

SHORELINE COMMUNITY COLLEGE**BOARD OF TRUSTEES REGULAR MEETING OF JUNE 25, 2025****3:30 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**A G E N D A**

3:00 PM – EXECUTIVE SESSION			
1.	Convene Executive Session	Chair Rebecca Ringer	
2.	Executive Session pursuant to: <ul style="list-style-type: none"> RCW 42.30.140.(4)(a) 	Chair Rebecca Ringer	
3:30 PM – REGULAR SESSION			
1.	Convene Regular Session & Land Acknowledgement	Chair Rebecca Ringer	
2.	Report: Chair, Board of Trustees	Chair Rebecca Ringer	
3.	Report: Opening Remarks – Board of Trustees	Trustees	
4.	Consent Agenda <ul style="list-style-type: none"> Approval of Previous Meeting Minutes <ul style="list-style-type: none"> Regular Meeting of 2025 May 28 Board of Trustees 2026 Regular Meeting Schedule 	Chair Rebecca Ringer	1
5.	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 3:15 PM–3:30 PM on June 25, 2025. -For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 3:15 PM–3:30 PM on June 25, 2025. The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the June 25, 2025 meeting will be no more than thirty (30) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotments 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 June 25, 2025 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the June 25, 2025 meeting.)	Chair Rebecca Ringer	
6.	Action: Transfer Fund Reserves to Clear Fund Reserves Deficits for Fiscal Year Ending 6/30/2025	Joe Mazur, Vice President	2
7.	Action: FY 2025-2026 College Operating, Grants, and Contracts Budgets	Joe Mazur, Vice President	3
8.	Action: FY 2025-2026 Services & Activities (S&A) Budget	Sundi Musnicki, Acting Director	4

9.	First Reading: Revised Land Acknowledgement (10 minutes)	Brian Crisanto Ramos, Vice President	5
10.	Report: Accreditation (5 minutes)	Ann Garnsey-Harter, Associate Vice President	
11.	Report: Finance & Budget (10 minutes)	Joe Mazur, Vice President	
12.	Constituent Report: Shoreline Associated Student Government (ASG) (5 minutes)	Jesse Kacaribu, ASG President	
13.	Constituent Report: Shoreline Classified Staff (WFSE) (5 minutes)	Norah Peters, WFSE Chief Shop Steward	
14.	Constituent Report: Shoreline Faculty (SCCFT) (5 minutes)	Kristine Petesch, SCCFT President	
15.	Constituent Report: Shoreline Faculty Senate (5 minutes)	Ajay Mendoza, Faculty Senate Chair	
16.	Report: College President & Executive Team Representatives (10 minutes) <ul style="list-style-type: none"> • Ryan Aiello, Vice President (Student Services) • Joe Mazur, Vice President (Business & Administrative Services) • Brian Crisanto Ramos, Vice President (Diversity, Equity, Inclusion & Accessibility) • Ben Weng, Vice President (Instruction) • Veronica Zura, Executive Director (Human Resources) 	Jack Kahn, President	
17.	Action: Elect Board of Trustees Officers (2025-2026) •Chair •Vice-Chair	Chair Rebecca Ringer & Trustees	6
18.	Waves of Gratitude	Jack Kahn, President	
19.	Action: Adjournment of Regular Session	Chair Rebecca Ringer	
20.	STUDY SESSION Mission Fulfillment and Institutional Effectiveness Annual Reports (45 minutes)	Ann Garnsey-Harter, Associate Vice President	

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The May 28, 2025 regular meeting was 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

EXECUTIVE SESSION

Chair Ringer convened the executive session of the Board of Trustees at 3:03 PM and announced that the Board would convene in executive session pursuant to RCW 42.30.110(i) and RCW 42.30.110(g) for thirty minutes or as extended by the Board.

The trustees convened in the Central Conference Room (#1020M) for the executive session and reconvened in the Board Room (#1010M) for the regular session.

M I N U T E S – REGULAR MEETING (“Session”)

Chair Ringer called the regular meeting (“session”) of the Board of Trustees of Shoreline Community College District Seven to order at 3:34 PM and read a section of the College’s land acknowledgment.

A quorum of the Board was present.

MEMBERS PRESENT

Trustees Rebecca Chan, Rebecca Ringer, James (Jamie) Stark, and Kim Wells were present in-person.

Assistant Attorney General (AAG) Tricia Boerger represented the Office of the Attorney General.

REPORT: CHAIR, BOARD OF TRUSTEES

Chair Ringer thanked everyone for engaging in advocacy work, noted that the “state budget is in,” and that the next Trustee Tuesday topic relates to “what does this budget mean to our colleges.” She thanked Trustee Chan for attending this year’s All-Washington Academic Team event.

REPORT: OPENING REMARKS – BOARD OF TRUSTEES

Trustee Stark added that “all the advocacy work is incredibly important” and shared that he couldn’t help but think back to the 60th Anniversary event and meeting alumni who shared their transcripts from the late sixties. “Absolutely remarkable! It helped ground me in the importance of the work, what we do here, and the advocacy we need to do to keep the institution, strong.”

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Trustee Wells also referred to the 60th Anniversary event and speaking to alumni. “The faculty, staff, and Executive Team were serving food and doing all kinds of work. The Foundation Board was also active in the event and the two boards will be getting together and our key topic is advocacy.”

Trustee Chan read her report (attached.)

CONSENT AGENDA

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

- a. Minutes from the regular meeting of 2025 April 23
- b. Reapproval of Mathematics Course Fee

Motion 25:42: Motion by Trustee Wells to approve the consent agenda.

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

COMMUNICATION FROM THE PUBLIC

Per the agenda for the May 28, 2025 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 3:15 PM–3:30 PM on May 28, 2025.

-For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 3:15 PM–3:30 PM on May 28, 2025.

The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the May 28, 2025 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 28, 2025 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the May 28, 2025 meeting.)

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

ACTION: RENEWAL OF SECOND-YEAR TENURE TRACK FACULTY CANDIDATE

Vice President of Instruction Ben Weng read the background statement and recommendation

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contained on tab 2 [Action: Renewal of Second-Year Tenure Track Faculty Candidate].

<u>Faculty Member</u>	<u>Teaching Field</u>	<u>Years on Probation</u>	<u>Appointment Review Committee (ARC) Chair</u>
Raphael Smither	Automotive, T-TEN Program	2	Jeff Cromwell

Recommendation: The President and Vice President of Instruction recommend that the Board of Trustees renew probationary status for another year for Raphael Smither.

Motion 25:43: Motion by Trustee Wells “to renew probationary status for another year for Raphael Smither.”

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

ACTION: BOARD OF TRUSTEES EFFECTIVENESS EVALUATION

Trustee Wells provided an overview of tab 3 [Action: Board of Trustees Effectiveness Evaluation] and the Effectiveness Evaluation (DRAFT 2) and noted the change between DRAFTS 1 and 2 based on feedback from the first reading of the evaluation at the April 23, 2025 meeting.

Motion 25:44: Motion by Trustee Wells to approve the Board’s Effectiveness Evaluation.

Motion seconded by Trustee Chan. All Trustees present voted *aye* to approve the motion.

ACTION: COLLEGE NAME CHANGE PROPOSAL (SHORELINE COMMUNITY COLLEGE TO SHORELINE COLLEGE)

Strategic Communications & Marketing Executive Director Cat Chiappa provided an overview of tab 4 [Action: College Name Change Proposal (Shoreline Community College to Shoreline College)] and went over the results from the Shoreline Name Change Survey.

In response to questions from Trustee Stark pertaining to a comprehensive rebranding of the College, Executive Director Chiappa confirmed that since she’s been at the College, “we’ve been looking to make different, updated branding choices, trying to make things streamlined.”

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Trustee Wells conveyed that she appreciated that a survey was done “because it shows an overwhelming support for the name change” and that she was “reminded that the word ‘community’, is in the College’s mission and community is made by the actions we take, by the people that we reach out to, by what the Executive Team, the faculty, the classified staff, what we do, with other organizations. Community should be based on our actions.”

Executive Director Chiappa has been having conversations with President Kahn about ways to incorporate “community” into other marketing efforts (e.g., a tagline).

President Kahn responded to Trustee Stark’s questions regarding the names changes at sister colleges, as well as data pertaining to name changes. President Kahn:

- asked the other presidents about their processes as he was concerned that the process was more formal and learned that the other colleges had processes (e.g., use of surveys) like Shoreline’s. “It’s very informal to do this.”
- conveyed that he “spent some time doing research to see if there was quantitative data done on impacts” (of changing the name of a college) “and didn’t find anything. There’s plenty of narrative from different colleges and universities that believe that their name change is significant. We wanted to be fair to all perspectives.”

Trustee Chan referred to capital project funding and asked: 1. how much, dollarwise, is in the fund? and 2. are those funds only able to be spent on wayfinding related to the new construction or can they be used operationally? President Kahn stated, along with confirmation from Vice President Joe Mazur, that the funding cannot be used operationally as it’s only for capital projects.

Motion 25:45: Motion by Chair Ringer to formally approve the transition from Shoreline Community College to Shoreline College.

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

FIRST READING: BOARD OF TRUSTEES 2026 REGULAR MEETING SCHEDULE

Chair Ringer provided an overview of tab 5 [First Reading: Board of Trustees 2026 Regular Meeting Schedule].

ACTION: PARKING FEE RATES INCREASE AND CHANGE PROPOSAL

Safety & Security Acting Director Greg Cranson went over tab 6 [Action: Parking Fee Rates Increase and Change Proposal] and referred to an updated document, prepared by Executive Director Zura for Board review.

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From the Board:

- Is parking still going to be free when visitors come to the campus for events?
- Why do we charge for parking?
- What's the usage of parking during busy hours? There seems to be parking available.
- What does parking operations include?
- Does Metro pay the College for wear and tear to the road from the buses?
- It will be helpful to come back with a list of improvements that are needed on this campus so the Board can see the financial impact and what is going to be paid.
- There should be a policy related to how community partners can hold events at the College where parking is not charged.
- First and foremost, I would look at the events that support students first. I would be inclined to look at events which impact students (e.g., commencement).
- We took a million dollars out of our reserve for things that had to be done.
- We must comply with the audit.

Acting Director Cranson and Executive Director Zura responded to questions including why we charge for parking:

- "If we don't charge for parking, then the institution must fund these costs and right now, that's not something that is viable. The increases that you are seeing are from categories where we historically charged for parking, pre-pandemic. Parking related costs include required maintenance."
- "We are looking at a plan that can sustain parking operations."

Chair Ringer stated that the Board is not prepared to vote on the proposal and tabled the action item to next month.

ACTION: MISSION FULFILLMENT

Planning, Institutional Effectiveness & Project Management Associate Vice President Ann Garnsey-Harter went over the Shoreline Community College Mission Fulfillment Accreditation Recommendation document (attached) and noted, "the Accreditation Committee has been working on this for the last several months and on behalf of the committee, have ten proposed changes for Board of Trustees approval. The proposed changes did go through the College's participatory governance process and were approved by the College Council and the Executive Team."

Associate Vice President Garnsey-Harter added, "that in preparation for the Board's June 2025 study session, we will have a scorecard for you, looking at these indicators of mission fulfillment,

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and our targets to see how we're performing with the latest data. We'll also have broader disaggregated data to look at institutional effectiveness which is more around continuous improvement."

Motion 25:46: Motion by Chair Ringer to approve the Mission Fulfillment Accreditation recommendation.

Motion seconded by Trustee Wells.

"The thinking behind the 70% was helpful."

"Rather have us overachieving."

"We talked about the multiplier effect of economic activity. When we think about suppliers and paying suppliers, some of those suppliers are not in our region. Having economic payments to them would not be an economic activity impact on our region. Do we look at that for our suppliers?"

All Trustees present voted *aye* to approve the motion.

REPORT: ACCREDITATION

Planning, Institutional Effectiveness & Project Management Associate Vice President Ann Garnsey-Harter's report (attached) included information on: Program Reviews; the Learning Outcomes Recommendation; the Learning Outcomes Assessment Newsletter; Closing the Loop; and the Assessment, Teaching, & Learning Conference.

10-minute break. Meeting to resume at 5:00 PM.
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REPORT: FINANCE & BUDGET

Business & Administrative Services Vice President Joe Mazur went over the notes (attached) from the 5/20/2025 Finance Committee meeting as well as the adjusted Fiscal Year-to-date (YTD) at 3/31/2025 documents (attached) pertaining to Operating Funds. In addition, Vice President Mazur went over the Fiscal Year-to-Date (YTD) at 4/30/2025 documents (attached) pertaining to Operating, Grants, and Contracts Funds.

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CONSTITUENT REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Due to being “in clinicals,” Associated Student Government (ASG) President Jesse Kacaribu submitted her report (attached) to Lori Yonemitsu, who read it on ASG President Kacaribu’s behalf.

CONSTITUENT REPORT: SHORELINE CLASSIFIED STAFF (WFSE)

Program Specialist II/Loan Specialist & Classified Staff Union/WFSE Local 304 Assistant Chief Shop Steward Tirzah Williamson read the Classified Staff Union’s report (attached).

CONSTITUENT REPORT: SHORELINE FACULTY (SCCFT)

Professor & SCCFT Local 1950 Union President Kristine Petesch was unable to join the meeting.

CONSTITUENT REPORT: SHORELINE FACULTY SENATE

Professor & Faculty Senate Chair Ajay Mendoza provided updates from the Faculty Senate:

- “A Vice Chair Pro-Tem has been appointed to succeed me until the permanent position for the Vice Chair election is final.”
- “Processes are being solidified to ensure a common senate voice, improve our efficacy as a faculty body, especially with the upcoming shared and participatory governance model that is going to be enacted next academic year.”
- “We look forward to leaning into increasing faculty engagement for more voices around campus to be at the table and working across silos for this work.”
- “Personally, I’m hoping to facilitate in-person Faculty Senate events especially knowing that food and drink vendors are coming to campus, as they’ll need strategic foot traffic.”

Professor & Faculty Senate Chair Mendoza stated that he looks forward to continuing in “this role for Senate business.” He recognized:

- Dr. Crystal Hess for being elected as the president of the statewide Faculty Association of Community & Technical Colleges.
- Nursing faculty Dr. Laarni Dumecquias for being appointed to the Executive Board of the Philippine Nurses Association of America, Emerald City Chapter and for receiving an Outstanding Educator award for 2025.
- Professor Jeff Kashiwa for being selected as the Faculty Speaker for this year’s Commencement ceremony.

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REPORT: COLLEGE PRESIDENT & EXECUTIVE TEAM REPRESENTATIVES

Student Services—Ryan Aiello, Vice President

Vice President Aiello is currently in New York City, with a cohort of 21 from Shoreline attending the NCORE (National Conference on Race and Ethnicity in Higher Education). He reported that the College just completed the CCSSE (Community College Survey of Student Engagement) and acknowledged advisor Tiff, Advising, and the Career Center for a successful career fair on May 20.

Diversity, Equity, Inclusion & Accessibility—Brian Crisanto Ramos, Vice President

Regarding Asian American and Pacific Islander Heritage Month, Vice President Crisanto Ramos noted that “we are fortunate to have the WAVES Center providing programming throughout the month, bringing our community together. We’ve had packed rooms. Great to see our community come together to celebrate the diversity that enriches Shoreline.”

He added that guest speaker Michael Benitez will be on campus on June 5 to conduct a workshop and give a keynote, and that activities are being planned by centers in the division for Pride Month.

Instruction—Ben Weng, Vice President

Vice President Weng expressed appreciation to everyone who attended the 60th Anniversary event and thanked Executive Directors Wendy Coates and Cat Chiappa for organizing the event. “It was a great way for Instruction to showcase what we do.” He also spoke about the division rolling out the different pathways at the College, holding open houses on specific disciplines.

Jack Kahn, President

President Kahn shared that a team attended the Latino Educational Training Institute’s first community event at their new location. The College is now in the process of working on an MOU with the Institute to “participate in a leadership program that several other colleges support. They have also requested that we offer a class or two at their location in ESL.”

He mentioned several events he recently attended: the Tashkent Uzbek Spring Celebration; the Undergraduate Symposium at the University of Washington; the SIFF event; and an interdisciplinary discussion called the Power of Language and Empathy. He closed by mentioning that he and Vice President Crisanto Ramos met with members of the Tlingit and Haida Tribes on campus and were joined by DEI representatives from the Five Star Consortium colleges to discuss how we can be better partners in supporting our Alaskan Native students.

May 2025 Report to the Board attached.

WAVES OF GRATITUDE

President Kahn extended his waves of gratitude to Michael Overa of The Honors College. “Being

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around some of the 21 students who presented at the University of Washington and experiencing their confidence and excitement...Michael is so dedicated for finding opportunities for those students and expanding the work they do. We're the only community college represented at this event and Michael's leadership is so positive."

ACTION: PRESIDENT'S CONTRACT

Chair Ringer provided an overview related to the President's Contract.

Change of Annual Leave Accrual and Cashout for President Jack Kahn

Background: The Board has negotiated a new three-year contract for President Kahn, effective July 1, 2025. In accordance with RCW 43.01.042, the Board is authorized to prescribe policies governing vacation leave for academic and professional personnel, including the President. The Board has approved Shoreline Community College Policy 4728, but desires to approve additional annual leave and cashout benefits for the President, as set forth in his contract, in recognition of his performance and agreement to a three-year extension of his term with the College.

Recommendation: That the Board of Trustees approve the annual leave provision set forth in the contract, to include annual leave of 60 days (480 hours), up to a maximum of 188 days (1,504 hours); and that unused annual leave may be cashed out effective June 30 and December 31 each year at the President's discretion.

Motion 25:47: Motion by Trustee Wells to "approve the annual leave provision set forth in the contract, to include annual leave of 60 days (480 hours), up to a maximum of 188 days (1,504 hours); and that unused annual leave may be cashed out effective June 30 and December 31 each year at the President's discretion."

Motion seconded by Trustee Chan. All Trustees present voted *aye* to approve the motion.

New Three-Year Contract for President Jack Kahn

Background: The Board has negotiated the terms of a new three-year contract for President Kahn, effective July 1, 2025. The President's salary will remain the same, \$289,224, with automatic Cost-of-Living Adjustments each year to match any given to administrative exempt employees. In lieu of a salary increase, the President will receive an annual retention incentive totaling \$48,000 as to incentivize remaining at the College through the full three-year term of his contract, as well as additional annual leave and retirement benefits as set forth in the contract.

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Recommendation: That the Board of Trustees approve the new three-year contract for President Kahn as drafted.

Motion 25:48: Motion by Trustee Wells to “approve the new three-year contract for President Kahn.”

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

ACTION: ADJOURNMENT OF REGULAR SESSION

Motion 25:49: Motion by Trustee Wells to adjourn the regular session of the May 28, 2025 meeting.

Motion seconded by Trustee Chan. All Trustees present voted *aye* to approve the motion.

Chair Ringer adjourned the regular session at 5:56 PM.

STUDY SESSION

FY 2025-2026 Services & Activities (S&A) Budget

ASG Budget & Finance Officer Grace Tjandra, ASG Student Representative Darain Khan, and Director of Student Leadership & Residential Life Sundi Musnicki presented the 2025-2026 Services & Activities Budget Allocation Proposal (attached).

FY 2025-2026 College Operating Budget

President Kahn and Business & Administrative Services Vice President Joe Mazur presented the 2025-2026 College Operating Budget (attached).

The study session concluded at 6:40 PM.

Signed _____
Rebecca Ringer, Chair

Attest: May 28, 2025

Lori Y. Yonemitsu, Secretary

5/28/2025 Trustee Chan Remarks

Attended college events:

- All-WA Academic Team carpool with VP Weng and Aiello
- 60th Anniversary Celebration where the City of Shoreline Mayor reaffirmed the city's commitment to being anti-racist.

Represented trustees:

- State Board CTC Executive Director finalists 5 open forums and provided survey feedback
- Washington Association of College Trustees (ACT) Spring Conference and Business Meeting
 - Re-elected Treasurer
- Sessions:
 - How Trustees Can Support Presidents as People First and Professionals Second
 - Stay in your Lane: Why Policy Governance is Important
 - Consider policy for when a trustee is not following the board policy

May is dedicated to celebrating Asian American and Pacific Islander Heritage—but why was this month chosen?

- Commemorates the arrival of the first Japanese immigrants to the U.S. in 1843
- Completion of the transcontinental railroad in 1863, which was built with significant contributions from Chinese immigrant laborers.

Building on my last remarks sharing [APIA Vote April survey](#) findings:

- **More than Half of AAPI adults Think Trump is Focusing on the Wrong Priorities**, and only 18% indicate that he is focused on the right priorities.
- **AAPIs oppose the elimination of key federal agencies**, including the Department of Education, Consumer Finance Protection Bureau, and USAID.
 - **Indian Americans** are less likely to favor elimination of the Department of Education and USAID.
 - **Women** are less likely than men to favor deportations in sensitive places and are more likely to trust Democrats on the issues of immigration and education.
 - **Native-born AAPI** adults are more likely to hold progressive opinions than foreign-born adults on a range of immigration policy issues.

During graduation season, let's all take time to reflect on transitions, change and moving forward together as a community.

Shoreline Community College

Mission Fulfillment Accreditation Recommendation

Recommendation 1: Spring 2024 Mid-Cycle Review - Uses its goals, objectives and indicators of achievement to better define and clarify mission fulfillment. (2020 Standard(s) 1.B.2).

Associated 2020 NWCCU Standard 1.B.2: The institution sets and articulates meaningful goals, objectives, and indicators of its goals to define mission fulfillment and to improve its effectiveness in the context of and in comparison with regional and national peer institutions.

