

SHORELINE COLLEGE**BOARD OF TRUSTEES REGULAR MEETING OF DECEMBER 3, 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 Kim Wells	
2.	Executive Session pursuant to: • RCW 42.30.110(1)(i)	Chair Kim Wells	
3:30 PM – REGULAR SESSION			
1.	Convene Regular Session & Land Acknowledgement	Chair Kim Wells	
2.	Report: Chair, Board of Trustees	Chair Kim Wells	
3.	Report: Opening Remarks – Board of Trustees (10 minutes)	Trustees	
4.	Consent Agenda a. Approval of Previous Meeting Minutes • Regular Meeting of October 29, 2025 • Special Meeting of November 25, 2025	Chair Kim Wells	
5.	Communication from the Public	Chair Kim Wells	
<p>Public comment(s) will be presented to the Board verbally and by the individual signing up to provide the public comment.</p> <p>-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 December 3, 2025.</p> <p>-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 December 3, 2025.</p> <p>The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the December 3, 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.</p> <p>For the entering of a public comment into the record and attaching to the minutes of the December 3, 2025 meeting, please send written public comment with your name to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the December 3, 2025, 2025 meeting.</p>			
6.	Action: Tenure Consideration	Ryan Aiello, Vice President	1
10-minute break			
7.	Constituent Report: Shoreline Classified Staff (WFSE) (5 minutes)	Norah Peters, WFSE Co-Chief Shop Steward	
8.	Constituent Report: Shoreline Associated Student Government (ASG) (5 minutes)	Tiger Cheng, ASG President	

9.	Constituent Report: Shoreline Faculty (SCCFT) (5 minutes)	Eric Hamako, SCCFT President	
10.	Constituent Report: Shoreline Faculty Senate (5 minutes)	A.J. Mendoza, Faculty Senate Chair	
11.	Action: Fiscal Year 2025-2026 Reconciliations and International Education Contract Enrollment Decline Funding Plan (5 minutes)	Joe Mazur, Vice President	2
12.	Report: Finance & Budget (15 minutes)	Joe Mazur, Vice President	
13.	Report: Budget Plan (60 minutes)	Jack Kahn, President & Joe Mazur, Vice President	
14.	Report: College President & Executive Team Representatives (20 minutes) <ul style="list-style-type: none"> • Ryan Aiello, Vice President (Student Affairs)/Interim Vice President (Academic Affairs) • Joe Mazur, Vice President (Business & Administrative Services) • Brian Crisanto Ramos, Vice President (Office of yəhaw) • Veronica Zura, Executive Director (Human Resources) 	Jack Kahn, President	
15.	Waves of Gratitude	Jack Kahn, President	
16.	Action: Adjournment of Regular Session	Chair Kim Wells	
17.	STUDY SESSION (60 minutes) <ul style="list-style-type: none"> • Tenure Process with Ryan Aiello, Vice President of Student Affairs/Interim Vice President of Academic Affairs 		

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

The October 29, 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 Wells called the executive session of the Board of Trustees to order at 3:00 PM and announced that the Board would convene in executive session pursuant to RCW 42.30.110(i) until 3:30 PM 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 Wells called the regular meeting (“session”) of the Board of Trustees of Shoreline College District Seven to order at 3:32 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.

Assistant Attorney General (AAG) Michael Hemker from the Office of the Attorney General was present.

REPORT: CHAIR, BOARD OF TRUSTEES

Chair Wells referred to the funding challenges for education at the state and national levels and expressed appreciation for the thoughtful leadership of President Kahn, the Executive Team (ET), the classified staff, faculty, and administrative staff.

Chair Wells remarked that the Board thinks through what the trustees can do related to the targeted areas of advocacy identified by the Board, referred to the items later in the agenda pertaining to Board advocacy, and shared that she was looking forward to the Foundation’s Giving Table event.

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

REPORT: OPENING REMARKS – BOARD OF TRUSTEES

Trustee Ringer noted that the Board's advocacy efforts are ongoing. She also expressed appreciation for the back-to-campus events and commended President Kahn for his strong support of the International Education Program, and highlighted its various benefits to the College, including financial advantages.