Proposed Changes Needing Board of Trustees Approval:

Mission Statement Excerpt	Strategic Plan Goal(s) & Objective(s)	Indicator of Goal Achievement (What to Measure)	Target	Shoreline's Performance	Context and Rationale
"Rooted in our commitment to . . . community engagement"	GOAL E: Build and sustain community and business partnerships. Objective E7: Maintain a strong presence at local community events, host more community-facing events on campus, and provide more opportunities for local community organizations and nonprofits to rent campus facilities.	The number of Foundation-sponsored events offered to the internal and/or external community.	10 events offered/year.	10 events offered 2023-24 16 events offered 2024-25.	Revised Community Engagement Indicator and Target 2025 .
"Rooted in our commitment	GOAL C: Strengthen Shoreline's organizational culture and create an inclusive and equitable work environment.	The number of workshops / trainings that the College offers	5 DEIA workshops /	19 events offered 2024-25.	Revised Diversity Equity Indicator and Target 2025.docx

to diversity, equity”	Objective C.5: Instill a culture and practice of cultural humility, inclusion and equity through continuous growth and improvement at the individual and department level through ongoing professional development (e.g., DEI/anti-racism training) for faculty, staff, the Board of Trustees and students related to and aligned with one’s role at the College.	on equity, diversity, and/or inclusion.	trainings offered/year.		
“enrichment of . . . our local . . . communities”	GOAL E: Build and sustain community and business partnerships. Objective E4: Expand Shoreline’s promotions and marketing of all educational programs through targeted advertising campaigns and promotions (e.g., the International Education, Transitional Studies, post-baccalaureate programs, transfer and technical education programs, continuing education services, facilities, and other beneficial community programs offered by the College).	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. Source: M1 Velocity of Money ratio value of 1.546 as of Q4 2023, as published by the Federal Reserve of St. Louis.	Maintain or increase \$100 million of annual economic activity impact in the region.	2024-25 regional economic impact will be measured after fiscal year-end close ~ August 2025.	Revised Enrichment Local Community Target 2025.docx
“We foster an education environment that contributes to the	GOAL E: Build and sustain community and business partnerships. Objective E4: Expand Shoreline’s promotions and marketing of all educational programs through targeted advertising campaigns and	The number of continuing education classes that “run” each fiscal year.	73 classes	See Performance table .	Additional Enrichment Local Community Indicator and Target 2025.docx

enrichment of . . . our local . . . community.”	promotions (e.g., the International Education, Transitional Studies, post-baccalaureate programs, transfer and technical education programs, continuing education services, facilities, and other beneficial community programs offered by the College).				
“Offers accessible, high-quality education and workforce training that empowers students for success”	GOAL A: Create the conditions for success for all students through high-quality, innovative, student-centered transfer and professional technical programs. A2. Assess institutional-level and program-level student learning outcomes on an annual basis using internal, up-to-date, disaggregated data to revise or modify existing programs and/or leverage current demographic and economic data to assess the viability of introducing new programs.	Student Learning: Critical Thinking (institutional-level learning outcome “SSLO”)	75% or higher of students meeting expectations	90.7% from most current data, June 2023; next assessment will be June 2026	Revised Student Learning Targets 2025.docx
“Offers accessible, high-quality education and workforce training that empowers students for success”	GOAL A: Create the conditions for success for all students through high-quality, innovative, student-centered transfer and professional technical programs. A2. Assess institutional-level and program-level student learning outcomes on an annual basis using internal, up-to-date, disaggregated data to revise or modify existing programs and/or leverage current demographic and economic data to assess the viability of introducing new programs.	Student Learning: Equity and Social Justice (institutional-level learning outcome “SSLO”)	75% or higher of students meeting expectations	75.4% from most current data, June 2023; next assessment will be June 2026	Revised Student Learning Targets 2025.docx
“Offers accessible, high-quality	GOAL A: Create the conditions for success for all students through high-quality, innovative, student-centered transfer and	Student Learning: Communication (Written) (institutional-	75% or higher of students	83.6% from most current data, June	Revised Student Learning Targets 2025.docx

education and workforce training that empowers students for success”	<p>professional technical programs.</p> <p>A2. Assess institutional-level and program-level student learning outcomes on an annual basis using internal, up-to-date, disaggregated data to revise or modify existing programs and/or leverage current demographic and economic data to assess the viability of introducing new programs.</p>	level learning outcome “SSLO”)	meeting expectations	2024; next assessment will be June 2027	
“Offers accessible, high-quality education and workforce training that empowers students for success”	<p>GOAL A: Create the conditions for success for all students through high-quality, innovative, student-centered transfer and professional technical programs.</p> <p>A2. Assess institutional-level and program-level student learning outcomes on an annual basis using internal, up-to-date, disaggregated data to revise or modify existing programs and/or leverage current demographic and economic data to assess the viability of introducing new programs.</p>	Student Learning: Information Literacy (institutional-level learning outcome “SSLO”)	75% or higher of students meeting expectations	Will be assessed June 2025	Revised Student Learning Targets 2025.docx
“Offers accessible, high-quality education and workforce training that empowers students for success”	<p>GOAL A: Create the conditions for success for all students through high-quality, innovative, student-centered transfer and professional technical programs.</p> <p>A2. Assess institutional-level and program-level student learning outcomes on an annual basis using internal, up-to-date, disaggregated data to revise or modify existing programs and/or leverage current demographic and economic data to assess the viability of introducing new programs.</p>	Student Learning: Quantitative and Symbolic Reasoning (institutional-level learning outcome “SSLO”)	75% or higher of students meeting expectations	Will be assessed June 2025	Revised Student Learning Targets 2025.docx

Mission Fulfillment Threshold

If 70% of aggregated indicators of mission fulfillment are scored as target met or adequate progress (within 5% points of target), then the mission has been fulfilled (at least minimally).

Hence, 70% is the College's proposed mission fulfillment threshold.

Context and rationale: [Mission Fulfillment Threshold 2025.docx](#) .



Accreditation Updates

Board of Trustees

May 2025

Dr. Ann Garnsey-Harter

Associate VP – Planning, Institutional Effectiveness, &

Project Management

Accreditation Liaison Officer

1

Program Reviews

6. RESOURCE REQUESTS DETERMINE YOUR DUE DATES

To help you realize your goals for the future, are you requesting a change in resources (only items over \$1000) for next fiscal year? If, yes, please review the [Guiding Principles for Budget Development](#):

If you are NOT requesting a change in resources:

By May 1, 2025:

- Complete Program Review **[add name(s)]** of those subject matter experts, such as Faculty Program Coordinator (FPC) and team or first-level budget manager and team, who completed the Program Review].

By June 12, 2025:

- Dean or next-level administrator ensures Program Reviews are complete: **[add name(s)]** of Dean or next-level administrator].

Other:

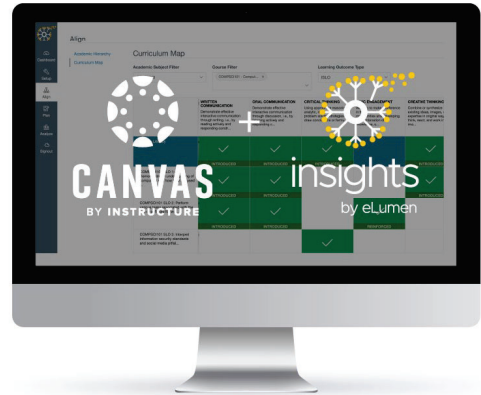
By June 14, 2025:

- [Learning outcomes](#) assessment reports due from faculty.

2

Learning Outcomes Recommendation

- Insights for Canvas by eLumen
- Faculty Learning Outcomes Assessment Survey

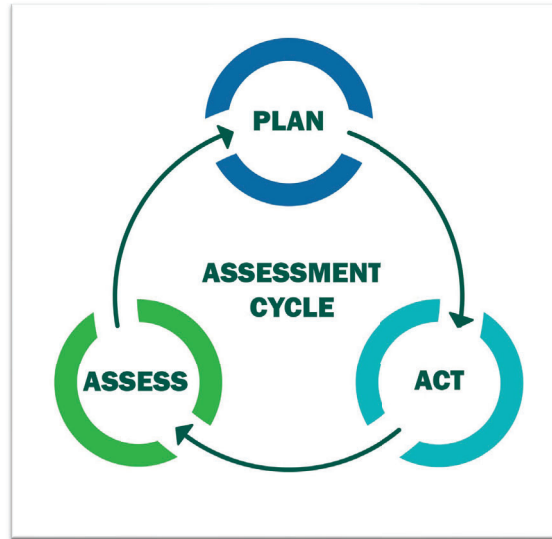


Learning Outcomes Assessment Newsletter

"Professor Carl Roer, guiding students through the numbers with clarity, precision, and a touch of accounting wit."



Closing the Loop



5

Assessment, Teaching, & Learning Conference



6

Questions?



Shoreline Community College
Board of Trustees, Finance Committee
5/20/2025, 3:00pm, Meeting Notes

Location:

Zoom Video Conference Meeting

In Attendance:

Rebecca Chan, Trustee, and Finance Committee Chair

Dr. Jack Kahn, President

Joe Mazur, Vice President of Bus. & Admin. Services

Call to Order

Committee Meeting Called to Order at 3:00pm.

Discussion Topics:

1. Governor Ferguson's Budget Signing Press Conference
2. Review of Fiscal YTD 3/31/2025 Adjusted Monthly Financial Reports
3. Review of Fiscal YTD 4/30/2025 Monthly Financial Reports
4. Review of Board of Trustees Budget Department Expenses.
5. Discussion of items for future Committee meetings.

Adjournment

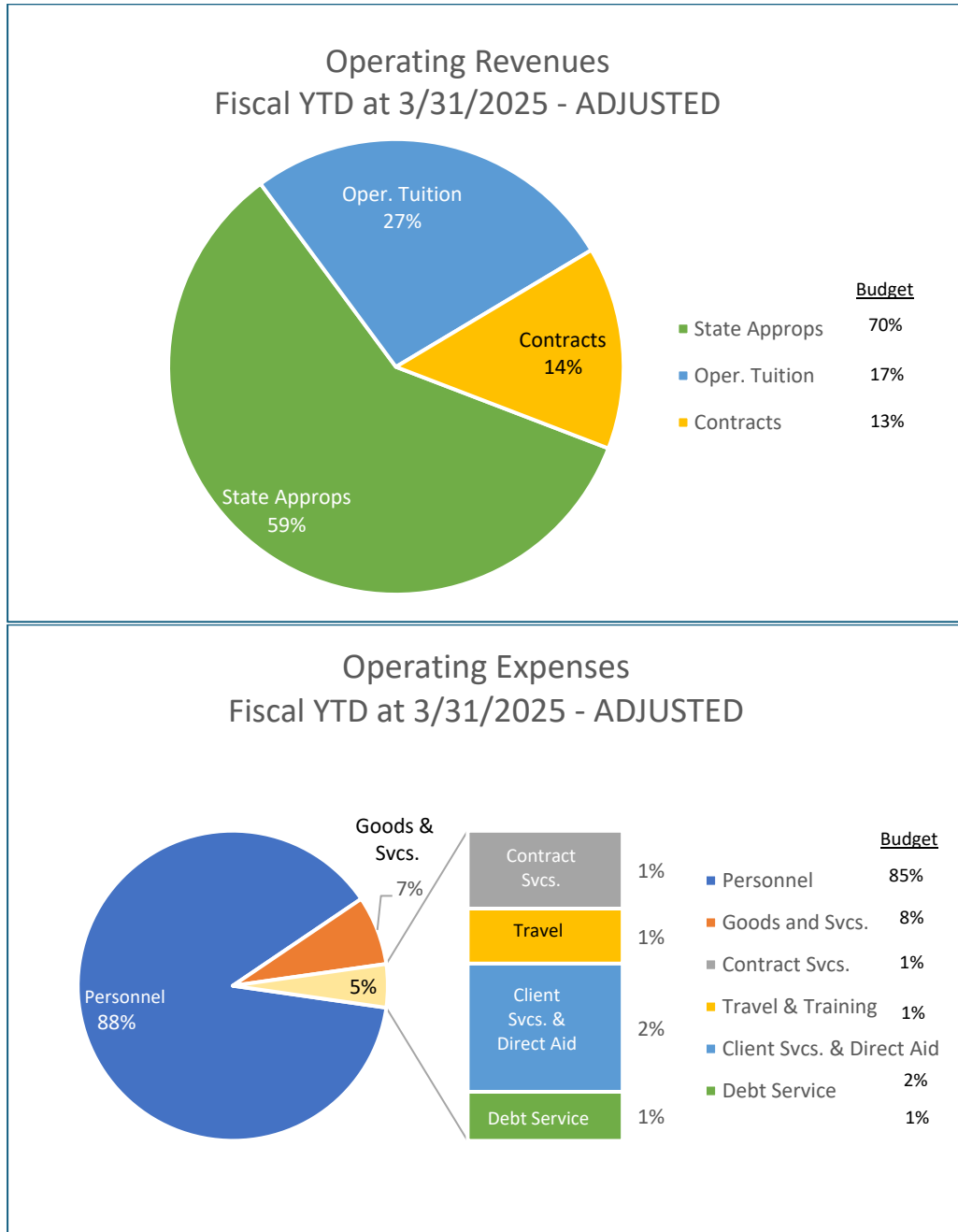
Committee Meeting Adjourned at 4:30pm.

Background: The 3/31/2025 Operating Funds report was previously presented at the 4/23/2025 Board of Trustees Meeting. A discrepancy in the report was discovered, the amounts were adjusted, and the adjusted report was reviewed and discussed at the 5/20/2025 Board of Trustees Finance Committee Meeting.

Shoreline Community College

Operating Funds

Fiscal Year-to-Date (YTD) at 3/31/2025 **ADJUSTED**



SHORELINE COMMUNITY COLLEGE
FINANCIAL REPORT - OPERATING FUNDS
MONTH ENDED MARCH 31, 2025

ADJUSTED NUMBERS

June 25, 2025 Board Packet: p. 25 of 94

	Year-over-Year Comparison of Actuals				YTD Percent of Budget	
	(A) Prior YTD at 03/31/2024	(B) Current YTD at 03/31/2025	(B) - (A) CY to PY Inc./ (Decr.)	% Change	(C) 2024-25 Budget	(B) / (C) % of Budget
Ln. Operating Revenues and Transfers						
1. State Operating Appropriations	\$ 19,889,149	\$ 21,521,809	\$ 1,632,660	8.2%	\$ 40,085,208	53.7%
2. Operating Tuition	7,538,759	9,686,316	2,147,557	28.5%	9,776,902	99.1%
Subtotal Operating Approps. and Tuition	27,427,908	31,208,125	3,780,217	13.8%	49,862,110	62.6%
Operating Expense Transfers:						
4. International Education	2,447,844	3,452,408	1,004,564	41.0%	4,995,681	69.1%
5. Running Start	931,812	1,443,752	511,940	54.9%	1,925,000	75.0%
6. CECO	236,520	354,788	118,268	50.0%	473,048	75.0%
7. CEP	75,000	-	(75,000)	-100.0%	50,000	0.0%
Subtotal Operating Expense Transfers	3,691,176	5,250,948	1,559,772	42.3%	7,443,729	70.5%
Total Revenues and Expense Transfers	\$ 31,119,084	\$ 36,459,073	\$ 5,339,989	17.2%	\$ 57,305,839	63.6%
Operating Expenses						
Personnel Expenses						
8. Exempt Employee Salaries and Wages	4,629,157	4,815,082	185,925	4.0%	\$ 6,123,952	78.6%
9. Full-Time Faculty Salaries and Wages	6,904,835	7,627,565	722,730	10.5%	11,601,617	65.7%
10. Part-Time Faculty Salaries and Wages	7,397,613	8,372,749	975,136	13.2%	9,652,752	86.7%
11. Classified Employee Salaries and Wages	5,235,655	6,009,069	773,414	14.8%	8,851,434	67.9%
12. Part-Time Hourly and Students Wages	212,207	294,333	82,126	38.7%	1,221,077	24.1%
13. Employee Benefits	8,209,573	8,928,687	719,114	8.8%	11,422,504	78.2%
Subtotal Personnel Expenses	32,589,040	36,047,485	3,458,445	10.6%	48,873,335	73.8%
Current and Capital Expenses						
Goods and Services	3,063,873	2,942,808	(121,065)	-4.0%	4,491,289	65.5%
14. Supplies and Materials	408,610	322,278	(86,332)	-21.1%		
15. Other Goods and Services	299,815	135,789	(164,026)	-54.7%		
16. Utilities, Recycling, and Waste Disposal	1,017,887	1,143,747	125,860	12.4%		
17. WA State Agency Services	109,270	59,387	(49,883)	-45.7%		
18. Legal, Acct., and Audit Services	85,165	182,817	97,652	114.7%		
19. Insurance Premiums	76,981	181,831	104,850	136.2%		
20. Furniture and Equipment - Non-Cap.	7,685	31,740	24,055	313.0%		
21. Software License And Maint. - Non-Cap.	556,376	506,275	(50,101)	-9.0%		
22. Subscriptions and Periodicals	132,515	129,238	(3,277)	-2.5%		
23. Repairs and Maintenance	123,604	117,255	(6,349)	-5.1%		
24. Voice and Data Transmission Services	134,733	124,284	(10,450)	-7.8%		
25. Banking and Merchant Fees	111,232	8,167	(103,065)	-92.7%		
26. Contracted Services	553,407	462,387	(91,020)	-16.4%	756,226	61.1%
27. Capital Outlays - Fixed Assets	35,743	101,708	65,965	184.6%	698,318	14.6%
28. Computers and Related Hardware - Non-Cap.	102,972	23,193	(79,779)	-77.5%	423,346	5.5%
29. Travel and Training	159,280	327,209	167,929	105.4%	392,408	83.4%
30. Client Services and Direct Aid	806,094	761,462	(44,632)	-5.5%	1,078,474	70.6%
31. Debt Service	-	291,265	291,265	-	592,443	49.2%
Subtotal Current and Capital Expenses	\$ 4,721,369	\$ 4,910,032	\$ 188,663	4.0%	\$ 8,432,504	58.2%
Total Operating Expenses	\$ 37,310,409	\$ 40,957,517	\$ 3,647,108	9.8%	\$ 57,305,839	71.5%
Operating Reserves Increase (Decrease)	\$ (6,191,325)	\$ (4,498,444)	\$ 1,692,881	-27.3%	\$ -	
Operating Reserves Beg. Balance at July 1	\$ 6,059,561	\$ 4,072,760	\$ (1,986,801)	-32.8%	\$ 4,072,760	
32. Operating Reserves at 03/31/20XX	\$ (131,764)	\$ (425,684)	\$ (293,919)	223.1%	\$ 4,072,760	

Note: Please refer to next page for explanations and variance analysis for selected items.

SHORELINE COMMUNITY COLLEGE**FINANCIAL REPORT - OPERATING FUNDS****VARIANCE ANALYSIS OF LINE ITEMS GREATER THAN \$100,000 AND 10%****MONTH ENDED MARCH 31, 2025*******ADJUSTED NUMBERS*****

Line	Description	Analysis
REVENUES		
1.	State Operating Appropriations	Timing difference of revenues because SBCTC automatically disbursing state approps to colleges based upon cTclink general ledger expenses. College no longer manually requests funds reimbursements as in prior years. Additional reimbursements of \$1.4 million due from State.
2.	Operating Tuition	During Prior Fiscal Year-End (FYE) 2023 close, unearned revenue for Summer 2023 tuition was not properly booked. Cannot adjust prior year per SBCTC.

OPERATING EXPENSE TRANSFERS

4.	International Education	-Timing difference in prior year FY24 operating expense transfers.
5.	Running Start	-Operating expense transfers brought current through 3/31/2025.
6.	CECO	

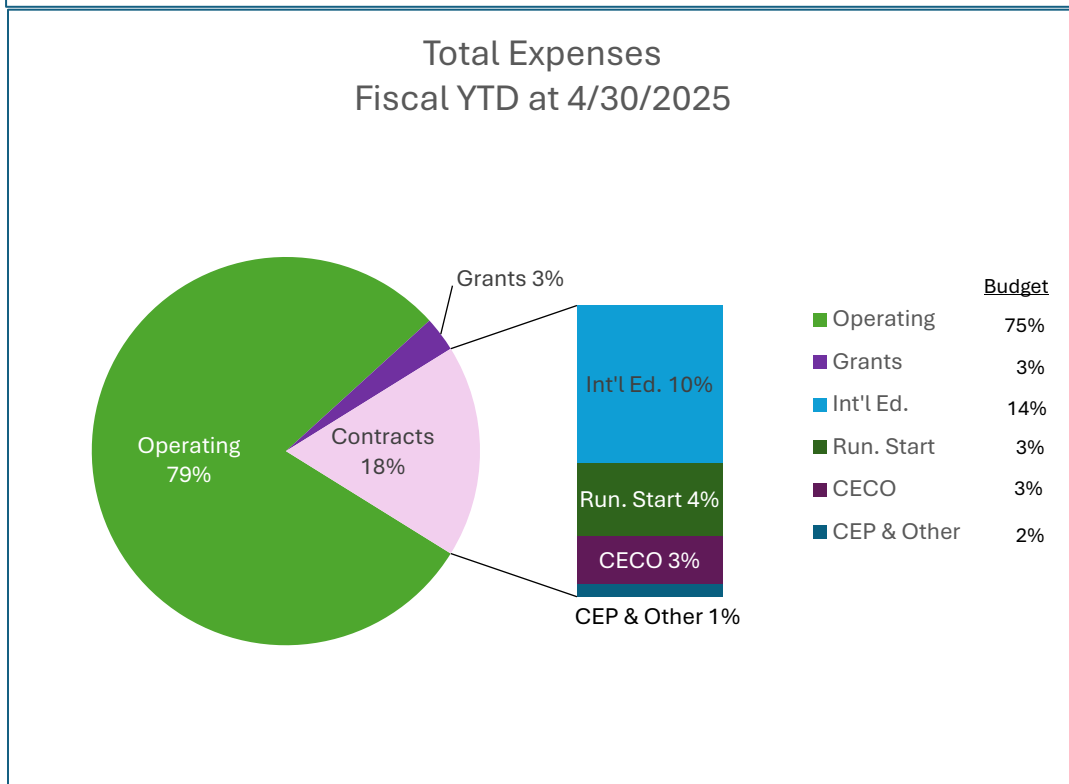
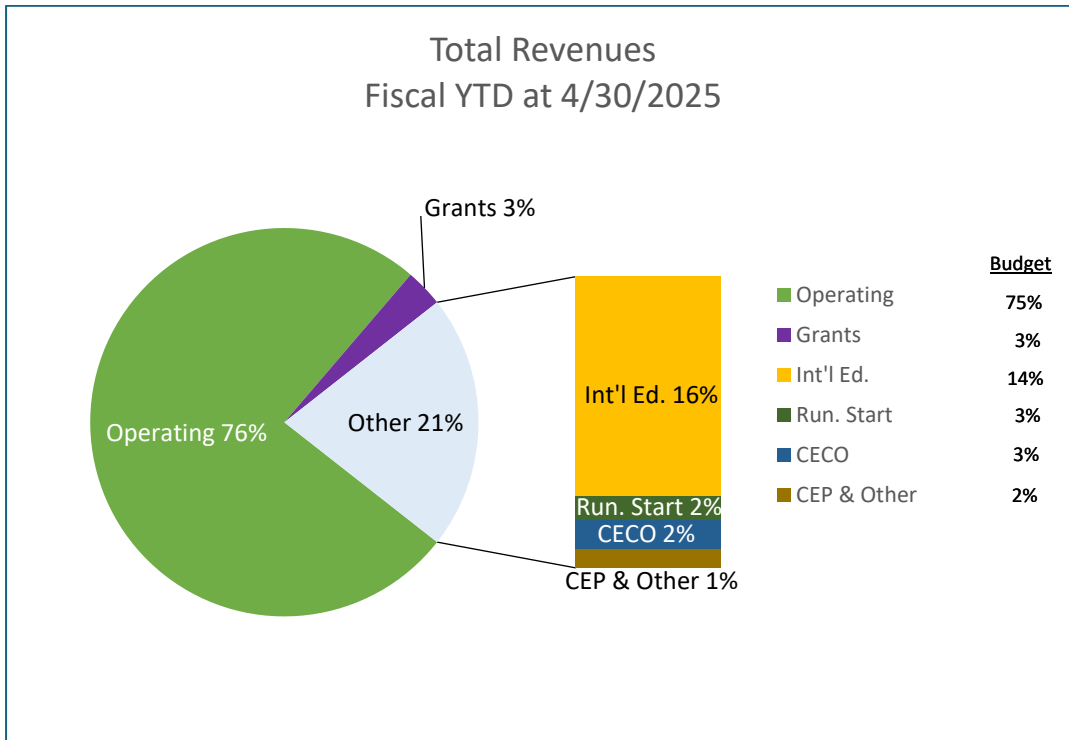
PERSONNEL EXPENSES

9.	Full-Time Faculty Salaries and Wages	Recurring salary rate increases this year due to COLA adjustment, and Faculty Union prior year compensation bargaining completed and retroactively payments charged in June 2024 and not reflected in prior FY 2024 expenses column "A."
10.	Part-Time Faculty Salaries and Wages	
11.	Classified Employee Salaries and Wages	

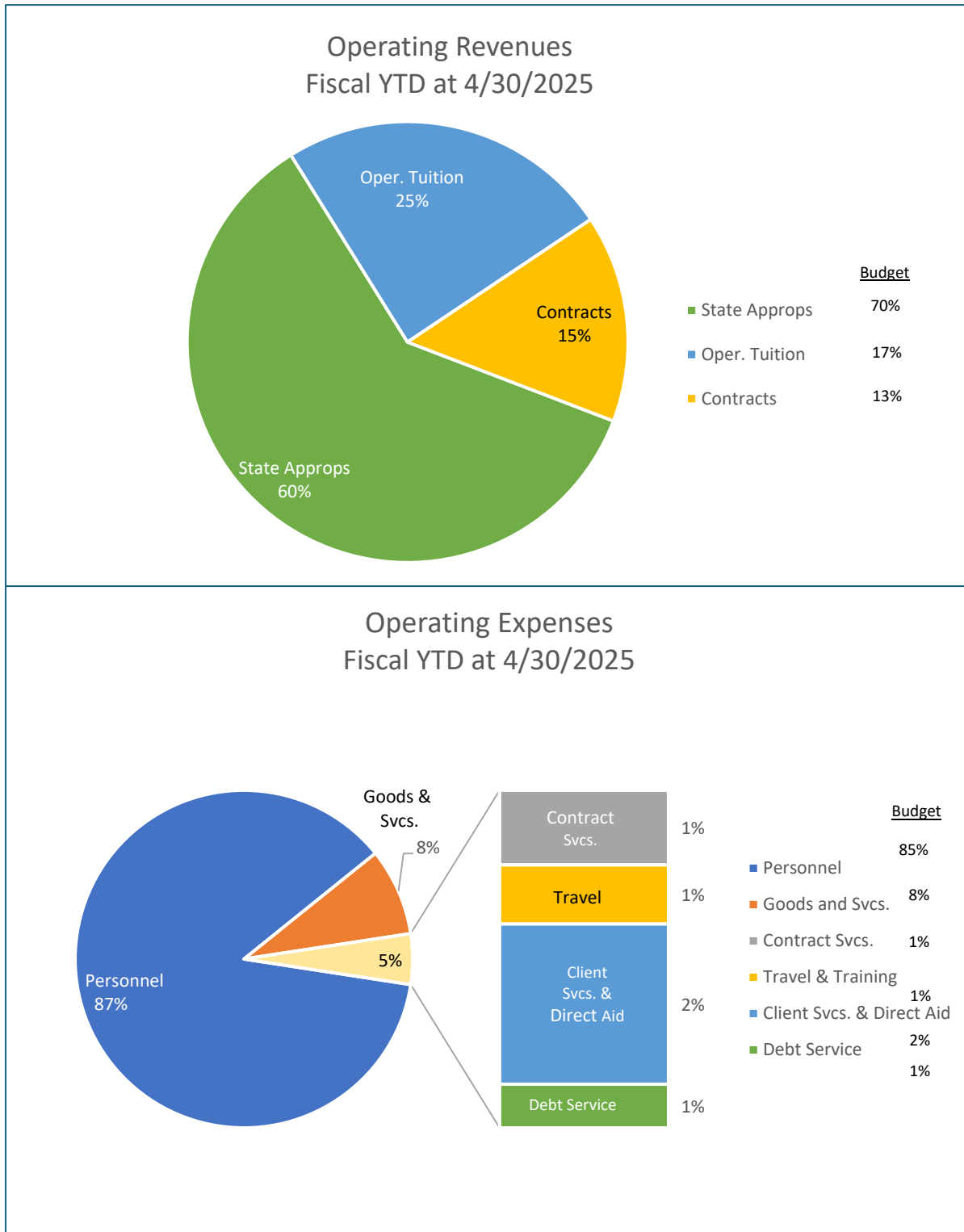
CURRENT AND CAPITAL EXPENSES

15.	Other Goods and Services	Decreases primarily in Nursing Dept. expenses compared to prior year.
16.	Utilities, Recycling, and Waste Disposal	Utility pricing increases and full year of Cedar building online.
19.	Insurance Premiums	Timing difference of insurance premiums not paid as of 3/31 last year compared to this year.
25.	Banking and Merchant Fees	Prior FY amount due to Jan-Feb 2022 Bank Reconciliation Entries to post and record banking fees in the general ledger (G/L).
29.	Travel and Training	During Prior FYE 2023 close, Travel expense accrual was not properly booked showing incorrect reduced expenses in prior year. Cannot adjust prior year per SBCTC.
31.	Debt Service	College Certificates of Participation (COP's) bond payment made to WA State Treasury for Dec 1st. Next payment made on June 1st.

Shoreline Community College
Total of Operating, Grants, and Contracts Funds
Fiscal Year-to-Date (YTD) at 4/30/2025



**Shoreline Community College
Operating Funds
Fiscal Year-to-Date (YTD) at 4/30/2025**



Ln.	Year-over-Year Comparison of Actuals				YTD Percent of Budget	
	(A) Prior YTD at 04/30/2024	(B) Current YTD at 04/30/2025	(B) - (A) CY to PY Inc./ (Decr.)	Year-over- Year % Change	(C) 2024-25 Budget	(B) / (C) % of Budget
Ln. Operating Revenues and Transfers						
1. State Operating Appropriations	\$ 22,256,971	\$ 24,395,287	\$ 2,138,316	9.6%	\$ 40,085,208	60.9%
2. Operating Tuition	8,820,810	9,908,362	1,087,551	12.3%	9,776,902	101.3%
Subtotal Operating Approps. and Tuition	31,077,781	34,303,649	3,225,867	10.4%	49,862,110	68.8%
Operating Expense Transfers:						
3. International Education	2,447,844	4,163,067	1,715,223	70.1%	4,995,681	83.3%
4. Running Start	931,812	1,604,168	672,356	72.2%	1,925,000	83.3%
5. CECO	236,520	394,208	157,688	66.7%	473,048	83.3%
6. CEP	75,000	-	(75,000)	-100.0%	50,000	0.0%
Subtotal Operating Expense Transfers	3,691,176	6,161,443	2,470,267	66.9%	7,443,729	82.8%
Total Revenues and Expense Transfers	\$ 34,768,957	\$ 40,465,092	\$ 5,696,134	16.4%	\$ 57,305,839	70.6%
Operating Expenses						
Personnel Expenses						
7. Exempt Employee Salaries and Wages	5,115,301	5,386,238	270,937	5.3%	\$ 6,123,952	88.0%
8. Full-Time Faculty Salaries and Wages	7,847,376	8,679,012	831,636	10.6%	11,601,617	74.8%
9. Part-Time Faculty Salaries and Wages	8,340,981	9,452,060	1,111,079	13.3%	9,652,752	97.9%
10. Classified Employee Salaries and Wages	5,849,849	6,675,294	825,446	14.1%	8,851,434	75.4%
11. Part-Time Hourly and Students Wages	253,421	340,120	86,699	34.2%	1,221,077	27.9%
12. Employee Benefits	9,162,321	9,963,075	800,753	8.7%	11,422,504	87.2%
Subtotal Personnel Expenses	36,569,249	40,495,799	3,926,550	10.7%	48,873,335	82.9%
Current and Capital Expenses						
Goods and Services	3,546,083	3,904,996	358,913	10.1%	4,491,289	86.9%
13. Supplies and Materials	464,235	364,843	(99,392)	-21.4%		
14. Other Goods and Services	353,305	213,945	(139,360)	-39.4%		
15. Utilities, Recycling, and Waste Disposal	1,113,037	1,266,655	153,618	13.8%		
16. WA State Agency Services	125,360	60,059	(65,301)	-52.1%		
17. Legal, Acct., and Audit Services	85,165	212,700	127,535	149.8%		
18. Insurance Premiums	70,810	146,451	75,641	106.8%		
19. Furniture and Equipment - Non-Cap.	28,847	45,784	16,937	58.7%		
20. Software License And Maint. - Non-Cap.	632,666	579,578	(53,088)	-8.4%		
21. Subscriptions and Periodicals	255,978	129,687	(126,291)	-49.3%		
22. Repairs and Maintenance	138,302	126,146	(12,156)	-8.8%		
23. Voice and Data Transmission Services	166,883	128,966	(37,917)	-22.7%		
24. Banking and Merchant Fees	111,495	630,182	518,687	465.2%		
25. Contracted Services	601,557	498,703	(102,854)	-17.1%	756,226	65.9%
26. Capital Outlays - Fixed Assets	38,287	99,883	61,597	160.9%	698,318	14.3%
27. Computers and Related Hardware - Non-Cap.	105,510	26,425	(79,086)	-75.0%	423,346	6.2%
28. Travel and Training	207,965	393,345	185,379	89.1%	392,408	100.2%
29. Client Services and Direct Aid	1,048,283	1,069,368	21,085	2.0%	1,078,474	99.2%
30. Debt Service	-	291,265	291,265	-	592,443	49.2%
Subtotal Current and Capital Expenses	\$ 5,547,686	\$ 6,283,985	\$ 736,299	13.3%	\$ 8,432,504	74.5%
Total Operating Expenses	\$ 42,116,934	\$ 46,779,784	\$ 4,662,850	11.1%	\$ 57,305,839	81.6%
Operating Reserves Increase (Decrease)	\$ (7,347,977)	\$ (6,314,692)	\$ 1,033,285	-14.1%	\$ -	
Operating Reserves Beg. Balance at July 1	\$ 6,059,561	\$ 4,072,760	\$ (1,986,801)	-32.8%	\$ 4,072,760	
31. Operating Reserves at 04/30/20XX	\$ (1,288,417)	\$ (2,241,932)	\$ (953,516)	74.0%	\$ 4,072,760	

Note: Please refer to next page for explanations and variance analysis for selected items.

SHORELINE COMMUNITY COLLEGE
FINANCIAL REPORT - OPERATING FUNDS
VARIANCE ANALYSIS OF LINE ITEMS GREATER THAN \$100,000 AND 10%
MONTH ENDED APRIL 30, 2025

Line	Description	Analysis
REVENUES		
1.	State Operating Appropriations	Timing difference of revenues because SBCTC automatically disbursing state approps to colleges based upon cTcLink general ledger expenses. College no longer manually requests funds reimbursements as in prior years. Additional reimbursements of \$1.9 million due from State.
2.	Operating Tuition	During Prior Fiscal Year-End (FYE) 2023 close, unearned revenue for Summer 2023 tuition was not properly booked. Cannot adjust prior year per SBCTC.

OPERATING EXPENSE TRANSFERS

3.	International Education	-Timing difference in prior year FY24 operating expense transfers.
4.	Running Start	-International Education operating expense transfers brought current through 4/30/2025.
5.	CECO	

PERSONNEL EXPENSES

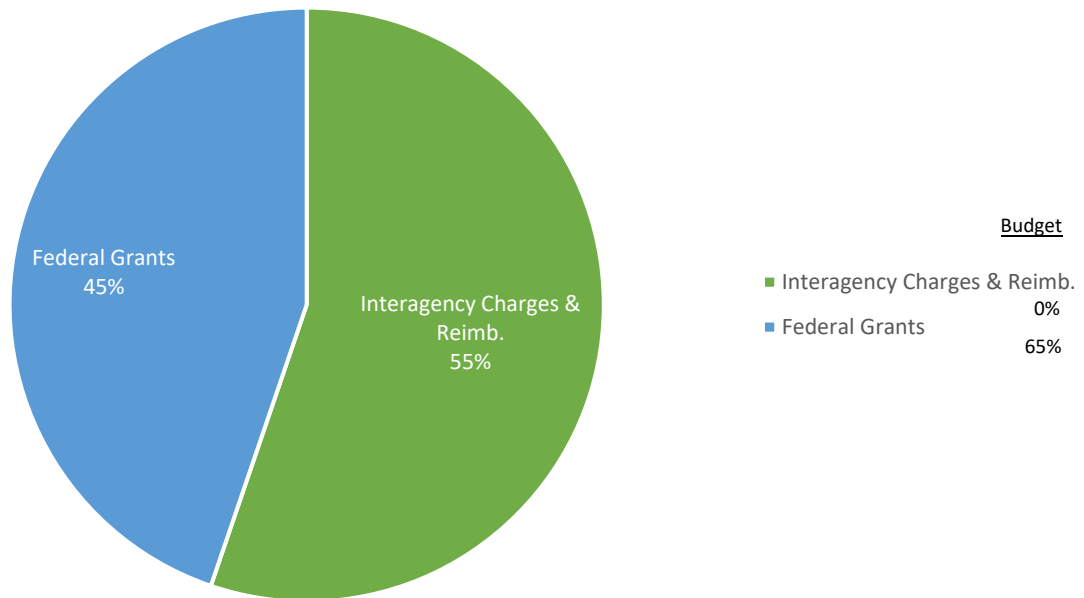
8.	Full-Time Faculty Salaries and Wages	Recurring salary rate increases this year due to COLA adjustment, and Faculty Union prior year compensation bargaining completed and retroactively payments charged in June 2024 and not reflected in prior FY 2024 expenses column "A."
9.	Part-Time Faculty Salaries and Wages	
10.	Classified Employee Salaries and Wages	

CURRENT AND CAPITAL EXPENSES

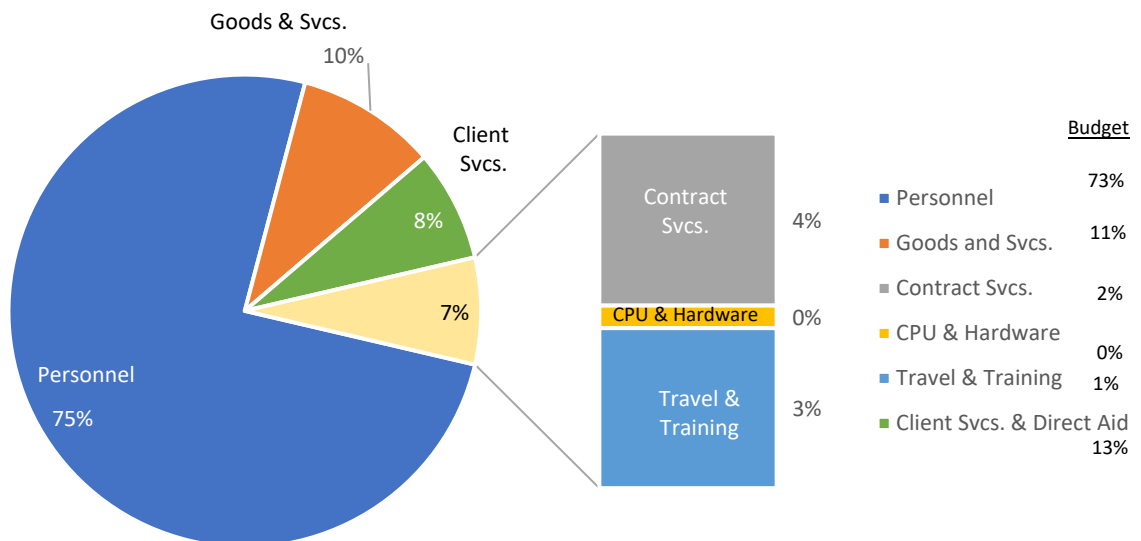
13.	Other Goods and Services	Decreases primarily in Nursing Dept. expenses compared to prior year.
15.	Utilities, Recycling, and Waste Disposal	Utility pricing increases and full year of Cedar building online.
17.	Legal, Acct., and Audit Services	Reclass of Accounting Consultant fees from Contracted Services. See also 25.
21.	Subscriptions and Periodicals	Decreases primarily in Guided Pathways expenses compared to prior year.
24.	Banking and Merchant Fees	Prior FY amount due to Jan-Feb 2022 Bank Reconciliation Entries to post and record Merchant Services fees in the general ledger (G/L).
25.	Contracted Services	Reclass of Accounting Consultant fees to Legal, Accounting, and Audit Services. See also 17.
28.	Travel and Training	During Prior FYE 2023 close, Travel expense accrual was not properly booked showing incorrect reduced expenses in prior year. Cannot adjust prior year per SBCTC.
30.	Debt Service	College Certificates of Participation (COP's) bond payment made to WA State Treasury for Dec 1st. Next payment made on June 1st.
31.	Operating Reserves at 04/30/20XX	Year-to-Date (YTD) 4/30/2025 amount would be (\$300,000) if pending \$1.9 million in State Approps reimbursements (line 1) were completed.

Shoreline Community College
Grants Funds 145
Fiscal Year-to-Date (YTD) at 4/30/2025

Grant Revenues - Fund 145
 Fiscal YTD at 4/30/2025



Grant Expenses - Fund 145
 Fiscal YTD at 4/30/2025



SHORELINE COMMUNITY COLLEGE
FINANCIAL REPORT - GRANT FUNDS 145
MONTH ENDED APRIL 30, 2025

June 25, 2025 Board Packet: p. 32 of 94

		Year-over-Year Comparison of Actuals				YTD Percent of Budget	
		(A)	(B)	(B) - (A)		(C)	(B) / (C)
		Prior YTD at 04/30/2024	Current YTD at 04/30/2025	CY to PY Inc./ (Decr.)	% Change	2024-25 Budget	% of Budget
Ln. Grant Revenues							
1.	Intercollege and Interagency Charges & Reimbursements	\$ 805,733	\$ 929,196	\$ 123,462	15.3%	\$ -	
2.	Federal	668,833	753,081	84,248	12.6%	1,508,617	49.9%
3.	State and Local	(15,000)	-	15,000		758,818	0.0%
4.	Private	-	-	-		64,500	0.0%
Total Grant Revenues		\$ 1,459,566	\$ 1,682,277	\$ 222,711	15.3%	\$ 2,331,935	72.1%
Grant Expenses							
Personnel Expenses							
5.	Exempt Employee Salaries and Wages	223,055	157,437	(65,618)	-29.4%	\$ 286,685	54.9%
6.	Full-Time Faculty Salaries and Wages	82,860	136,844	53,984	65.2%	132,951	102.9%
7.	Part-Time Faculty Salaries and Wages	232,622	273,163	40,541	17.4%	375,917	72.7%
8.	Classified Employee Salaries and Wages	234,755	318,994	84,239	35.9%	353,556	90.2%
9.	Part-Time Hourly and Students Wages	51,751	124,637	72,886	140.8%	131,316	94.9%
10.	Employee Benefits	263,788	277,972	14,184	5.4%	412,812	67.3%
Subtotal Personnel Expenses		1,088,831	1,289,047	200,216	18.4%	1,693,238	76.1%
Current and Capital Expenses							
11.	Goods and Services	127,752	164,144	21,175	16.6%	265,496	61.8%
12.	Supplies and Materials	14,807	20,291	5,484	37.0%		
13.	Other Goods and Services	73,624	92,423	18,799	25.5%		
14.	Utilities, Recycling, and Waste Disposal	-	-				
15.	WA State Agency Services	-	-				
16.	Legal, Acct., and Audit Services	15,000	-	(15,000)	-100.0%		
17.	Insurance Premiums	-	-				
18.	Furniture and Equipment - Non-Cap.	21,511	36,727				
19.	Software License And Maint. - Non-Cap.	516	14,321	13,804	2672.9%		
20.	Subscriptions and Periodicals	2,295	-	(2,295)	-100.0%		
21.	Repairs and Maintenance	-	-				
22.	Voice and Data Transmission Services	-	382	382	-		
23.	Banking and Merchant Fees	-	-				
24.	Contracted Services	27,141	60,393	33,252	122.5%	55,250	109.3%
25.	Capital Outlays - Fixed Assets	-	-	-			
26.	Computers and Related Hardware - Non-Cap.	68,289	7,949	(60,341)	-88.4%		
27.	Travel and Training	9,913	56,232	46,319	467.3%	24,715	227.5%
28.	Client Services and Direct Aid	80,124	130,244	50,120	62.6%	293,236	44.4%
29.	Debt Service	-	-	-			
Subtotal Current and Capital Expenses		\$ 313,219	\$ 418,961	\$ 90,525	28.9%	\$ 638,697	65.6%
Total Grant Expenses		\$ 1,402,051	\$ 1,708,009	\$ 290,741	20.7%	\$ 2,331,935	73.2%
Grant Reserves Increase (Decrease)		\$ 57,515	\$ (25,732)	\$ (68,030)	-118.3%	\$ -	

Note: Please refer to next page for explanations and variance analysis for selected items.

SHORELINE COMMUNITY COLLEGE
FINANCIAL REPORT - GRANT FUNDS 145
VARIANCE ANALYSIS OF LINE ITEMS GREATER THAN \$25,000 AND 10%
MONTH ENDED APRIL 30, 2025

Line	Description	Analysis
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GRANT REVENUES

1.	Intercollege and Interagency Charges &	Increased invoicing and activity in WorkFirst, BFET, and Perkins this fiscal year compared to prior year.
2.	Federal Grants	We are current on invoicing and drawdown of federal grant funds.

PERSONNEL EXPENSES

5.	Exempt Employee Salaries and Wages	Less expenses in SIP Grants this fiscal year compared to prior year.
6.	Full-Time Faculty Salaries and Wages	More expenses in NSF Grants this fiscal year compared to prior year.
7.	Part-Time Faculty Salaries and Wages	More expenses in NSF Grants this fiscal year compared to prior year.
8.	Classified Employee Salaries and Wages	More expenses in SIP Grants this fiscal year compared to prior year.
9.	Part-Time Hourly and Students Wages	More AANAPISI and WorkFirst part-time hourly expenses during this fiscal year compared to prior year.

CURRENT AND CAPITAL EXPENSES

24.	Contracted Services	More expenses in Two NSF, Perkins, SIP, and AANAPISI Grants this fiscal year compared to prior year.
26.	Computers and Related Hardware - Non-Capitalized	Equipment purchased last year under Dept. of Commerce Energy Grant.
27.	Travel and Training	More expenses primarily in AANAPISI and SIP Grants this fiscal year compared to prior year.
28.	Client Services and Direct Aid	Increased expenses in AANAPISI and WorkFirst Delivery Grant this fiscal year compared to last year.

SHORELINE COMMUNITY COLLEGE
LIST OF ALL FEDERAL, STATE, AND LOCAL GRANT AWARDS
MONTH ENDED APRIL 30, 2025

FEDERAL GRANT AWARDS

Name	Grantor	Grant Period	TOTAL Award	Bal. Remaining
SIP: Title III Strengthening Institutions Program	U.S. Dept of Education	10/1/21 - 9/30/26	\$ 2,222,875	**
AANAPISI: Title III Asian American, Native American & Pacific Islander Serving Institutions Program	U.S. Dept of Education			
IUSE: Innovation in Two-Year College STEM Education	National Science Foundation (NSF)	10/1/21 - 9/30/26	\$ 1,198,272	
Biotech Hub	National Science Foundation (NSF)	10/1/24 - 9/30/27	\$ 499,954	
Indian River State College - Subaward	National Science Foundation (NSF)	5/15/21 - 11/30/25	\$ 453,564	
IDEAS (Increase & Diversify Education Abroad for U.S. Students)	National Science Foundation (NSF)	2022 - 25	\$ 104,466	
	U.S. Dept of State	8/1/23 - 7/31/25	\$ 34,995	
TOTAL FEDERAL GRANT AWARDS			\$ 4,514,126	

STATE AND LOCAL GRANT AWARDS

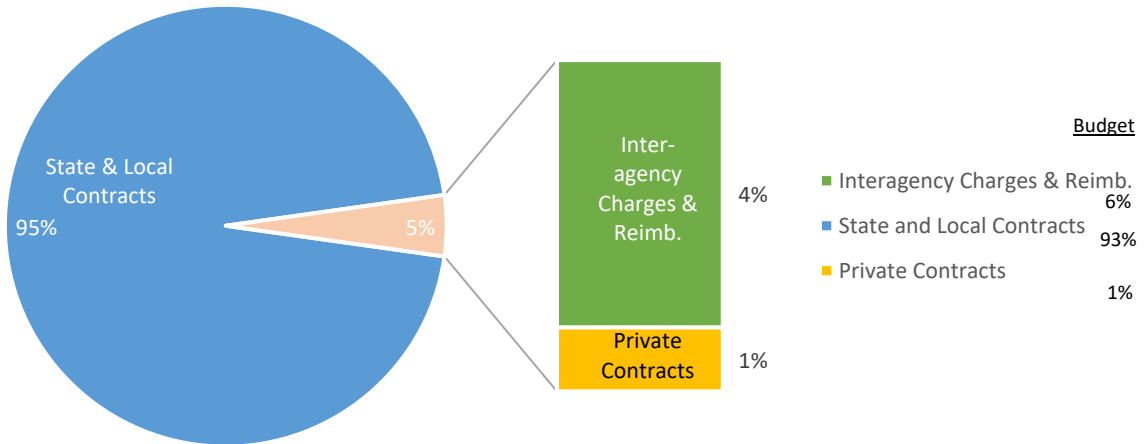
Name	Grantor	Grant Period	TOTAL Award	Bal. Remaining
Worker Retraining Program	SBCTC	7/1/24 - 6/30/25	\$ 1,412,698	**
BFET Grant*	SBCTC	10/1/24 - 9/30/25	\$ 492,245	
Workfirst Delivery Agreement	SBCTC	7/1/24 - 6/30/25	\$ 423,129	
Perkins Plan*	SBCTC	7/1/24 - 6/30/25	\$ 278,033	
BEEdA (Basic Education for Adults) Master Grant*	SBCTC	7/1/24 - 6/30/25	\$ 267,694	
BEEdA New Arrivals Funds*	SBCTC	7/1/24 - 6/30/25	\$ 195,000	
Nursing FTE Expansion Grant	SBCTC	9/30/24 - 6/30/25	\$ 180,000	
SSEH (Supporting Students Experiencing Homelessness)	SBCTC	7/1/24 - 6/30/25	\$ 115,000	
Career Launch Capital Equipment Funding (Biotech)	SBCTC	7/1/24 - 6/30/25	\$ 107,000	
2023-25 High Demand Funding for NAC	SBCTC	7/1/23 - 6/30/24	\$ 91,693	
BEEdA IELCE*	SBCTC	7/1/24 - 6/30/25	\$ 67,331	
I-BEST Allocation	SBCTC	7/1/23 - 6/30/26	\$ 41,028	
Math Placement grant	SBCTC	7/1/24 - 6/30/25	\$ 10,000	
SEAG (Student Emergency Assistance Grant)	SBCTC	1/28/25 - 6/30/25	\$ 7,500	
2023-24 Misc General Grant	SBCTC	1/1/24 - 6/30/24	\$ 4,000	
SUBTOTAL of SBCTC Grant Awards:			\$ 3,692,351	
TTRPG (Table Top Role Playing Games) Innovation Grant	Washington State Library	2024 - 2025	\$ 1,868	
Biotech Internship Expansion	Washington Research Foundation	2024 - 2026	\$ 93,030	
WSAC Universal Transfer Explorer Project	WA Student Achievement Council (WAC)	4/19/24 - 6/30/25	\$ 6,500	
General Clean Energy Grant	WA State Dept of Commerce	7/1/24 - 6/30/25	\$ 533,389	
SUBTOTAL of Other WA State Grant Awards:			\$ 634,787	
Bridge to Finish Grant (Benefits Hub)	United Way-King County	7/1/24 - 6/30/25	\$ 160,000	
SUBTOTAL of Local Grant Awards:			\$ 160,000	
TOTAL STATE AND LOCAL GRANT AWARDS			\$ 4,487,138	
TOTAL OF ALL FEDERAL, STATE, AND LOCAL GRANT AWARDS			\$ 9,001,264	

*NOTE: These WA State Grant Awards are Federal Pass-Thru Grants.

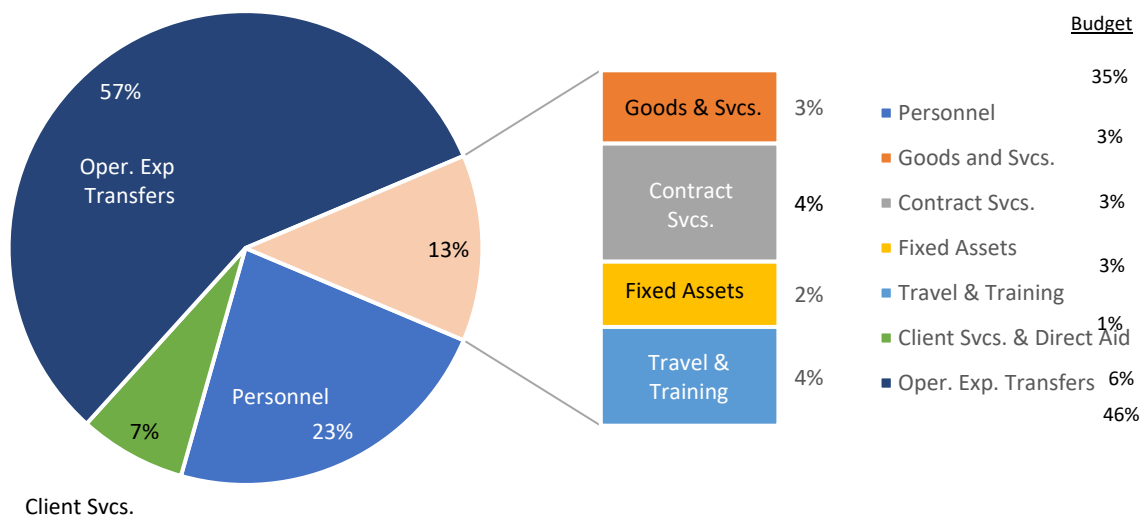
**Revised report forthcoming. Technical issue with reporting portal.

Shoreline Community College
Contracts Funds 146
Fiscal Year-to-Date (YTD) at 4/30/2025

Contract Revenues - Fund 146
 Fiscal YTD at 4/30/2025



Contract Expenses - Fund 146
 Fiscal YTD at 4/30/2025



SHORELINE COMMUNITY COLLEGE
FINANCIAL REPORT - CONTRACT FUNDS 146
MONTH ENDED APRIL 30, 2025

June 25, 2025 Board Packet: p. 36 of 94

		Year-over-Year Comparison of Actuals				YTD Percent of Budget	
		(A) Prior YTD at 04/30/2024	(B) Current YTD at 04/30/2025	(B) - (A) CY to PY Inc./ (Decr.) % Change		(C) 2024-25 Budget	(B) / (C) % of Budget
Ln. Contract Revenues							
1.	Intercollege and Interagency Charges & Reimbursements	\$ 926,911	\$ 445,801	\$ (481,111)	-51.9%	\$ 1,000,000	44.6%
2.	Federal	2,160	4,375	2,215	-	-	
3.	State and Local	9,439,870	11,840,284	2,400,414	25.4%	15,990,014	74.0%
4.	Private	637,432	106,515	(530,917)	-83.3%	150,000	71.0%
Total Contract Revenues		\$ 11,006,373	\$ 12,396,974	\$ 1,390,601	12.6%	\$ 17,140,014	72.3%
Contract Expenses							
Personnel Expenses							
5.	Exempt Employee Salaries and Wages	595,476	651,137	55,661	9.3%	\$ 710,309	91.7%
6.	Full-Time Faculty Salaries and Wages	318,525	384,038	65,513	20.6%	2,321,733	16.5%
7.	Part-Time Faculty Salaries and Wages	186,224	177,169	(9,055)	-4.9%	246,668	71.8%
8.	Classified Employee Salaries and Wages	601,912	547,925	(53,987)	-9.0%	1,002,174	54.7%
9.	Part-Time Hourly and Students Wages	78,859	116,172	37,313	47.3%	164,794	70.5%
10.	Employee Benefits	652,131	615,830	(36,301)	-5.6%	1,496,075	41.2%
Subtotal Personnel Expenses		2,433,127	2,492,271	59,144	2.4%	5,941,752	41.9%
Current and Capital Expenses							
11.	Goods and Services	318,321	283,464	(35,572)	-11.2%	574,959	49.3%
12.	Supplies and Materials	70,308	41,605	(28,703)	-40.8%		
13.	Other Goods and Services	62,089	202,920	140,831	226.8%		
14.	Utilities, Recycling, and Waste Disposal	-	715				
15.	WA State Agency Services	-	-				
16.	Legal, Acct., and Audit Services	2,146	1,223	(923)	-43.0%		
17.	Insurance Premiums	-	-				
18.	Furniture and Equipment - Non-Cap.	15,602	738	(14,864)	-95.3%		
19.	Software License And Maint. - Non-Cap.	48,972	4,867	(44,105)	-90.1%		
20.	Subscriptions and Periodicals	-	1,233	1,233	-		
21.	Repairs and Maintenance	99,725	14,046	(85,678)	-85.9%		
22.	Voice and Data Transmission Services	19,479	16,117	(3,362)	-17.3%		
23.	Banking and Merchant Fees	-	-				
24.	Contracted Services	528,171	457,401	(70,770)	-13.4%	577,091	79.3%
25.	Capital Outlays - Fixed Assets	455,483	253,494	(201,988)	-	471,450	53.8%
26.	Computers and Related Hardware - Non-Cap.	1,493	612	(880)	-59.0%	112,470	0.5%
27.	Travel and Training	287,436	382,180	94,744	33.0%	237,041	161.2%
28.	Client Services and Direct Aid	490,733	790,597	299,864	61.1%	1,037,886	76.2%
29.	Debt Service	343,636	-	(343,636)	-	343,636	0.0%
30.	Operating Expense Transfers	3,691,176	6,161,443	2,470,267	66.9%	7,843,729	78.6%
Subtotal Current and Capital Expenses		\$ 6,116,449	\$ 8,329,192	\$ 2,212,028	36.2%	\$ 11,198,262	74.4%
Total Contract Expenses		\$ 8,549,576	\$ 10,821,463	\$ 2,271,172	26.6%	\$ 17,140,014	63.1%
Contract Reserves Increase (Decrease)		\$ 2,456,797	\$ 1,575,511	\$ (880,571)	-35.8%	\$ -	

Note: Please refer to next page for explanations and variance analysis for selected items.

SHORELINE COMMUNITY COLLEGE
FINANCIAL REPORT - CONTRACT FUNDS 146
VARIANCE ANALYSIS OF LINE ITEMS GREATER THAN \$25,000 AND 10%
MONTH ENDED APRIL 30, 2025

Line	Description	Analysis
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CONTRACT REVENUES

1.	Intercollege and Interagency Charges & Reimbursements	Less CECO and BFET cost-share invoicing this fiscal year compared to prior fiscal year.
3.	State and Local Contracts	During Prior Fiscal Year-End (FYE) 2023 close, unearned revenue for Summer 2023 tuition was not properly booked. Cannot adjust prior year per SBCTC.

PERSONNEL EXPENSES

6.	Full-Time Faculty Salaries and Wages	Increase in Int'l Ed. personnel expenses this fiscal year compared to prior year.
9.	Part-Time Hourly and Students Wages	

CURRENT AND CAPITAL EXPENSES

12.	Supplies and Materials	Less expenses in Int'l Educ. and two short-term programs this fiscal year compared to prior year.
13.	Other Goods and Services	Int'l Educ. Other Goods Expense Accruals: None entered at prior fiscal year-end close. CECO Learning Center North Remodel Expenses this year.
18.	Furniture and Equipment - Non-Cap.	Less expenses this fiscal year compared to prior year.
19.	Software License And Maint. - Non-Cap.	Less expenses this fiscal year compared to prior year.
21.	Repairs and Maintenance	Repairs and Maintenance expense last year for Cybersecurity Recovery and Mitigation.
25.	Capital Outlays - Fixed Assets	Increase in current FY 2025 due to CECO Learning Center North Remodel Project design and engineering fees. King County reimbursing College for this project.
27.	Travel and Training	Higher Int'l Educ. Travel and Training Expense this year compared to last year due to increased recruitment efforts.
28.	Client Services and Direct Aid	Current fiscal year-to-date (YTD) increase primarily due to CECO payment of direct client services compared to prior year.
29.	Debt Service	Foundation billing for Certificate of Participation (COP) debt payment occurred earlier in prior fiscal year compared to current fiscal year.
30.	Operating Expense Transfers	-Timing difference in prior year FY24 operating expense transfers. -Operating expense transfers brought current through 4/30/2025.

Board of Trustees Report: ASG President

Date: Wednesday, May 28, 2025

Submitted by: Jesse Kacaribu, ASG President

Hi everyone. I hope your spring quarter is going well. We have had a busy last few weeks around campus, and I'm excited to share with you some of the recent activities.

- On April 30, we hosted our annual ASG Presidential Open Forum. This was a valuable opportunity for students to meet the 3 candidates for ASG President and to hear their ideas about the future of ASG. The audience also had an opportunity to ask questions to the candidates. The election which was held from April 30-May 9 resulted in a runoff election between the top 2 candidates, Jayna Goh and Tiger Cheung. The results of that runoff will be announced following ASG's confirmation of the results on June 2.
- We have also begun to fill in the ASG and A&E rosters for next academic year. We are still looking to fill a few positions, including our Social Justice Officer, Club Affairs Officer, and Sustainability Officer.
- The S&A Committee has successfully completed the 2025-2026 allocations which we will be presenting later today. We are proud to report that the process was student-led and were thoughtful of each program's needs as well as those of our students.
- On May 11, we also collaborated with Athletics, International Education, and CECO to support our baseball and softball teams for spring Pack the Stands. We provided free shuttles to/from campus, and handed out popsicles, spirit items, free shirts, waters and more.
- Over the last few weeks, we participated in a variety of tabling events, including hosting polling stations for the election, partnering with VMSS to honor fallen servicemembers for Memorial Day, and sharing campus and community resources in support of Mental Health Awareness Month.
- Earlier today, we partnered with Front and Centered WA to host an Environmental Justice workshop to educate students about environmental issues and their impact on frontline communities.
- As we head into the last few weeks of the year, we have a few more activities coming up. Our annual SunFest will take place from June 3-5 and will feature free food truck lunch for students, faculty, and staff, an outdoor art festival and ice cream bar, and a

foam party! The following week, we'll be hosting an abbreviated Relaxation Stations event which will give students a chance to make their own bath bombs and sugar scrubs, and to destress before final exams.

There are a number of other activities being hosted around campus, and I would like to share a few of those with you as well:

- On April 30, the Gender Equity Center partnered with International Community Health Services to present a workshop on the history of ACT Up. On May 27, they collaborated with the WAVES Center to host a screening of the film "Asog", a story of survival, resistance, and solidarity.
- Last month, 21 students from the Honors College presented their research projects at the UW Undergraduate Research Symposium. As always, they did an amazing job of representing the college and showcasing their great work!
- The WAVES Center has hosted a variety of workshops and speakers as part of AAPI Heritage Month, including a live demonstration on how to make vietnamese spring rolls while discussing the 50th anniversary of the Fall of Saigon, the UW Dean of Social Work who presented about the health and wellness for native Hawaiian and indigenous people, and a professor from UNLV who spoke about Thai food and its impact on community in the U.S.
- On May 20, the Career Center hosted over 40 campus and community partners at their annual Career Fair. The event was well-attended and students enjoyed meeting all of the employers and exploring job and internship opportunities.
- Last but not least, International Education will take students to a Mariners baseball game on May 30, which will provide them with a great opportunity to experience American sports culture.

As a student I really enjoyed being a part of the Shoreline 60th Anniversary Open House. It was great to see so many faculty, staff, and resources, and I also loved the free cookie dough, tea tasting, cotton candy and goodies. It is also nice to meet and chat with the Shoreline's alumni, which showed how this school has grown over the years, and also about how much former students valued their experience.

Thank you so much for your continued support. We have a busy last few years of the year coming up, and I know I speak for all of our students when I say that we're excited for that as well as what comes next!

Hello, my name is Tirzah Williamson, and I am the Co-Chief Shop Steward for the Classified Staff Union, WFSE local 304. I have given these remarks to Lori and would like them added to the record.

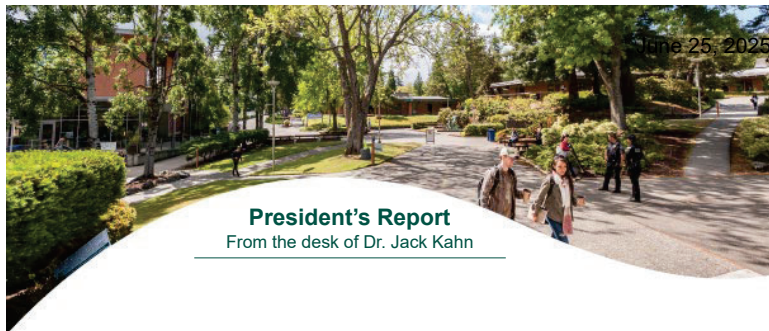
As you may have noticed from my intro, we have had a small structure change in union leadership on campus. The change is two-fold; we had our members vote at the last Lunch and Learn to both delay the standard biannual election process for a new Chief and Assistant, as well as had them vote to update our positions to Co-Chiefs. Both passed overwhelmingly. The reason to delay the formal election is to allow time to work with our new union rep to increase the number of stewards and thus lead to an election with an actual pool of candidates. A school of our size should have about 15 shop stewards, we currently have 5 officially, and one in the works. Of the 5 eligible to become Chief and Assistant – only Norah and I can currently commit to the time demands of the roles. The change to Co-Chief for this one-year period is both a better reflection of the work we have been sharing over the past two years and allows me to provide some much-needed relief to Norah in areas I could not do officially in the Assistant role.

Since I am the one giving the statement today, I want to take this moment to publicly thank Norah for the years of work she has dedicated to this college and the classified staff. I deeply appreciate working alongside her and am honored to help pull more of the load going forward.

As for other events impacting the Classified Staff, I have heard predominantly positive responses to the annual Day of Learning we had on May 2nd. I've heard from several people high praise the session about data in ctcLink. Likewise, I know the session regarding our local tribes led to some great conversations and I have seen the tribal map offered that day pop up around offices. Personally, I think it was the best Day of Learning I have attended.

Finally, as we head rapidly to the end of this academic year, I know the classified staff I hear from regularly, are all working hard despite the uncertain times we seem to find ourselves in. Classified staff are happy that Gov. Ferguson signed a budget that funded our contracts, excluded the demand for furloughs, and did not make painful changes to our health care or our right to bargain. Though we also know there is still a cut coming to all ctc link schools. We do not know where the future is going to take us, and the stress of the unknown is palpable these days. However, we remain committed and focused on what we can do here and now to help our students and one another. It is the community we build that will help us endure, and to that we remain committed.

Thank you for your time.



President's Report

From the desk of Dr. Jack Kahn

Well, it's been a packed month here at SCC. There were a lot of celebrations and wonderful student accomplishments, along with a lot of uncertainty about the budget, impact of federal changes, etc. But we remain resilient and focused on our students!

There were so many wonderful events on campus this month. As you know, we had a blast at our 60th anniversary event. Thank you to the Board for all your support as well as our faculty, staff, students, alumni, and community for coming to all our activities!! Cat Chiappa, Wendy Coates, and their teams really knocked it out of the park!

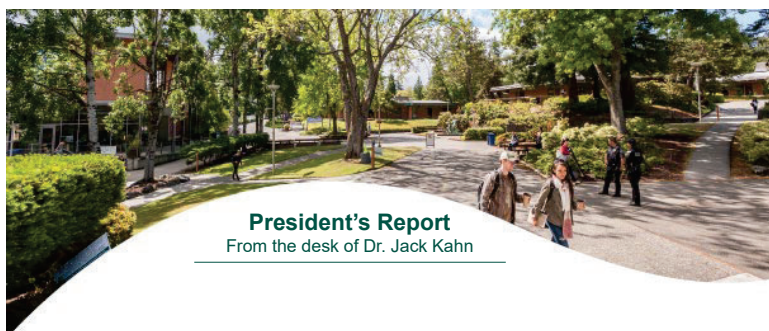
At our Day of Learning, over 300 employees spent time together, getting updates, being inspired by wonderful talks like Dr. Gerry Ebalaroza-Tunnell's "Gracious Anger" and Dr. J's "History of DEI at SCC", celebrating faculty & staff accomplishments, enjoying lunch, and preparing for the ADA Title II requirements to "up our accessibility game" for 2026.

We welcomed the Seattle International Film Festival (SIFF) to our campus once again this year, and opening night was a blast. The film was really fun and connecting with the community even more fun. I'm so glad we can host such great events on campus, particularly ones like this that directly support our academic programs.

We were thrilled to have representatives from the [Tlingit & Haida](#) on campus discussing how our region can best support them (and each other). Alaska Natives make up a large proportion of our indigenous students in this region of WA state and here at SCC. And with a new office just up the street, collaboration becomes even easier. We also had DEI leaders from Everett Community College, Cascadia College, Edmonds College, and Lake Washington Institute of Technology. Can't wait for next steps! Thank you to Brian Ramos and Alejandra Salgado for making this all happen.



What's Happening on Campus



President's Report

From the desk of Dr. Jack Kahn

I was also able to visit several other great events on campus, including the Interdisciplinary Studies presentation "The Power of Language and Empathy" where students engaged with a wonderful presentation and learned from multiple disciplines – thank you to our faculty and deans for coordinating! I also met some of the artists at the AFA Portfolio Exhibition Artist Reception, and I took in about 20 minutes of the "Exploring the Biomedical Sciences Pathway" information session. Sadly, I was triple booked and only caught a portion of each of these great events.

This month I also attended several off-campus events to support the college. I was so glad to have the college represented at Latino Educational Training Institute's Cinco de Mayo celebration – the first community event at their new location! There was great food and community - I did get warned that the red sauce was hot, but as my friends know - Prefiero que la salsa sea picante! Thanks to Ryan Aiello, Liz Agapito, Jessica Strickland, and Shanon Ehmke-Reedy for joining!

At the UW undergraduate research symposium, we had 21 (yes, I said 21) undergraduate students presenting their honors research posters. Apparently 6000 students in total took part in the event. I was able to see some of our students "in action" as well, which was a real treat – their confidence and excitement for learning was palpable. Thank you to faculty mentors Michael Overa, who coordinates the Honors College and their participation in this symposium, and Rachel David, who I ran into as she was supporting her students at the event.

Much of the energy in the office these past two weeks has gone into preparing for the WACTC meeting to be held on campus this year and all the usual items – budget, policy work, etc. I'm looking forward to connecting with the Board this month.

Cheers,

Jack



What's Happening on Campus



President's Report

From the desk of Dr. Jack Kahn

Events – Spring 2025

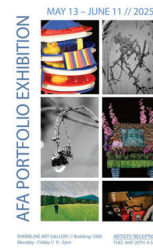
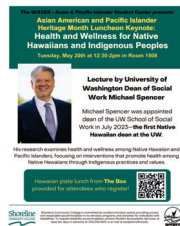
Shoreline Community College hosted a series of events since the last Board Meeting.



Top Row (L – R): Day of Learning with President Kahn, VP Ramos, and Dr. Ebaleroza-Tunelli; Representatives from Tlingit & Haida visit campus. Middle Row: The community comes together for Shoreline's 60th Anniversary. Bottom Right: President Kahn with Honors College students at the UW Research Symposium.



Campus Events and Outreach



Connections and Outreach

DOMESTIC STUDENTS

- **Goals**
 1. Increase Manufacturing enrollment by 5% (n=79 for all programs currently)
 2. Increase Computer Science enrollment by 5% (n=5 for all programs currently)
 3. Increase Recruitment-based events by 2 per month
- **Actions**
 1. Throughout the summer term, we will be collaborating with prof-tech departments to identify and attend different events and opportunities with community businesses and industry partners to enhance visibility of our programs and resources.
 2. In the SSD412, we will provide more information regarding certificate programs to students and counselors to help promote the different options that students have when it comes to higher education.

RUNNING START

- **Goals**
 1. Increase the Hispanic/Latinx Running Start population by 5% from our current 4.9% to 9.9% by Fall 2025.
 2. Increase the Native Hawaiian/Pacific Islander Running Start population by 0.5% from our current 0.4% to 0.9% by Fall 2025.
 3. Maintain all other HUM groups for Running Start at or above the current percentage.
- **Actions**
 1. SOAR with two local high schools is scheduled in May.

**Strategic Plan Updates**

A5: Support strategies to achieve robust international student enrollment based on best practices for successful International Enrollment Management at a community college.

- New MOUs were created with the **Tianjin Fayao High School**, **Sichuan University** for a 1+1+2 program, and **Crescent High School and Junior College** in Pune, India.

B1: Assess student needs on an ongoing basis so all students receive an equitable and consistent level of support, attention, and guidance (e.g., financial aid, advising, counseling, childcare, mentorship, transportation, bookstore, etc.) throughout their time at Shoreline.

- The [CCSSE](#) assessment was launched in early May to a random sample of students in the classroom, and online.

C7: Implement a set of guiding principles for budgeting and resource allocation that reflect faculty, staff, administrator, and student feedback in an open and transparent manner.

- Following research, development, and stakeholder engagement across Fall 2024 and Winter 2025, the updated Budget Process and Budget Guiding Principles were shared with campus in early March 2025.

C3: Implement participatory governance system that includes ongoing training, coaching, and support that centers on collaborative decision-making and transformative leadership to engage the executive team, faculty, staff, administrators, unions, and students in decision-making processes; ensure that the results of these decision-making processes are communicated to the Shoreline Campus community.

- The College's new system of Participatory Governance officially launched at Day Of Learning on May 2, 2025.

E2: Strengthen ongoing relationships with external local, regional, national, and global partners including, but not limited to, business, community-based organizations, intuitions of higher education, and career placement agencies in order to increase enrollment and expand opportunities for students.

- A new MOU was signed with **National University**



Daily Enrollment Tracking Report (DENTR), SUMMER 2025

Report date: 05/22/2025
 Reflects enrollment through: 5/22/2025 1:31:05 AM (OK)
 Equivalent enrollment date, previous year: 05/27/2024

This report summarizes enrollment using quarterly Full-Time Equivalent (FTE) units. One quarterly FTE is equivalent to 15 credits.

Total FTEs: 854, +9.0% compared to same day last year

	Today	Current Yr. Pre-Conversion*	Same Day Previous Year*	Previous Yr. Pre-Conversion	FTEs Change	% Change	Previous Year Final	Prev. Yr. Final Pre-Conversion
State Supported	845	845	599	599	+46	+7.7%	1327	1327
Contract (Total)	193	193	166	166	+27	+16.3%	440	440
International Contract	150	150	140	140	+10	+7.3%	317	317
RS Contract	24		12		+12	+93.6%	36	
CECO Contract ^A	18		14		+5	+33.7%	83	
Other Contract	1		0		1	+100.0%	4	
Self-supporting	16		19		-3	-15.4%	37	
TOTAL	854		784		+70	+9.0%	1804	

* QARS_Actual: Previous year's data is pulled from a QARS report in the previous year reflecting the equivalent enrollment date.

** CONVERSION NOTES

Under the current state allocation model, each college may convert international contract FTEs to state-supported FTEs for allocation purposes, up to 2% of the college's District Enrollment Allocation Base (DEAB).

--> A total of 9 FTEs have been converted from international contract to state FTEs this quarter.

--> Note that FTEs and % change from previous year compare pre-conversion numbers.

--> Current count of unconverted state-supported FTEs this quarter is: 2

^A Due to the rolling enrollment structure of the CECO program, today's numbers will not be comparable to Previous Year Final until after the 10th day of the quarter.

Important Dates Summer 2025

Priority Registration Starts 5/1/2025
 Continuing Student Enrollment Begins 5/5/2025
 Ghost Student Drop Date 6/5/2025
 Tuition Payment Deadline 6/18/2025

Important Dates Summer 2024

Priority Registration Starts 5/9/24
 Continuing Student Enrollment Begins 5/13/24
 N/A 6/8/24
 Tuition Payment Deadline, Holiday 6/19/24

First Drop for Non-Payment; Holiday 6/19/2025	N/A 6/20/24
N/A 6/20/2025	First Drop for Non-Payment 6/21/24
Previous Quarter Grades Available 6/25/2025	N/A 6/25/24
Second Drop for Non-Payment 6/26/2025	Previous Quarter Grades Available; Second Drop for Non-Payment 6/26/24
First Day of Classes 7/1/2025	First Day of Classes 7/1/24
N/A 7/2/2025	Third Drop for Non-Payment 7/2/24
Third Drop for Non-Payment; Last Day to Add 7/3/2025	Last Day to Add 7/3/24
Holiday 7/4/2025	Holiday 7/4/24
Fourth Drop for Non-Payment 7/7/2025	Fourth Drop for Non-Payment 7/8/24
Final Drop for Non-Payment; Census Date 7/9/2025	Final Drop for Non-Payment; Census Date 7/10/24
N/A 7/11/2025	NA 7/12/24
Last Day of Instruction 8/21/2025	Last Day of Instruction 8/22/24
Grades available to students 8/27/2025	Grades available to students 8/28/24
QARS Snapshot 9/2/2025	QARS Snapshot 9/3/24



Grant Updates

Submitted/Pending Grant Applications:

- ☐ **SBCTC:**
 - o SEAG (Student Emergency Assistance Grant): \$155,000
 - o SSEH (Supporting Students Experiencing Homelessness): \$108,000
 - o BeDA (Basic Education for Adults) Basic Grant: \$277,265
 - o BeDA IELCE (Integrated English Literacy and Civics Education): \$69,601
 - o Workfirst Delivery Agreement: \$412,384
 - o Worker Retraining Program: \$1,545,231
 - o Perkins Plan: \$268,364
 - o HEET 18 (Hospital Employee Education & Training): SCC Medical Lab Technology as subawardee on a grant submitted by Renton Technical College
- ☐ **Student Affairs Administrators in Higher Education:**
 - o NASPA Student Emergency Aid Microgrant: \$10,000
- ☐ **King County – Veterans, Seniors & Human Services Levy:**
 - o Supporting Student Veterans and their Families grant: \$865,638
 - o To provide emergency housing and basic needs assistance to Veteran and military connected students.
 - o Partnership with Operation Military Family
- ☐ **US Department of Education:**
 - o Native American Career and Technical Education Program (NACTEP) Grant Partnership: SCC as subawardee on a grant submitted by Muckleshoot Tribal College, to fund a certificate program in Entrepreneurship, taught by SCC faculty on-site at Muckleshoot Tribal College

Grant Proposals in Progress:

- ☐ **Washington State Department of Children, Youth & Families (DCYF):**
 - o Early Childhood Equity Grant for staff trainings and classroom materials for the PCC: \$28,000
- ☐ **Washington Research Foundation (WRF):**
 - o Researching this possible funding opportunity for the Honors College STEM Research Track

Other Updates:

- ☐ IDEAS (Increase & Diversify Education Abroad for U.S. Students) grant from the US Department of State had been paused but was unfrozen in April.
 - o The new study abroad program funded by this grant will now be implemented, with 6 Nursing students and 2 Nursing faculty traveling to Ecuador at the end of June.
 - o For our last quarterly report (May 2025), we were required to submit a new form, the "Certification of Compliance with Federal Anti-Discrimination Laws."
- ☐ Our grant-seeking strategy is changing, to adapt to the federal funding context.
 - o Due to the pausing or cancellation of certain federal grant programs, we are seeking grants from non-federal funders when possible.
 - o For example: Because the Department of Education has paused the CCAMPIS (Child Care Access Means Parents in School) grant program, we are instead pursuing a grant from Washington State DCYF (Department of Children, Youth & Families) to support Shoreline's Parent Child Center.



Over 300 employees participated in the campus-wide [Day of Learning](#) activities occurring on May 2, 2025. This annual professional development opportunity included an extremely well received morning keynote entitled "Gracias Anger" delivered by Dr. Gerry Ebalaroza-Tunnell which spoke to "focusing our emotions with intention while honoring them with grace" during turbulent times. Other activities included DEIA workshops such as "A Brief History of DEI at Shoreline", "Rooted in Land: Understanding NW Tribal Histories" and "Creating a Framework of Equity", College-wide training on upcoming digital accessibility requirements, and variety of operational training topics in the areas of accessibility at work, harnessing institutional data, etc.

Safety & Security Updates

The College's spring all-campus fire/evacuation drill was successfully completed on Thursday, May 1st, 2025. On May 12, 2025, the College welcomed the Shoreline Fire Department on campus to provide a "Hands-Only CPR/AED" course (non-certificate) to interested employees. Training participants received instruction on adult CPR, AED, and choking response as well as a brief overview of infant CPR and choking. And a bit of fun news, a pair of ospreys have built a nest on the T-Mobile cell tower west of Bldg. 1500.

Foundation/Advancement Updates

New Board Member: The Foundation has invited Jaime Puracal, a construction development manager, to join the board of directors. Jamie has extensive experience steering large-scale construction projects from conception to successful completion based on client requirements, budget, and time frames.

Scholarships 25/26 Update: Last week, the Foundation sent out offer letters for more than 150 scholarship awards for the 25/26 academic year. The minimum amount awarded was \$1,000! We will have more data and information once the awards are accepted, and we look forward to sharing that data with you and the community!

Alumni: One of the best things to happen at the 60th Anniversary and Open House was the Alumni-specific programming. We are excited about the revamping of our Alumni program and encouraged by the number of Alumni who indicated their interest in creating an active and involved Alumni Association.

Events: Please save the date for the first ever Donor and Scholar Dinner on September 25, 2025. This event will bring our scholarship recipients and scholarship donors together for and evening of inspiration and celebration. Also, please save November 7, 2025 for the annual Giving Table Luncheon.



College Calendar



Important Dates:

- [Employee Calendar](#)
- [College Calendar](#)
- [Academic Calendar](#)

College Updates (DAAG)

- [Campus Updates 5/22/2025](#)
- [Campus Updates 5/15/2025](#)
- [Campus Updates 5/8/2025](#)
- [Campus Updates 5/1/2025](#)
- [Campus Updates 4/24/2025](#)





Services & Activities Fee Budget Allocation Proposal 2025-2026

Presented by:

Grace Tjandra, ASG Budget & Finance Officer

Darain Khan, ASG Student Representative

Sundi Musnicki, Director of Student Leadership & Residential Life

2024-2025 S&A Budget Recap

During the 2024-2025 academic year, S&A allocated up to \$1.55 million to 17 programs, 40-50 student clubs, and discretionary budgets

- Anticipated \$1.1 million in revenue from S&A fee
- Accessing up to \$450,000 from reserves

As of mid-May, S&A has brought in \$1,292,321 in revenue

- \$1,100,533 has been spent by programs and student clubs
- Depending on year-end spending, potential for \$100,000 to be accessed from reserve before June 30th

Plans for 2025-2026

A projected budget of \$1.55 million for the upcoming year was based on the following:

- Anticipated revenue of \$1.5 million based on continued increase in enrollment and additional funding brought in from international S&A (not included in revenue for the last 2-3 years)
- Accessing \$200,000 from S&A reserve (overestimated in case of rev. shortfall)

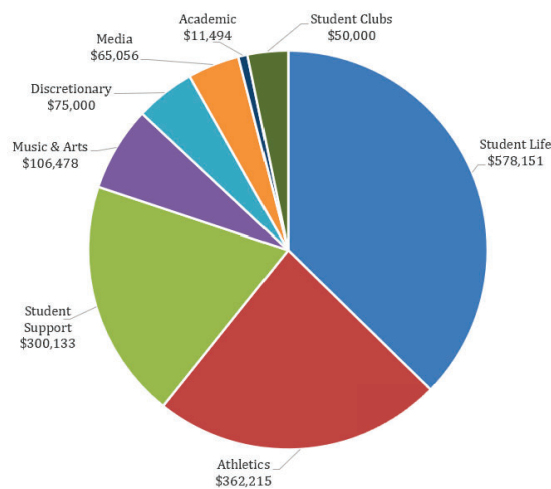
All programs were asked to submit requests for funding for the 2025-2026 academic year by early April. Almost \$1.78 million was requested from programs and discretionary budgets.

S&A Budget Allocation Process Overview



2025-2026 Budget Allocation Breakdown

- S&A Supports:
- 17 Programs
 - Student Clubs
 - Discretionary Funding: Mini-Grant & Contingency



Programs	2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
Arts & Entertainment	\$87,203	\$94,101	\$78,811
Art Gallery	\$7,313	\$9,064	\$7,313
Assoc. Student Gov.	\$110,223	\$122,581	\$95,910
ASG - Student Clubs	\$50,000	\$50,000	\$50,000
ASG - Contingency	\$10,000	\$10,000	\$1,473
ASG - Mini-Grant	\$75,000	\$75,000	\$75,000
Athletics	\$350,629	\$371,970	\$362,215
Choral Groups	\$0	\$6,360	\$3,615
Concert Band	\$6,137	\$4,399	\$4,399
DECA	\$5,750	\$37,725	\$11,494
Ebbtide	\$35,305	\$37,819	\$35,305
Gender Equity Center	\$56,403	*see combined request below	
Instrumental Music	\$11,024	\$25,424	\$7,049
Multicultural Center/Gender Equity Center*	\$70,482	\$181,722	\$139,886
Opera & Musicals	\$32,139	\$36,635	\$26,635
Parent/Child Center	\$82,210	\$92,597	\$82,210
Plays & Video	\$7,176	\$9,384	\$7,176
Spindrift	\$27,868	\$46,569	\$29,751
Student Life	\$404,817	\$408,930	\$403,430
Theater Tech	\$50,291	\$65,485	\$50,291
Tutoring	\$69,819	\$92,412	\$78,037
TOTAL	\$1,549,789	\$1,778,177	\$1,550,000

Notable Changes - ASG

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$110,223	\$122,581	\$95,910

DESCRIPTION: ASG serves as the representative student voice at Shoreline Community College. 8 officers and 3 representatives serve on a variety of campus-wide committees, oversee 3 student fee budgets, and organize a variety of events and initiatives throughout the year to support and serve their peers.

CHANGES: Funding for student salaries and supplies for initiatives were reduced based on current year's spending.



Notable Changes - Athletics

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$350,629	\$371,970	\$362,215

DESCRIPTION: Athletics funds three men’s teams, four women’s teams that compete against 38 other community colleges in the Pacific Northwest, in addition to intramural sports league for students interested in non-collegiate level sports.

CHANGES: Increased costs for insurance, athletic trainers, field rentals, membership. Reduced funding was allocated to intramurals based on current year’s spending.



Notable Changes – Gender Equity Center & Multicultural Center

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$126,885	\$181,722	\$139,886

DESCRIPTION: The Gender Equity Center and Multicultural Center advocates for and supports students from underserved populations and facilitates activities that support retention and student success.

CHANGES: Increased funding for student and hourly salaries were requested and a portion was allocated based on increased use/need.



In Conclusion...

- Anticipated revenue of \$1.5 million + \$200,000 accessed from reserves if needed
- Almost \$1.78 million requested by 17 programs, student clubs, and discretionary funds
- Allocation/intention to use \$1.55 million for 2025-2026 academic year

Thank You. Questions?



2025-2026 Budget Workshop

Board of Trustees

May 28, 2025

Dr. Jack S. Kahn, President

Joe Mazur, CPA, VP-BAS

1

Operating Budget Assumptions - Revenues

- Budgeted Revenues and Contract Transfers Includes:
 - State Allocation reduction of ~\$700,000.
 - SBCTC approved 3% increase in tuition rates.
 - 2% enrollment increase in “State Support” revenue.
 - Flat enrollment after COLA increase for Contract Programs (4% buffer).
 - WA State Treasury LGIP Investment Earnings.

2

Operating Budget Assumptions - Expenses

- Budgeted Expenses Includes:
 - NO reductions in permanent employee staffing-- Our decision not to spend “OFM Debacle” funds helped us here.
 - Recurring 3% COLA full-time salaries and wages increase.
 - College paid health insurance premiums for eligible employees. Currently at \$1,170 per month or \$14,040 annually.
 - WA State Retirement System Contributions for eligible employees. Currently an average of \$682 per month or \$8,184 annually.
 - Previously Unbudgeted Mandatory Costs and Increases
 - \$103,960 in Innovation Grant Awards.

3

Operating Budget Assumptions – Expenses (Cont’d)

- Budgeted Expenses Includes (cont’d):
 - Reductions in various Operating Expense categories:
 - Reduce non-personnel costs (Budget Managers’ recommendations)
 - Travel Reduction
 - Reduce Contracted Services
 - Reduce Non-teaching, Non-Contractual
 - Reduce Overtime & Admin. “extra duties” stipend

4

Operating Budget Assumptions – New Positions

- Budget Includes New Positions and Personnel Expenses:
 - Ranked in priority order by Exec. Team.
 - Participatory Governance - SPBC's "Guiding Principles" Rubric
 - This would allow several key positions and other personnel expenses to be funded.

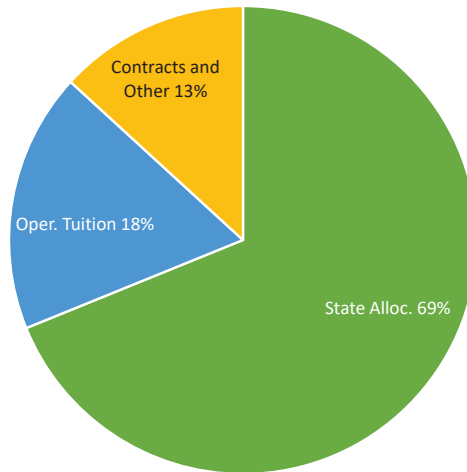
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Operating Budget Assumptions – Expenses (Cont'd)

- Budgeted Expense (cont'd)
 - PROCESSES
 - Innovation Grants launch first and thank you Foundation!
 - Quarterly review of Operating Expense Reductions above
 - Allow 4-6 positions to move forward (about 50% Classified) slowly throughout the year, contingent on actual results.

6

Operating Revenues Budget for FY 2025-26



■ State Alloc. ■ Oper. Tuition ■ Contracts and Other

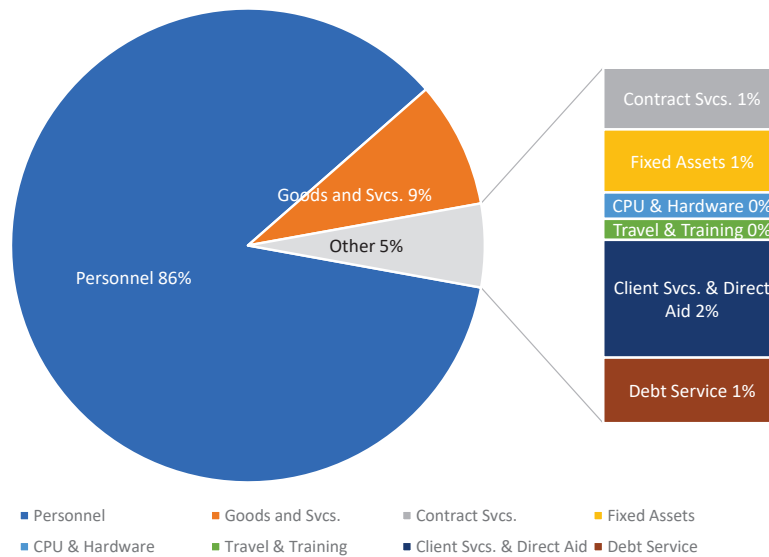
7

2025-26 Operating Revenues

Operating Revenues and Contract Transfers	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase/ Decrease
State Operating Appropriations	\$40,085,208	\$39,387,233	68.9%	\$(697,975)
Operating Tuition	9,776,902	10,271,613	18.0%	494,711
International Education Contract Transfer	4,995,681	4,995,681	8.7%	0
Running Start Contract Transfer	1,925,000	1,925,000	3.4%	0
CECO Contract Transfer	473,048	473,048	0.8%	0
CEP	50,000	50,000	0.1%	0
Reinvestment Revenue	0	100,000	0.2%	100,000
Total Operating Revenues and Transfers	\$57,305,839	\$57,202,575	100.0%	\$(103,264)

8

Operating Expenses Budget for FY 2025-26



9

2025-26 Operating Salaries, Wages, and Benefits

Salaries, Wages, and Benefits Expenses	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase/ Decrease
Exempt Employee Salaries and Wages	\$6,123,952	\$6,788,741	11.9%	\$664,789
Full-Time Faculty Salaries and Wages	11,601,617	12,105,313	21.2%	503,696
Part-Time Faculty Salaries and Wages	9,652,752	9,262,407	16.2%	(390,345)
Classified Employee Salaries and Wages	8,851,434	8,257,258	14.4%	(594,176)
Part-Time Hourly and Student Wages	1,221,077	444,954	0.8%	(776,123)
Employee Benefits	11,422,504	12,165,239	21.3%	742,735
Sub-Total Salaries, Wages, and Benefits:	\$48,873,335	\$49,023,912	85.7%	\$150,577

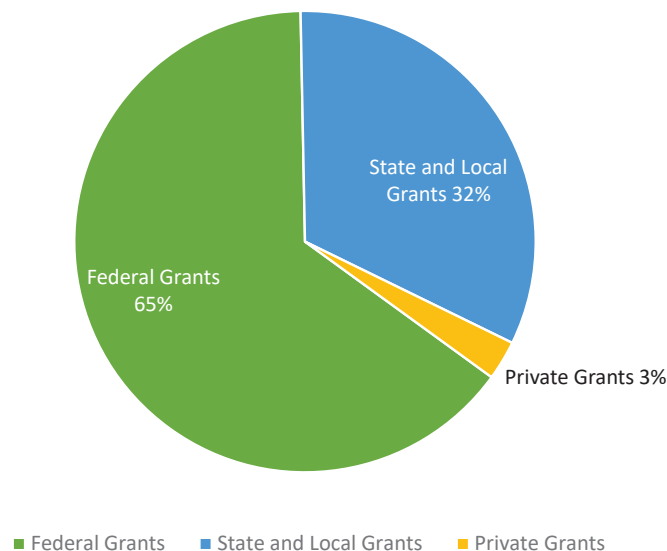
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2025-26 Operating Current and Capital Expenses

Current and Capital Expenses	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase/ Decrease
Contracted Services	\$756,226	\$564,471	1.0%	\$(191,755)
Goods and Services	4,491,289	4,923,919	8.6%	432,631
Travel and Training	392,408	192,408	0.3%	(200,000)
Capital Outlays - Fixed Assets	698,318	577,480	1.0%	(120,838)
Computers and Related Hardware, Non-Cap.	423,346	241,911	0.4%	(181,435)
Client Services and Direct Aid	1,078,474	1,078,474	1.9%	0
Debt Service	592,443	600,000	1.0%	7,557
Subtotal Current and Capital Expenses	\$8,432,504	\$8,178,663	14.3%	\$(253,840)
Total Operating Expenses	\$57,305,839	57,202,575	100.0%	(103,263)
Unallocated Budget Funds (Deficit Funds)	\$0	\$0		\$0

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Grants Revenues Budget for FY 2025-26



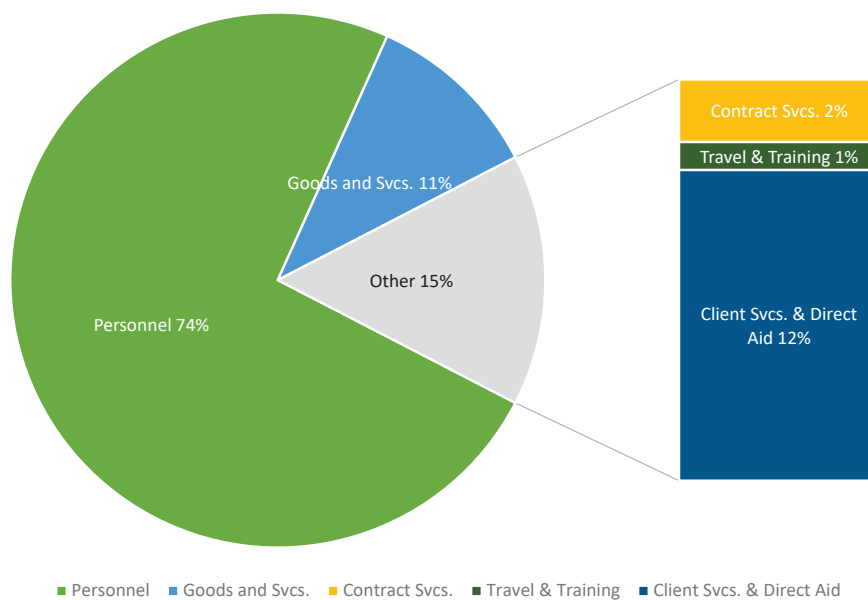
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2025-26 Grants Revenues

Grants – Fund 145 Revenues	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase/ Decrease
Federal Grants	\$1,508,617	\$1,508,617	64.7%	\$0
State and Local Grants	758,818	758,818	32.5%	0
Private Grants	64,500	64,500	2.8%	0
Total Grants Revenues	\$2,331,935	\$2,331,935	100.0%	\$0

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Grants Expenses Budget for FY 2025-26



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2025-26 Grants Personnel Expenses

Grants – Fund 145 Salaries, Wages, and Benefits	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase /Decrease
Exempt Employee Salaries and Wages	\$286,685	\$295,285	12.6%	\$8,601
Full-Time Faculty Salaries and Wages	132,951	136,940	5.8%	3,989
Part-Time Faculty Salaries and Wages	375,917	375,917	16.0%	0
Classified Employee Salaries and Wages	353,556	364,163	15.5%	10,607
Part-Time Hourly and Student Wages	131,316	131,316	5.6%	0
Employee Benefits	412,812	424,752	18.1%	11,939
Sub-Total Salaries, Wages, and Benefits:	\$1,693,238	\$1,728,373	73.7%	\$35,135

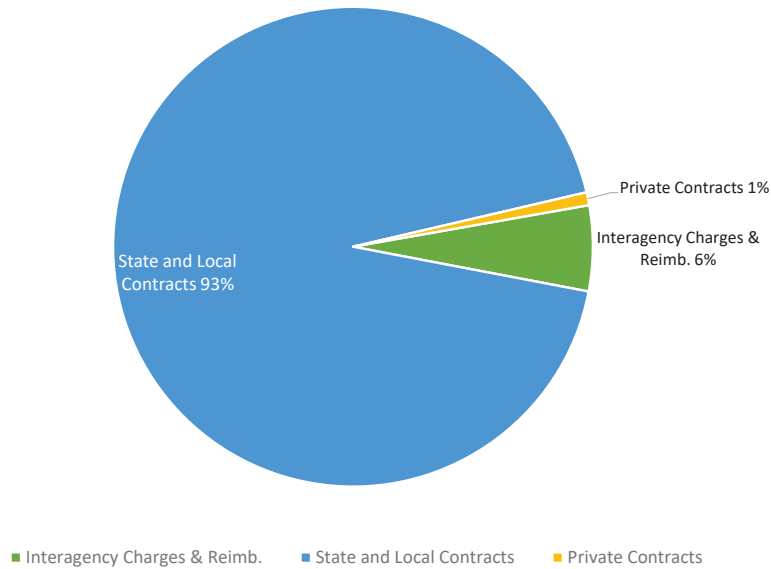
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2025-26 Grants Current and Capital Expenses

Grants – Fund 145 Current and Capital Expenses	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase /Decrease
Contracted Services	\$55,250	\$55,250	2.4%	\$0
Goods and Services	265,496	249,361	10.7%	(16,135)
Travel and Training	24,715	24,715	1.1%	0
Capital Outlays - Fixed Assets	0	0	0.0%	0
Computers and Related Hardware, Non-Cap.	0	0	0.0%	
Client Services and Direct Aid	293,236	274,236	11.8%	(19,000)
Debt Service	0	0	0.0%	0
Subtotal Current and Capital Expenses	638,697	603,562	0.0%	\$(35,135)
Total Operating Expenses	\$2,331,935	\$2,331,935	100.0%	\$0
Grants Reserves Increase / (Decrease)	\$0	\$0		\$0

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Contracts Revenues Budget for FY 2025-26



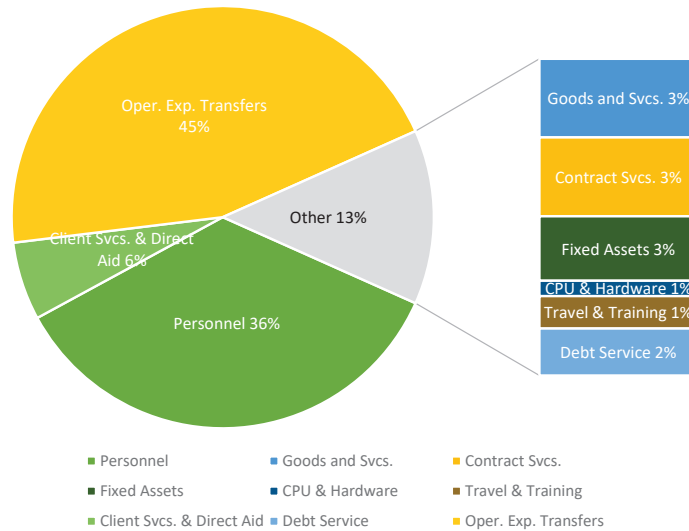
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2025-26 Contract Revenues

Contracts – Fund 146 Revenues	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase/ Decrease
Intercollege and Interagency Charges & Reimbursements	\$1,508,617	\$1,508,617	64.7%	\$0
State and Local Contracts	15,990,014	16,183,753	93.4%	193,739
Private Contracts	150,000	150,000	0.9%	0
Total Contracts Revenues	\$17,140,014	\$17,333,753	100.0%	\$193,739

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Contracts Expenses Budget for FY 2025-26



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2025-26 Contracts Personnel Expenses

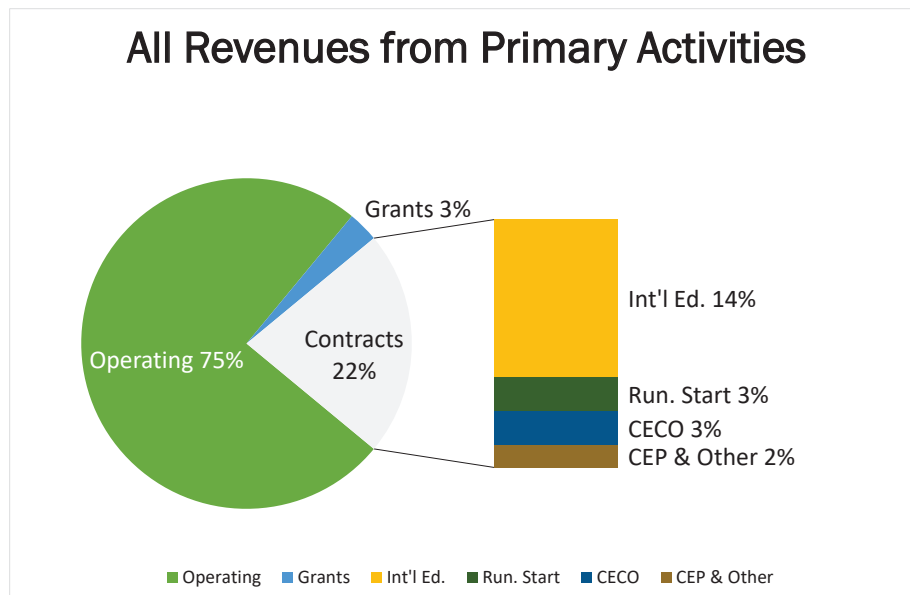
Contracts – Fund 146 Salaries, Wages, and Benefits	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase /Decrease
Exempt Employee Salaries and Wages	\$710,309	\$731,619	4.2%	\$21,309
Full-Time Faculty Salaries and Wages	2,321,733	2,391,385	13.8%	69,652
Part-Time Faculty Salaries and Wages	246,668	254,068	1.5%	7,400
Classified Employee Salaries and Wages	1,002,174	1,032,239	6.0%	30,065
Part-Time Hourly and Student Wages	164,794	164,794	1.0%	0
Employee Benefits	1,496,075	1,561,386	9.0%	65,312
Sub-Total Salaries, Wages, and Benefits:	\$5,941,752	\$6,135,490	35.4%	\$193,738

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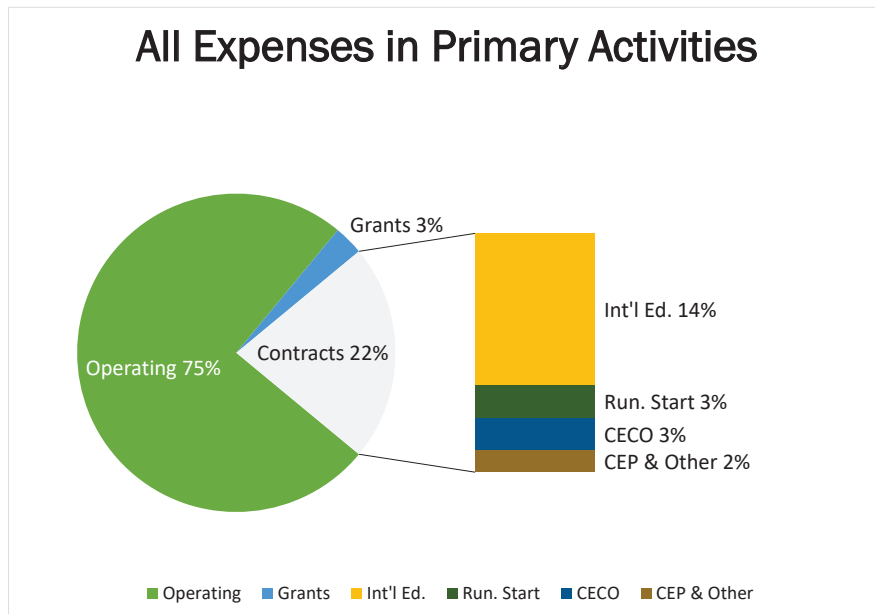
2025-26 Contracts Current and Capital Expenses

Contracts – Fund 146 Current and Capital Expenses	Approved 2024-25 Budget	Proposed 2025-26 Budget	% of total	Increase /Decrease
Contracted Services	\$ 577,091	\$577,091	3.3%	\$0
Goods and Services	574,959	574,959	3.3%	0
Travel and Training	237,041	237,041	1.4%	0
Capital Outlays - Fixed Assets	471,450	471,450	2.7%	0
Computers and Related Hardware, Non-Cap.	112,470	112,470	0.6%	0
Client Services and Direct Aid	1,037,886	1,037,886	6.0%	0
Debt Service	343,636	343,636	2.0%	0
Operating Budget and Parking Services Transfers	7,843,729	7,843,729	45.3%	0
Subtotal Current and Capital Expenses	11,198,262	\$11,198,262	64.6%	\$0
Total Contracts Expenses	17,140,014	\$17,333,753	100.0%	\$193,738
Contracts Reserves Increase / (Decrease)	\$0	\$0	21	\$0

Total Budgeted Revenues for FY 2025-26



Total Budgeted Expenses for FY 2025-26



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Thank you!

Questions?



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**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF JUNE 25, 2025**

TAB 1

CONSENT AGENDA

Subject: Board of Trustees 2026 Regular Meeting Schedule

Background

The Board of Trustees conducted a first reading of proposed regular meeting dates and time for calendar year **2026** at the May 28, 2025 regular meeting of the Board.

<u>WINTER 2026</u>		
January 28, 2026 (Wed) 3:00 PM	February 25, 2026 (Wed) 3:00 PM	March 18, 2026 (Wed) <i>(Third Wednesday of the month)</i> 3:00 PM
<u>SPRING 2026</u>		
April 22, 2026 (Wed) 3:00 PM	May 27, 2026 (Wed) 3:00 PM	June 24, 2026 (Wed) 3:00 PM
<u>SUMMER 2026</u>		
July 15, 2026 (Wed) <i>(Third Wednesday of the month)</i> 3:00 PM		
<u>FALL 2026</u>		
September 30, 2026 (Wed) 3:00 PM <i>(Fifth Wednesday of the month)</i>	October 28, 2026 (Wed) 3:00 PM	December 2, 2026 (Wed) <i>(First Wednesday of the month)</i> 3:00 PM

Recommendation

That the Board of Trustees approve the regular meeting dates and time for calendar year **2026** as presented above in its June 25, 2025 consent agenda.

Prepared by: Lori Yonemitsu, Executive Assistant to the President
Shoreline Community College
June 2025

**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF JUNE 25, 2025**

TAB 2

ACTION

**Subject: Transfer Fund Reserves to Clear Fund Reserves Deficits for Fiscal Year
 ending 6/30/2025**

To follow

List of Funds with Deficit Reserves to be Cleared by Fiscal Year ending 6/30/2025.

Recommendation

That the Board of Trustees authorize College Administration to transfer fund reserves up to \$8,476,243 to clear fund reserves deficits for the fiscal year ending 6/30/2025 in accordance with SBCTC directive.

Prepared by: Joe Mazur, Vice President of Business & Administrative Services
 Shoreline Community College
 June 2025

SHORELINE COMMUNITY COLLEGE**LIST OF FUNDS WITH DEFICIT RESERVES****TO BE CLEARED BY FISCAL YEAR ENDING 6/30/2025***Presented at the June 25, 2025 Meeting of the Board of Trustees***Background:**

1. SBCTC directing all colleges to clear deficit reserves to be in compliance with WA OFM certification of balances in preparation for state-wide "One Washington" financial system conversion effective 7/1/2026.
2. All of the fund deficits have existed for years/decade+ and carried forward from Feb 2022 cTcLink conversion.
3. All allowed funding sources will be used with the majority from Fund 146 Contract programs and specifically I.E.

Funds with Deficit Reserves to be Cleaned Up as of 6/14/2025. NOTE: Amounts could change through fiscal year-end close.

Fund Description	Deficit Amt.	How Far Back?	Notes
448 Central Printing	\$ 246,139	Prior to 2022	Deficit since cTcLink Conversion.
460 Motor Pool Operations	28,183	Prior to 2022	Deficit since cTcLink Conversion.
524 Bookstore Operations	1,317,734	Since 2019	Includes \$582,756 A/R to be written off.
528 Parking Operations	2,122,053	10+ years	Approval in April 2024 for 5 year clean up plan.
146 Student Housing	1,706,360	Prior to 2022	Discussion at the April 2025 BOT meeting.
573 Student Housing	1,599,021	Prior to 2022	Discussion at the April 2025 BOT meeting.
846 Direct Loans, Unsub	1,165,159	Prior to 2022	Deficit since cTcLink Conversion.
849 Direct Loans, Sub	272,402	Prior to 2022	Deficit since cTcLink Conversion.
850 Federal + State Workstudy Match	19,192	Prior to 2022	Deficit since cTcLink Conversion.
Total of Fund Reserve Deficits:	\$ 8,476,243		

Sources of Fund Reserves to Offset Deficits as of 6/14/2025. NOTE: Amounts could change through fiscal year-end close.

Fund Description	Transfer Amount	Proj. 6/30/25 Reserves Bal.
146 Int'l Educ.	\$ (4,346,243)	\$ 6,974,895
146 Running Start	(2,500,000)	459,299
146 CECO	(1,500,000)	316,186
146 CEP	(100,000)	125,515
146 Shoreview Dog Park Access Road	(30,000)	9,232
Total of Sources of Fund Reserves:	\$ (8,476,243)	\$ 7,885,127
Variance:	\$ -	

Reserves Policy from Board of Trustees Policy Manual revised April 2025, page 25:**100.E70 BOARD RESERVES**

"The Shoreline Community College Board of Trustees has directed the college to begin each fiscal year with local operating reserves of no less than 15% of the annual operating revenue."

Calculation of Projected Operating Reserves:

Projected 6/30/25 State Support Reserves:	\$ 4,072,760
Projected 6/30/25 Contract Reserves:	\$ 7,885,127
Total Projected 6/30/25 Operating Reserves:	\$ 11,957,887
2025-26 Proposed Operating Revenues:	\$ 67,092,599
Percentage of Projected Operating Reserves:	18%

Percentage Above Board Reserves Policy: **3% In compliance with Board Reserves Policy.**

"For International Education contract programs, the President shall ensure reserves are sufficient to:"

"6. The required reserve amount shall equal at least two years of budgeted expenses for International Education contract programs and must be accounted for separately."

Calculation of Projected I.E. Reserves:

Projected International Ed. Reserves at 6/30/2025:	\$ 6,974,895
I.E. Projected FY25 Annual Spend of \$3.4 million x 2:	6,800,000
I.E. Reserves Above of Reserve Policy:	\$ 174,895 In compliance with Board Reserves Policy.

Board Action Requested:

Authorize College Administration to transfer fund reserves up to \$8,476,243 to clear fund reserves deficits for the fiscal year ending 6/30/2025 in accordance with SBCTC directive.

**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF JUNE 25, 2025**

TAB 3

ACTION

Subject: FY 2025-2026 College Operating, Grants, and Contracts Budget

Background

Per the Board of Trustees Policy Manual, Section 100.B60 – Board Duties and Responsibilities, the Board will “4. Review and approve an annual budget to finance the operation of the District in accordance with the statutes of Washington and lawful and applicable regulations.” (page 12)

The Board has authorized in Section 100.C30 – President that “the President of the District shall be the executive officer through which the Board implements its policies” and specifically the responsibility and duty to “5. Prepare and submit to the Board an annual budget and administer the Board approved budget.” (page 18)

College Administration presents the attached operating, grants, and contracts budget for the July 1, 2025 through June 30, 2026 fiscal year, hereafter “FY 2025-26,” to the Board for final review and recommends approval. The initial draft of the FY 2025-2026 College Operating Budget was presented to the Board of Trustees at its study session of May 28, 2025. The final version presented for approval includes operating budget adjustments since that time and a proposed budget for both the grants and contracts funds.

In summary, College Administration presents a FY 2025-2026 balanced budget as follows:

- Operating Budget of total estimated revenues and expenses each equal to \$57,306,977.
- Grants Budget of total estimated revenues and expenses each equal to \$2,331,935.
- Contracts Budget of total estimated revenues and expenses each equal to \$17,333,753.

Recommendation

That the Board of Trustees, by motion and subsequent action, approve the Operating, Grants, and Contracts Budget as presented for Fiscal Year 2025-2026 in the amounts of \$57,306,977, \$2,331,935, and \$17,333,753 respectively; and FURTHER MOVED, that the College President may adjust the operating budget up or down by up to one (1) percent of estimated operating revenues.

Prepared by: Joe Mazur, Vice President of Business & Administrative Services
Shoreline Community College
June 2025

Shoreline Community College
2025-2026 Operating, Grants, and Contracts Budgets
Presented to the Board of Trustees on June 25, 2025

Operating Budget Assumptions – Revenues

Budgeted Revenues and Contract Transfers Includes:

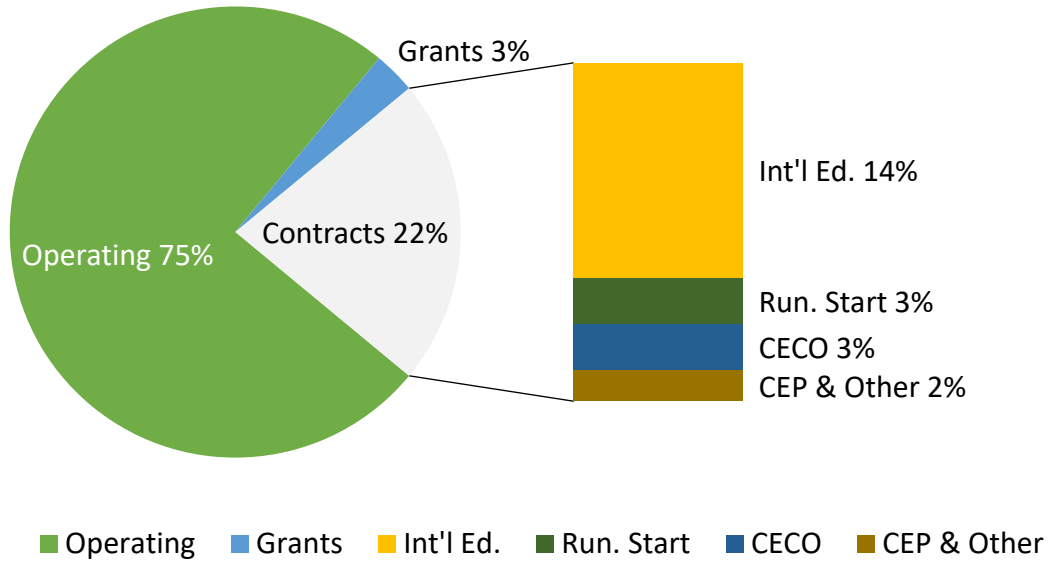
- State Allocation reduction of ~\$600,000.
- SBCTC approved 3% increase in tuition rates in State Support and Contract Funds.
- 2% enrollment increase in “State Support” revenue.
- Flat enrollment after COLA increase for Contract Programs (4% buffer).
- WA State Treasury LGIP Investment Earnings.

Operating Budget Assumptions – Expenses

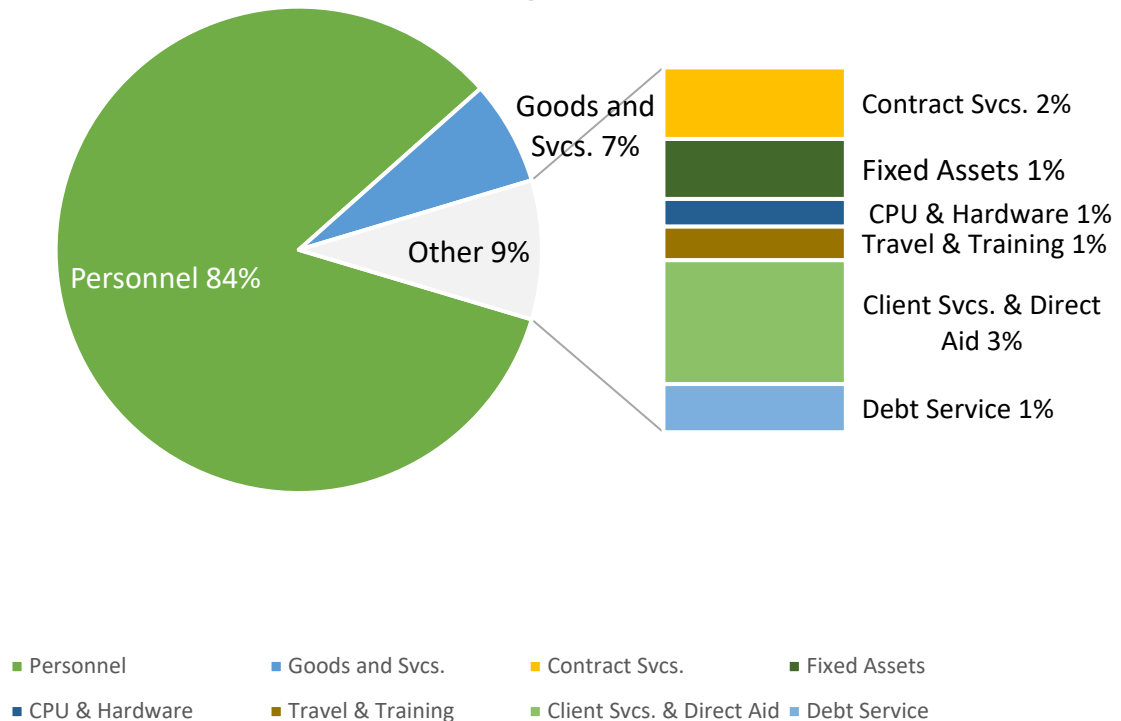
Budgeted Expenses Includes:

- NO reductions in permanent employee staffing-- Our decision not to spend “OFM Debacle” funds helped us here.
- Recurring 3% COLA full-time salaries and wages increase.
- College paid health insurance premiums for eligible employees. Currently at \$1,170 per month or \$14,040 annually.
- WA State Retirement System Contributions for eligible employees. Currently an average of \$682 per month or \$8,184 annually.
- Previously Unbudgeted Mandatory Costs and Increases, e.g. Property Taxes, Banking and Merchant Services Fees.
- \$103,960 in Innovation Grant Awards.
- Reductions in various Operating Expense categories:
 - Reduce non-personnel costs (Budget Managers’ recommendations)
 - Travel Reduction
 - Reduce Contracted Services
 - Reduce Non-teaching, Non-Contractual
 - Reduce Overtime & Admin. “extra duties” stipend
- Budget Includes New Positions and Personnel Expenses:
 - Ranked in priority order by Exec. Team.
 - Participatory Governance - SPBC’s “Guiding Principles” Rubric
 - This would allow several key positions and other personnel expenses to be funded.
- PROCESSES
 - Innovation Grants launch first and thank you Foundation!
 - Quarterly review of Operating Expense Reductions above
 - Allow 4-6 positions to move forward (about 50% Classified) slowly throughout the year, contingent on actual results.

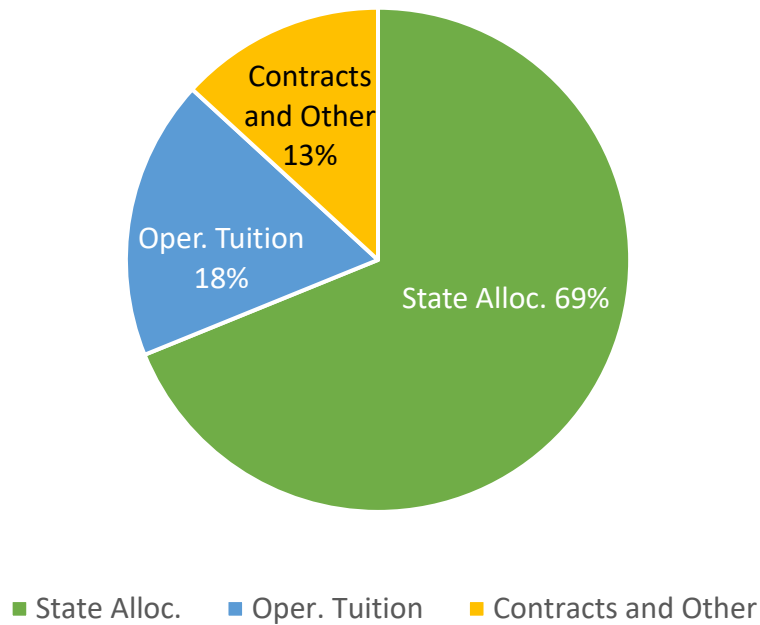
2025-2026 Primary Activities Total Revenues



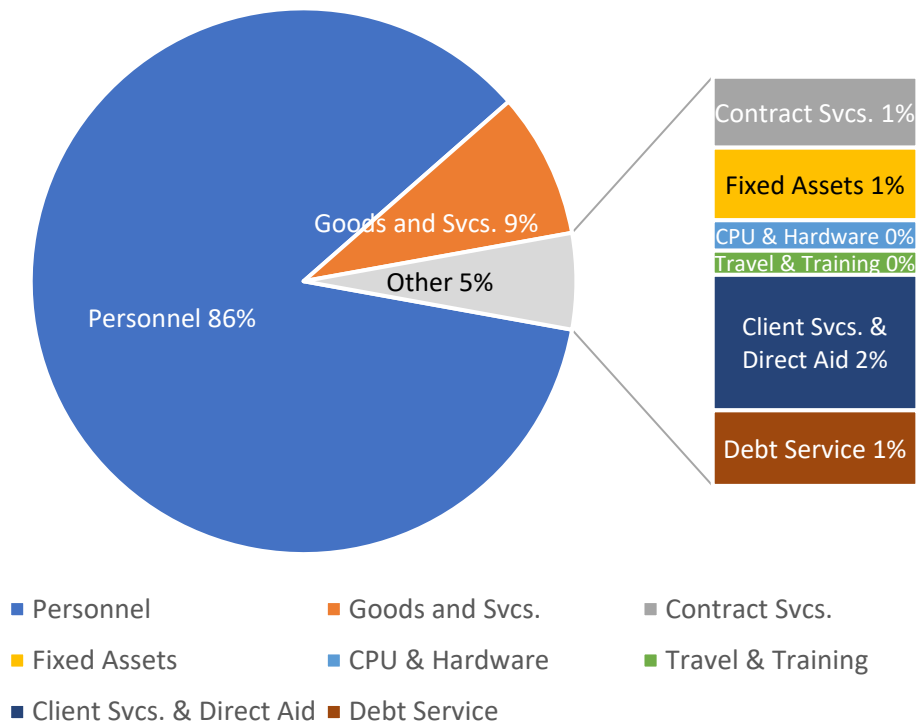
2025-2026 Primary Activities Total Expenses



2025-2026 Operating Revenues and Contract Transfers



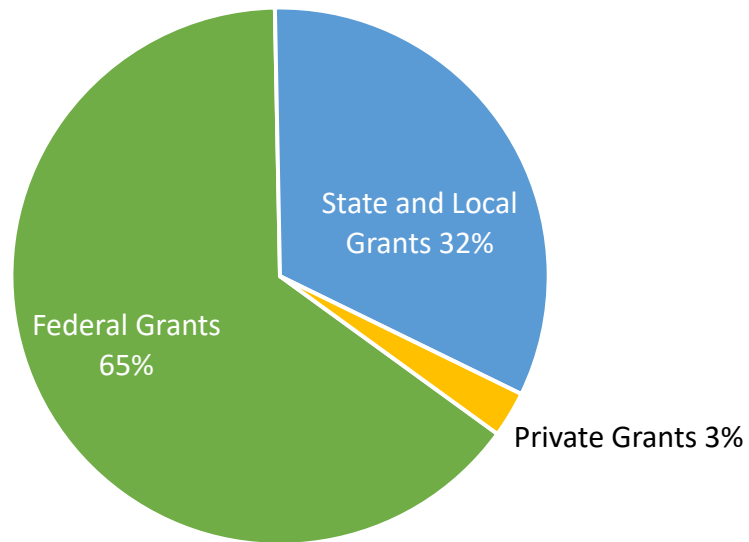
2025-2026 Operating Expenses



2025-2026 OPERATING BUDGET*Presented at June 26, 2025 Board of Trustees Meeting*

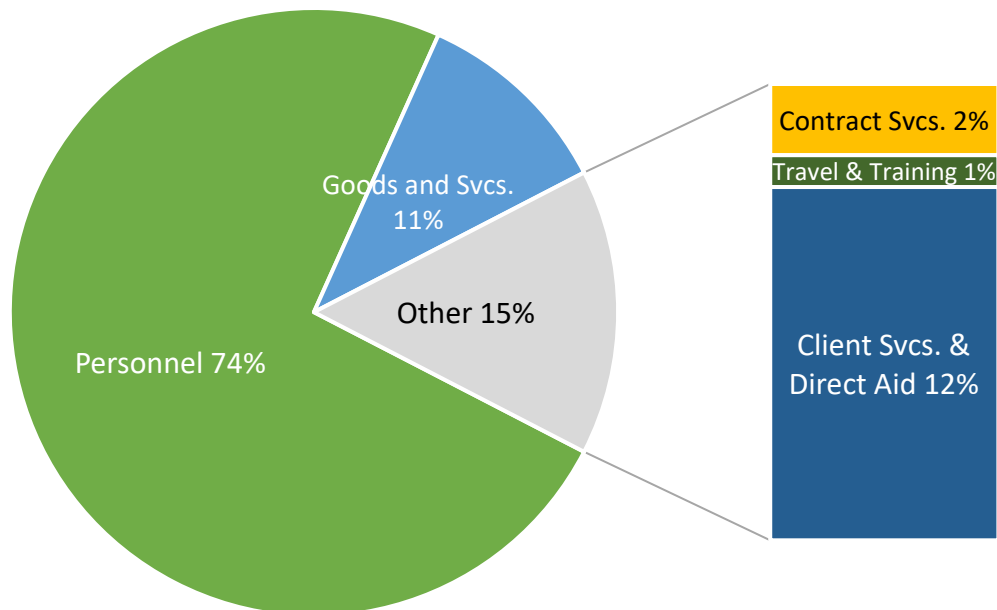
	Approved 2024-25		Proposed 2025-26		Increase/ (Decrease)
	Budget	% of total	Budget	% of total	
Operating Revenues and Transfers					
State Operating Allocations	\$ 40,085,208	69.9%	\$ 39,491,635	68.9%	\$ (593,573)
Operating Tuition	9,776,902	17.1%	10,271,613	17.9%	494,711
Investment Income	-	0.0%	100,000	0.2%	100,000
Subtotal Operating Alloc. and Tuition	49,862,110	87.0%	49,863,248	87.0%	1,138
Contract Transfers:					
International Education	4,995,681	8.7%	4,995,681	8.7%	-
Running Start	1,925,000	3.4%	1,925,000	3.4%	-
CECO	473,048	0.8%	473,048	0.8%	-
CEP	50,000	0.1%	50,000	0.1%	-
Subtotal Contract Transfers	7,443,729	13.0%	7,443,729	13.0%	-
Total Revenues and Contract Transfers	\$ 57,305,839	100.0%	\$ 57,306,977	100.0%	\$ 1,138
Operating Expenses					
Personnel Expenses					
Exempt Employee Salaries and Wages	\$ 6,123,952	10.7%	\$ 6,788,741	11.8%	\$ 664,789
Full-Time Faculty Salaries and Wages	11,601,617	20.2%	12,105,313	21.1%	503,696
Part-Time Faculty Salaries and Wages	9,652,752	16.8%	9,262,407	16.2%	(390,345)
Classified Employee Salaries and Wages	8,851,434	15.4%	8,394,905	14.6%	(456,529)
Part-Time Hourly and Students Wages	1,221,077	2.1%	444,954	0.8%	(776,123)
Employee Benefits	11,422,504	19.9%	12,165,239	21.2%	742,735
Subtotal Personnel Expenses	48,873,335	85.3%	49,161,559	85.8%	288,224
Current and Capital Expenses					
Goods and Services	4,491,289	7.8%	4,923,919	8.6%	432,630
Contracted Services	756,226	1.3%	556,226	1.0%	(200,000)
Capital Outlays - Fixed Assets	698,318	1.2%	577,480	1.0%	(120,838)
Computers and Related Hardware - Non-Cap.	423,346	0.7%	241,911	0.4%	(181,435)
Travel and Training	392,408	0.7%	167,408	0.3%	(225,000)
Client Services and Direct Aid	1,078,474	1.9%	1,078,474	1.9%	-
Debt Service	592,443	1.0%	600,000	1.0%	7,557
Subtotal Current and Capital Expenses	\$ 8,432,504	14.7%	\$ 8,145,418	14.2%	\$ (287,086)
Total Operating Expenses	\$ 57,305,839	100.0%	\$ 57,306,977	100.0%	\$ 1,138
Unallocated Funds Increase (Decrease)	-		-		-
Operating Reserves Beg. Balance at July 1	4,072,760		4,072,760		-
Operating Reserves at 6/30/20xx	\$ 4,072,760		\$ 4,072,760		\$ -

2025-2026 Grants Revenues



■ Federal Grants ■ State and Local Grants ■ Private Grants

2025-2026 Grants Expenses



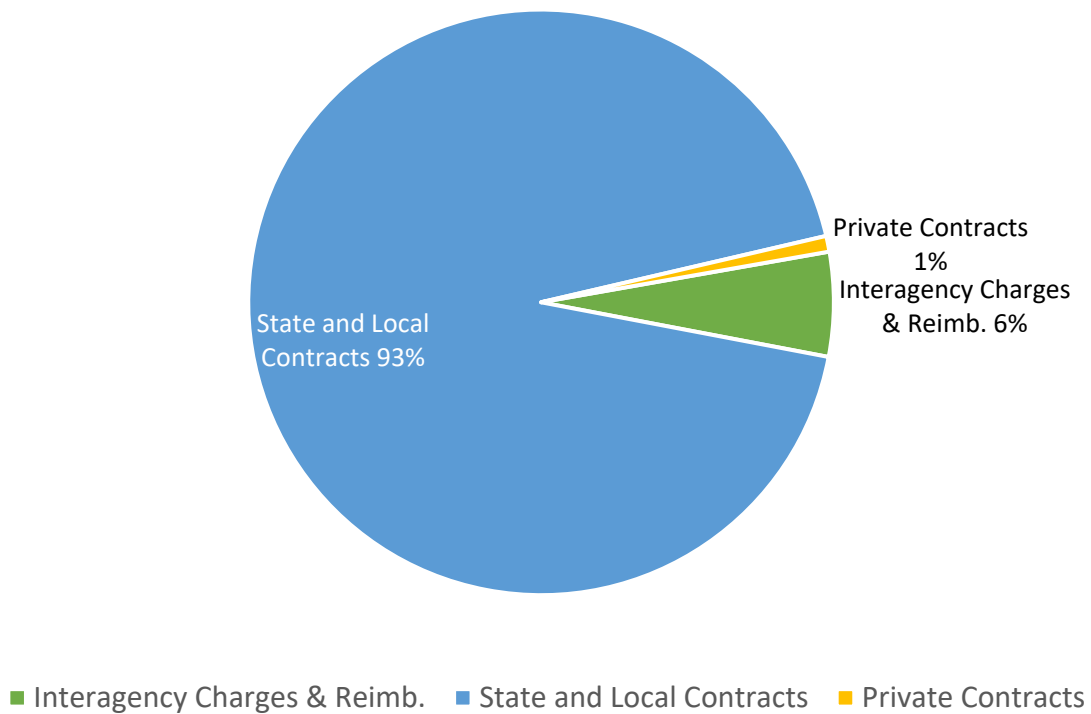
■ Personnel ■ Goods and Svcs. ■ Contract Svcs.
■ Travel & Training ■ Client Svcs. & Direct Aid

2025-2026 GRANTS BUDGET*Presented at June 26, 2025 Board of Trustees Meeting*

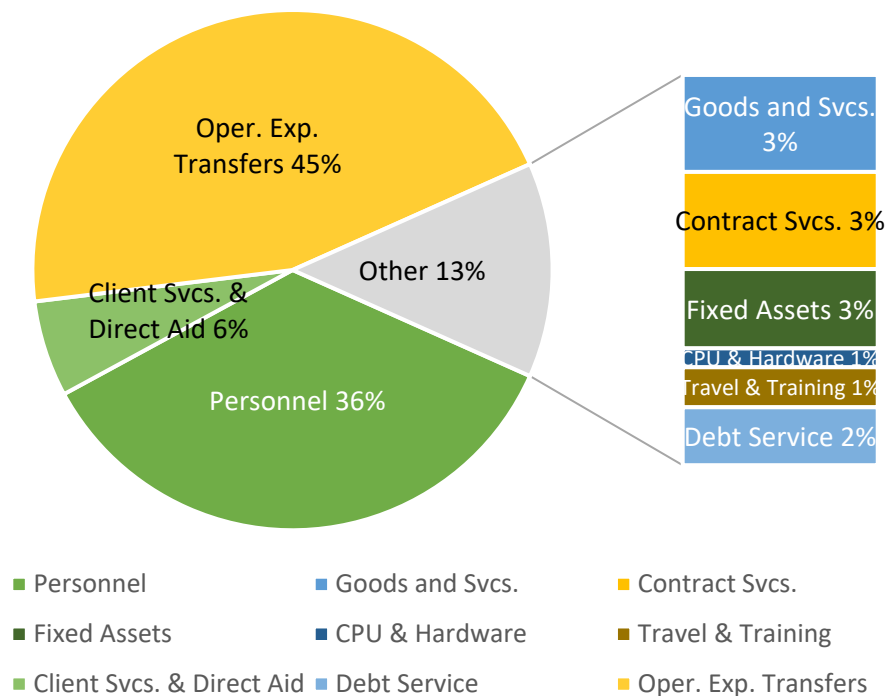
	Approved 2024-25		Proposed 2025-26		Increase/ (Decrease)
	Budget	% of total	Budget*	% of total	
Grant Revenues					
Intercollege and Interagency Charges & Reimbursements	\$ -	0.0%	\$ -	0.0%	\$ -
Federal	\$ 1,508,617	64.7%	\$ 1,508,617	64.7%	-
State and Local	\$ 758,818	32.5%	\$ 758,818	32.5%	-
Private	64,500	2.8%	64,500	2.8%	-
Total Grant Revenues	2,331,935	100.0%	2,331,935	100.0%	-
Grant Expenses					
Personnel Expenses					
Exempt Employee Salaries and Wages	\$ 286,685	12.3%	\$ 295,285	12.7%	\$ 8,600
Full-Time Faculty Salaries and Wages	132,951	5.7%	136,940	5.9%	3,989
Part-Time Faculty Salaries and Wages	375,917	16.1%	375,917	16.1%	(0)
Classified Employee Salaries and Wages	353,556	15.2%	364,163	15.6%	10,607
Part-Time Hourly and Students Wages	131,316	5.6%	131,316	5.6%	(0)
Employee Benefits	412,812	17.7%	424,752	18.2%	11,940
Subtotal Personnel Expenses	1,693,238	72.6%	1,728,373	74.1%	35,135
Current and Capital Expenses					
Goods and Services	265,496	11.4%	249,361	10.7%	(16,135)
Contracted Services	55,250	2.4%	55,250	2.4%	-
Capital Outlays - Fixed Assets		0.0%		0.0%	-
Computers and Related Hardware - Non-Cap.		0.0%		0.0%	-
Travel and Training	24,715	1.1%	24,715	1.1%	-
Client Services and Direct Aid	293,236	12.6%	274,236	11.8%	(19,000)
Debt Service		0.0%		0.0%	-
Subtotal Current and Capital Expenses	\$ 638,697	27.4%	\$ 603,562	25.9%	\$ (35,135)
Total Grant Expenses	\$ 2,331,935	100.0%	\$ 2,331,935	100.0%	\$ -
Grant Reserves Increase (Decrease)	-		-		-

*NOTE: 2025-2026 WA State Grant awards notices have not been received due to review of Federal Grants terms and conditions by the Attorney Generals Office.

FY26 Contracts Revenues



FY26 Contracts Expenses



2025-2026 CONTRACTS BUDGET*Presented at June 26, 2025 Board of Trustees Meeting*

	Approved 2024-25		Proposed 2025-26		Increase/ (Decrease)
	Budget	% of total	Budget	% of total	
Contract Revenues					
Intercollege and Interagency Charges & Reimbursements	\$ 1,000,000	5.8%	\$ 1,000,000	5.8%	\$ -
Federal	\$ -	0.0%		0.0%	
State and Local	\$ 15,990,014	93.3%	\$ 16,183,753	93.4%	193,739
Private	150,000	0.9%	150,000	0.9%	-
Total Contract Revenues	17,140,014	100.0%	17,333,753	100.0%	193,739
Grant Expenses					
Personnel Expenses					
Exempt Employee Salaries and Wages	\$ 710,309	4.1%	\$ 731,619	4.2%	\$ 21,310
Full-Time Faculty Salaries and Wages	2,321,733	13.5%	2,391,385	13.8%	69,652
Part-Time Faculty Salaries and Wages	246,668	1.4%	254,068	1.5%	7,400
Classified Employee Salaries and Wages	1,002,174	5.8%	1,032,239	6.0%	30,065
Part-Time Hourly and Students Wages	164,794	1.0%	164,794	1.0%	0
Employee Benefits	1,496,075	8.7%	1,561,386	9.0%	65,311
Subtotal Personnel Expenses	5,941,752	34.7%	6,135,491	35.4%	193,739
Current and Capital Expenses					
Goods and Services	574,959	3.4%	574,959	3.3%	-
Contracted Services	577,091	3.4%	577,091	3.3%	-
Capital Outlays - Fixed Assets	471,450	2.8%	471,450	2.7%	-
Computers and Related Hardware - Non-Cap.	112,470	0.7%	112,470	0.6%	-
Travel and Training	237,041	1.4%	237,041	1.4%	-
Client Services and Direct Aid	1,037,886	6.1%	1,037,886	6.0%	-
Debt Service	343,636	2.0%	343,636	2.0%	-
Operating Expense Transfers	7,843,729	45.8%	7,843,729	45.3%	-
Subtotal Current and Capital Expenses	\$ 11,198,262	65.3%	\$ 11,198,262	64.6%	-
Total Contract Expenses	\$ 17,140,014	100.0%	\$ 17,333,753	100.0%	\$ 193,739
Contract Reserves Increase (Decrease)	-		-		-

**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF JUNE 25, 2025**

TAB 4

ACTION

Subject: FY 2025-2026 Services & Activities (S&A) Budget

Background

At the May 28, 2025 study session of the Board of Trustees, the Board was presented with the 2025-2026 Services & Activities (S&A) budget proposal.

To follow: 2025-2026 Student Services and Activities (S&A) Fee Allocation Proposal.

Recommendation

That the Board of Trustees approve the proposed \$1.55 million budget, which includes allocation of funding for 17 programs, 40-50 student clubs, discretionary budgets, and the students they serve.

Prepared by: Sundi Musnicki, Acting Director – Student Leadership & Residential Life
Shoreline Community College
June 2025



2025-2026 Student Services and Activities (S&A) Fee Allocation Proposal

Shoreline Community College
Associated Student Government

16101 Greenwood Avenue North
Shoreline, WA 98133-5696

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2025-2026 S&A Fee Allocation Overview	5
S&A Budget Allocation Breakdown	6
Allocation Rationale	8
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<ul style="list-style-type: none"> Category II: Programs 	8
<ul style="list-style-type: none"> Art Gallery Athletics Arts & Entertainment Board Associated Student Government Choral Groups Concert Band DECA Ebbtide Instrumental Music Multicultural Center/Gender Equity Center Opera & Musicals Parent/Child Center Plays & Video Spindrift Student Life Theater Tech Tutoring Services 	
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Executive Summary

Last summer, the Services & Activities (S&A) Committee presented a plan to allocate up to \$1.55 million to support 17 programs and 50+ student clubs. The fee was anticipated to bring in \$1.1 million in revenue and the remaining \$450,000 was intended to be pulled from the S&A reserve (carry forward) budget to support the allocations.

As of May 21, 2025, a total of \$1,100,533 has been spent by S&A-funded programs and clubs (see Table 1 below) with additional expenses expected before the end of the current fiscal year. By the same date, \$1,292,321 in revenue has been brought in by S&A. Over the last few

Table 1: Current Year S&A Programs Allocation & Spending (as of 5/21/25)

Programs	2024-2025 Allocation	2024-2025 Allocation Spent	2024-2025 Allocation Remaining
Arts & Entertainment	\$87,203	\$62,520	\$24,683
Art Gallery	\$7,313	\$6,205	\$1,108
Assoc. Student Gov.	\$110,223	\$42,814	\$67,409
ASG - Student Clubs	\$50,000	\$19,759	\$30,241
ASG - Contingency	\$10,000		\$10,000
ASG - Mini-Grant	\$75,000	\$17,728	\$57,272
Athletics	\$350,629	\$272,999	\$77,630
Choral Groups	\$0	\$4,708	-\$4,708
Concert Band	\$6,137	\$3,259	\$2,878
DECA	\$5,750	\$16,367	-\$10,617
Ebbtide	\$35,305	\$24,238	\$11,067
Gender Equity Center	\$56,403	\$55,987	\$416
Instrumental Music	\$11,024	\$10,439	\$585
Multicultural Center	\$70,482	\$84,589	-\$14,107
Opera & Musicals	\$32,139	\$20,613	\$11,526
Parent/Child Center	\$82,210	\$41,105	\$41,105
Plays & Video	\$7,176	\$11,763	-\$4,587
Spindrift	\$27,868	\$11,595	\$16,273
Student Life	\$404,817	\$299,217	\$105,600
Theater Tech	\$50,291	\$63,890	-\$13,599
Tutoring	\$69,819	\$30,738	\$39,081
TOTAL	\$1,549,789	\$1,100,533	\$449,256

weeks, we discovered that S&A fees paid by international students have not been transferred into the S&A revenue budget for the last 2-3 years. Staff from Student Services, International Education, and Financial Services are working to resolve this discrepancy, which should result not only in additional funding added to the S&A reserve (which currently sits at \$1,162,139), but that at least \$200,000 in additional annual revenue from International Education can be

expected in future years. Based on this information, a budget of \$1.55 million was proposed for the 2025-2026 academic year.

Almost \$1.78 million in requests were received from programs and discretionary budgets for the 2025-2026 academic year. Due to requested amounts exceeding revenue, all programs were advised that a budget reduction would likely be necessary and were therefore asked to identify areas where those reductions could take place. Based on increased enrollment figures

projected for next year, the existing reserve amount, and the inclusion of S&A revenue from international students, a budget of \$1.55 million was established, comprised of an anticipated revenue of \$1.5 million in addition to up to \$200,000 being accessed from reserves (the additional reserves as intended to cover any potential revenue shortfall).

In February 2025, programs were invited to submit proposals for funding, and in April they were given the opportunity to present their budget requests to the committee over the course of two weeks. 17 programs submitted requests and a total of \$1.55 million has been allocated to those budgets in addition to discretionary budgets that support student clubs as well as ASG's mini grant fund. For any budget items not fully funded through this process, programs will have the ability to request mini-grant funding from ASG beginning in early October. During the mini-grant process, student clubs and programs are required to provide an overview and budget breakdown for their event, which helps keep ASG apprised of events and initiatives taking place on campus and allows them to provide support and promotions to the greater student body.

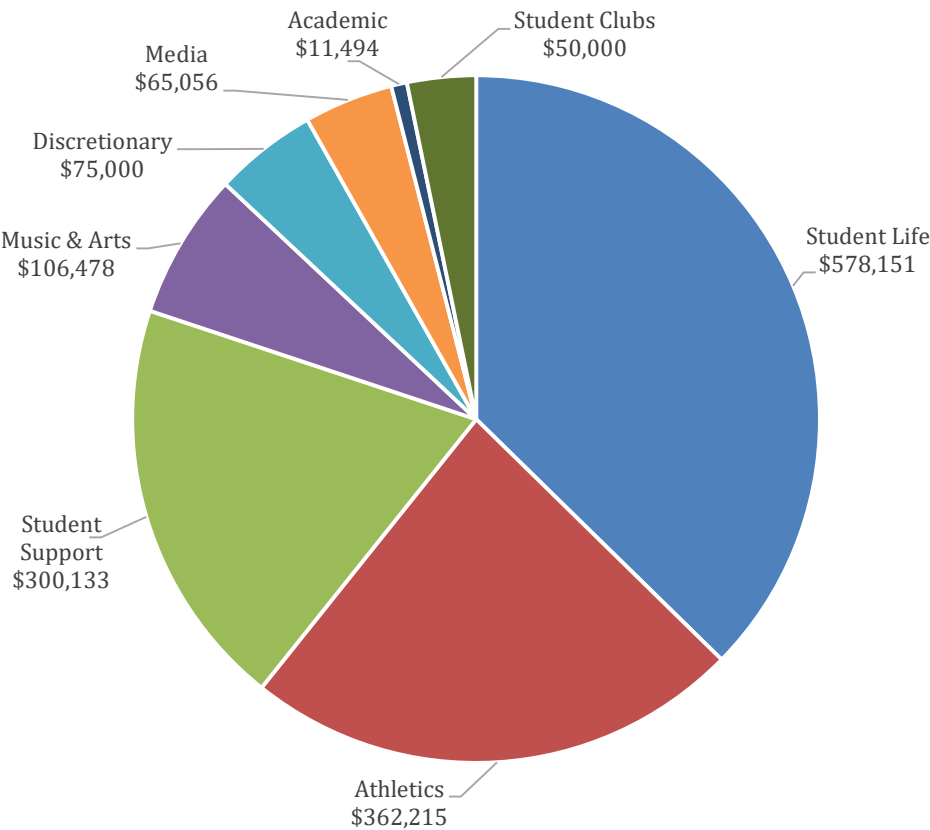
A breakdown of the allocations for each program is provided in the following pages (including overviews in Figure B and Table 3 below).

2025-2026 S&A Fee Allocation Overview

The S&A Committee received 19 budget requests from the following programs and discretionary budgets. The S&A budget will be allocated towards:

- **Discretionary Funding:**
 - Mini-Grants
 - Contingency Fund
- **Recognized Student Organization/Clubs**
- **17 Programs:**
 - Art Gallery
 - Arts & Entertainment Board (A&E)
 - Associated Student Government (ASG)
 - Athletics
 - Choral Groups
 - Concert Band
 - DECA
 - Ebbtide
 - Instrumental Music
 - Multicultural Center/Gender Equity Center (combined request)
 - Opera & Musicals
 - Parent/Child Center
 - Plays & Video
 - Spindrift
 - Student Life
 - Theater Tech
 - Tutoring Services

2025-2026 S&A Fee Allocation Breakdown



Program Category
Student Life (Student Life, ASG, A&E)
Athletics (Sports Teams & Intramurals)
Student Support (Multicultural/Gender Equity, Tutoring Services, Parent/Child Center)
Music & Arts (Art Gallery, Concert Band, Instrumental Music, Opera & Musicals, Plays & Video, Theater Tech)
Discretionary Funding (Mini-Grant, Contingency)
Media (Ebbtide, Spindrift)
Student Clubs
Academic (DECA)

Figure B: Proposed Allocation for 2025-2026

Table 3: S&A Allocation for 2025-2026

Programs	2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
Arts & Entertainment	\$87,203	\$94,101	\$78,811
Art Gallery	\$7,313	\$9,064	\$7,313
Assoc. Student Gov.	\$110,223	\$122,581	\$95,910
ASG - Student Clubs	\$50,000	\$50,000	\$50,000
ASG - Contingency	\$10,000	\$10,000	\$1,473
ASG - Mini-Grant	\$75,000	\$75,000	\$75,000
Athletics	\$350,629	\$371,970	\$362,215
Choral Groups	\$0	\$6,360	\$3,615
Concert Band	\$6,137	\$4,399	\$4,399
DECA	\$5,750	\$37,725	\$11,494
Ebbtide	\$35,305	\$37,819	\$35,305
Gender Equity Center	\$56,403	<i>*see combined request below</i>	
Instrumental Music	\$11,024	\$25,424	\$7,049
Multicultural Center/Gender Equity Center*	\$70,482	\$181,722	\$139,886
Opera & Musicals	\$32,139	\$36,635	\$26,635
Parent/Child Center	\$82,210	\$92,597	\$82,210
Plays & Video	\$7,176	\$9,384	\$7,176
Spindrift	\$27,868	\$46,569	\$29,751
Student Life	\$404,817	\$408,930	\$403,430
Theater Tech	\$50,291	\$65,485	\$50,291
Tutoring	\$69,819	\$92,412	\$78,037
TOTAL	\$1,549,789	\$1,778,177	\$1,550,000

Allocation Rationale

In February 2025, programs were asked to submit an updated budget that reflects anticipated expenses for the upcoming year. Almost \$1.78 million in requests were received. With an anticipated revenue of \$1.5 million and the option to access additional funds from the S&A reserve (which is currently \$1,162,139), allocations were made totaling \$1.55 million. A breakdown of the allocation for each budget is outlined below.

CATEGORY I: Student Clubs

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$50,000	\$50,000	\$50,000

Description: The S&A fee provides funding for all student clubs to support activities, projects, and faculty and classified staff advisors. Club baseline budgets (up to \$500) and advisor stipends (\$400-\$1,100 per year depending on level of involvement/responsibility).

Rationale: Based on current usage, this budget was maintained at the same level for next year to support club budgets and advisors.

CATEGORY II: Programs

Arts & Entertainment Board

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$87,203	\$94,101	\$78,811

Description: A&E organizes campus wide programs and events that create an engaging and vibrant student experience. Additionally, A&E provides graphic design and event planning support for clubs and programs.

Rationale: Funding for student salaries and supplies for events and activities were reduced based on feedback from budget manager.

Art Gallery

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$7,313	\$9,064	\$7,313

Description: The Art Gallery, located in the 1000 building, showcases various forms of art produced by students, faculty, and community members. The Gallery also sponsors workshops featuring guest artists throughout the year.

Rationale: Funding for student salaries, artist fees, and exhibit/reception supplies were maintained at the current year's level.

Associated Student Government

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$110,223	\$122,581	\$95,910

Description: ASG serves as the representative student voice at Shoreline Community College. 8 officers and 3 representatives serve on a variety of campus-wide committees, oversee 3 student fee budgets, and organize a variety of events and initiatives throughout the year to support and serve their peers.

Rationale: Funding for student salaries and supplies for initiatives were reduced based on current year's spending.

Athletics

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$350,629	\$371,970	\$362,215

Description: The Athletics Program consists of seven sports teams that compete in the Northwest Athletic Conference (NWAC): men's basketball, baseball, and soccer; and women's basketball, softball, soccer, and volleyball. The Intramural program also provides a variety of fitness and wellness classes including yoga and personal training and supports open gym and fitness center hours.

Rationale: Salaries for coaches, team equipment, mandatory fees as required for NWAC compliance, tournament fees, field rentals, and uniforms. Reductions were made to salaries and goods & services for the intramural program based on the current year's spending.

Choral Group

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$0	\$6,360	\$3,615

Description: Choral Ensembles provide students with opportunities to perform a variety of music. This program oversees two performing groups: Chamber Choral and Shoreline Singers.

Rationale: Funding for goods & services and travel for a local competition was requested. 25% of travel was funded at this time; additional funding can be requested through the mini grant process beginning in fall 2025.

Concert Band

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$6,137	\$4,399	\$4,399

Description: Concert Band consists of student and community musicians who rehearse and perform during campus and community events including SCC's Commencement.

Rationale: Reduced funding for supplies and instrument repairs was requested by the budget manager.

DECA

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$5,750	\$37,725	\$11,494

Description: DECA is a co-curricular activity that aligns with SCC's Business Administration Program. It provides students with real world business experience through preparing students to compete in regional and international business competitions.

Rationale: Funding for goods & services and travel for regional and national competitions were requested. 25% of travel was funded at this time; additional funding can be requested through the mini grant process beginning in fall 2025.

Ebbtide

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$35,305	\$37,819	\$35,305

Description: The Ebbtide is a student-run news outlet that publishes online and in print. The Ebbtide delivers campus news and views from a student perspective as well as allowing students to practice journalism skills.

Rationale: Funding for student salaries, printing, and supplies was maintained at the current year's level.

Gender Equity Center/Multicultural Center

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$126,885	\$181,722	\$139,886

Description: The Gender Equity Center (GEC) and Multicultural Center (MC) advocate for and support students from underserved populations and facilitates activities that support retention and student success.

Rationale: The GEC and MC submitted a combined request for the 2025-2026 academic year, including increased funding for student and hourly salaries and supplies for workshops and events.

Instrumental Music

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$11,024	\$25,424	\$7,049

Description: Instrumental Music provides students with an opportunity to perform in an orchestra and small group ensembles.

Rationale: Funding for music purchases, venue rentals, and travel for out-of-state performance. 25% of travel was funded at this time; additional funding can be requested through the mini grant process beginning in fall 2025.

Opera & Musicals

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$32,139	\$36,635	\$26,635

Description: The Opera/Musical Program organizes opera and musical productions. Students gain experience as singers, dancers, actors, etc. This program also employs experienced local professionals.

Rationale: Funding requested to purchase production rights, costumes, and student/faculty salaries for winter production. Reduced funding was allocated due to an anticipated increase in revenue generated from ticket sales.

Parent Child Center

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$82,210	\$92,597	\$82,210

Description: The Parent Child Center provides educational and childcare services for students, faculty/staff, and community members.

Rationale: Funding for student salaries. Funding was maintained at the current year's level due to continued lower enrollment by student parents.

Plays, Film, and Video

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$7,176	\$9,384	\$7,176

Description: Plays, Film, and Video is a program that helps students learn and develop skills required to work in the film and theater industries. They create student produced films and host the Shoreline Shorts (short plays written and directed by students).

Rationale: Funding for student salaries, equipment rentals, production rights, and supplies to support student projects. Funding was maintained at the current year's level.

Spindrift

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$27,868	\$46,569	\$29,751

Description: Spindrift is a literary magazine that solicits and publishes written and artistic work from students and community members annually.

Rationale: Funding for student salaries, advisor stipends, and printing costs.

Student Life

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$404,817	\$408,930	\$403,430

Description: Student Life offers co-curricular programs and activities that are invested in the transformation of all students. This program provides accessible opportunities for students to build community, develop critical skills, and engage the campus community.

Rationale: Funding for full-time staff salaries, student salaries, leadership training, club & S&A program support, and Commencement.

Theater Tech

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$50,291	\$65,485	\$50,291

Description: The Theater Tech Program supports the production of plays, musicals, concerts, and operas.

Rationale: Funding for student and non-student salaries to support a full schedule of productions including costs for building materials, lighting/equipment rentals, and technical event staff. Funding was maintained at the current year's level.

Tutoring Services

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$69,819	\$92,412	\$78,037

Description: Tutoring Services provides students with free one-on-one and group tutoring services in various subjects.

Rationale: Funding for student and non-student salaries.

CATEGORY III: Discretionary Funding**Mini-Grant**

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$75,000	\$75,000	\$75,000

Description: Mini-Grants are a supplemental funding source that clubs and programs can access through an application process that is managed by ASG.

Rationale: Funding for club and program support for performers, fees for vendors and rentals, food, and other supplies. Funding was maintained at the current year's level because of lower use this year but incorporating anticipated requests from programs for travel support.

Contingency Fund

2024-2025 Allocation	2025-2026 Requested	2025-2026 Allocation
\$10,000	\$0	\$1,473

Description: The contingency fund provides support to ASG's mini-grant and clubs budgets requires a vote of ASG to access.

Rationale: Allocation reduced because funding was not needed for the last 2 years. Amount allocated brings the total allocation amount across all programs to event \$1.55 million.

Recommendation

The S&A budget continues to be challenged to balance existing funding and anticipated revenue with the needs of the programs and student clubs it supports. These programs and clubs contribute greatly to student engagement at the college, helping students to find community and purpose. As we look ahead to supporting their efforts in the next academic year, the S&A Committee recommends that the Board of Trustees approve the proposed \$1.55 million budget which includes allocation of funding for 17 programs, 40-50 student clubs, discretionary budgets, and the students that they serve.

Thank you,

2024-2025 Services & Activities Fee Committee

Grace Tjandra – ASG Budget & Finance Officer, Committee Chair
Jesse Kacaribu – ASG President
Hera Cheung – ASG Governmental Affairs Officer
Ian Lee – ASG Club Affairs Officer
Sandy Yeh – ASG Sustainability Officer
Darain Khan – ASG Student Representative
Jiemyjoyce Reduque – Acting Program Manager, Student Life
Sundi Musnicki – Acting Director, Student Leadership & Residential Life

**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF JUNE 25, 2025**

TAB 5

FIRST READING

Subject: Revised Land Acknowledgement

Land Acknowledgment FULL version. Draft: For website

Short Version:

Shoreline Community College acknowledges that we occupy the ancestral lands of the Coast Salish Peoples. We recognize the Coast Salish people as the caretakers of this land since time immemorial and as a community, we strive towards building authentic relationships with the sovereign nations of this region. In addition, Shoreline Community College is committed to truth and reconciliation, and the fostering of an inclusive and supportive environment for all Indigenous communities.

Long Version:

Shoreline Community College acknowledges that we occupy the ancestral lands of the Coast Salish Peoples. We recognize The Coast Salish people as the caretakers of this land since time immemorial and as a community, we strive towards building authentic relationships with the sovereign nations of this region. In addition, Shoreline Community College is committed to truth and reconciliation, and the fostering of an inclusive and supportive environment for all Indigenous communities.

As a Shoreline community we are committed to being rooted in listening, learning, and in uplifting Indigenous voices. The college grounds have traditionally served as a place for education, community, medicine, and co-existence with non-human relatives by Indigenous peoples. It was in this spirit of care and deep mutual love between people and the land that created a bountiful territory that cared and supported several Indigenous Nations.

Moreover, we acknowledge the practices and policies in which indigenous lands were occupied, and dispersed through treaties, specifically the [Treaty of Medicine Creek](#) of 1854 and the [Treaty of Point Elliott](#) of 1855 to name a few. We recognize the impact of these treaties and the influence of policies such as the Discovery Doctrine and Manifest Destiny on shaping the economic, political, and educational principles that continue to impact Indigenous people and their way of life all over what we call the Americas. Additionally, we must support and acknowledge the importance of the [Centennial Accord](#), [Millennium Agreement](#), and [RCW 43.376](#), documents and rulings that bound us together.

Today Shoreline Community College is committed to taking steps to honor our responsibility to establish and maintain relationships with tribal nations from all over Indian Country. As a college we are dedicated to building these relationships with mutual trust, respect, and reciprocity with the hope of supporting all Indigenous members of our Shoreline Community.

This document serves not only as our statement of commitment but is one of many steps the college is actively taking to support Indigenous Staff, faculty, and students which can all be explored on our Land Education page.

This statement was created with input from indigenous staff, faculty and community members. Historical information was gathered from tribal nation websites and revised with assistance from BIPOC staff and faculty. This is a living document, and we will continue to revise and edit it as we build authentic relationships with our Indigenous Communities.

Submitted by: Brian Crisanto Ramos, Vice President of Diversity, Equity, Inclusion, and
Accessibility
Shoreline Community College
June 2025

**SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF JUNE 25, 2025**

TAB 6

ACTION

Subject: Elect Board of Trustees Officers (2025-2026)
•Chair •Vice-Chair

Background

BOARD STRUCTURE AND ELECTIONS

1. The Board will elect from its membership the Chair and Vice-Chair. As specified by state law, the Secretary will be the President of Shoreline Community College, or their designee.
2. The Board will elect the Chair and Vice-Chair at the regularly scheduled Board meeting in June, to serve for the ensuing year, from July 1 through June 30.
3. The term of the office of Chair and Vice-Chair shall be for one year. The Board may elect the Chair to serve a consecutive term under extraordinary circumstances. Discussions concerning the extraordinary circumstances are to be held in a full Board open meeting.
4. Traditionally, the responsibility as Chair and Vice-Chair will be rotated through all members in the order of appointment or reappointment.
5. Traditionally, the Vice Chair will move into the position of Chair of the Board, at the election of the Board.
6. If a Board member does not wish to serve when their name is moved into officer position, the replacement will be the next senior Board member who qualifies according to the order of appointment or reappointment.
7. Trustees reserve the right to nominate candidates to stand for election in addition to those who qualify on the basis of the order of appointment or reappointment. This nomination process and discussion can take place only in an open meeting with a quorum of the Board.
8. In the event of a vacancy in the office of the Chair, the Vice-Chair will succeed as Chair for the remainder of the unexpired term, plus the term for which they were elected. The Board will conduct an election to elect a new Vice-Chair at the next regular meeting after a vacancy has occurred. The new Vice-Chair will serve for the remainder of the unexpired term.

-Board of Trustees Policies Manual

Recommendation

It is recommended that the Board of Trustees elect its Chair and Vice-Chair for 2025-2026 (July – June).

Prepared by: Lori Yonemitsu, Executive Assistant to the President
Shoreline Community College
June 2025