Trustee Stark acknowledged the state allocation model change, thanked President Kahn for outlining its effects on Shoreline College and for his leadership, and briefly shared his perspective as a community member and College trustee.

- He is not in agreement with the framing of “givers” and “receivers” and the suggestion of a fair exchange. “These allocations are not neutral—our institution and others in our cohort are losing funding. This creates perverse incentives where the success of some colleges directly threatens others. It discourages collaboration across the system, except among those also losing funding.”
- There are only two possible outcomes:
 1. Stabilize funding through significant enrollment growth that offsets current and future deficits.
 2. Continue losing resources until the institution lacks momentum to survive.
- “The root problem is persistent underfunding of education, which reinforces systemic inequities.”
- “This is not the time to place additional strain on community colleges.”
- “We must fight for every student, ensure they feel welcome, protect their success, and make sure every potential student knows they have a place here.”

Trustee Chan’s attached report covers recent College events she attended, external events where she represented the College, and her current personal activities.

CONSENT AGENDA

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

- a. Minutes from the regular meeting of October 1, 2025

Motion 25:66: Motion by Trustee Stark to approve the consent agenda.

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

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

COMMUNICATION FROM THE PUBLIC

Per the agenda for the October 29, 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 October 29, 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 October 29, 2025.

The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the October 29, 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 October 29, 2025 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the October 29, 2025 meeting.)

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

ACTION: FORD ASSET (AUTOMOBILE STUDENT SERVICE EDUCATIONAL TRAINING) PROGRAM

Career & Technical Education in STEM Dean Tsai-En Cheng and Automotive Director Gary Fantozzi provided an overview of the information contained in tab 1 [Action: Ford ASSET (Automotive Student Service Educational Training) Program] and responded to questions from the trustees about the program.

Motion 25:67: Motion by Trustee Ringer to approve a new Ford ASSET (Automotive Student Service Educational Training) Program at Shoreline College.

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

ACTION: NELNET BUSINESS SOLUTIONS INC. TUITION PAYMENT PLAN FEE INCREASES

Vice President Joe Mazur summarized the contents of tab 2 [Action: Nelnet Business Solutions Inc. Tuition Payment Plan Fee Increases] and addressed a trustee's question about linking capability with clink.

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

Motion 25:68: Motion by Trustee Ringer to approve the Nelnet Business Solutions Inc. agreement and the increases in the Tuition Payment Plan Enrollment Fee, Immediate ACH Full Payment Fee, and Returned Payment Fee effective with the 2026-2027 Academic Year beginning Summer 2026.

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

ACTION: 2027-2028 ACADEMIC CALENDAR

Director of Admissions, Enrollment & Outreach David Berner went over the information contained in tab 3 [Action: 2027-2028 Academic Calendar].

Motion 25:69: Motion by Trustee Ringer to approve the 2027-2028 academic calendar as final.

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

ACTION: BOARD GOALS

Planning, Institutional Effectiveness & Project Management Associate Vice President/Accreditation Liaison Officer Ann Garnsey-Harter led the Board's discussion in updating and finalizing its 2025-26 strategic goals.

No formal action taken.

REPORT: BOARD ADVOCACY: ACCT LEADERSHIP CONGRESS

Trustee Chan reported on the Global Programs track sessions and Public Policy and Advocacy Committee meetings she attended and participated in during the October 2025 Association of Community College Trustees (ACCT) Leadership Congress.

FIRST READING: FISCAL YEAR 2025-2026 RECONCILIATIONS AND INTERNATIONAL EDUCATION CONTRACT ENROLLMENT DECLINE FUNDING PLAN

Business & Administrative Services Vice President Joe Mazur and President Kahn went over the information contained in tab 4 [First Reading: Fiscal Year 2025-2026 Reconciliations and International Education Contract Program Enrollment Decline Funding Plan].

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

The Board will vote on the Fiscal Year 2025-2026 Proposed Reconciliations Funding Plan and the Fiscal Year 2025-2026 Proposed International Education Enrollment Decline Funding Plan at the December 3, 2025 Board meeting.

REPORT: ACCREDITATION

Planning, Institutional Effectiveness & Project Management Associate Vice President/Accreditation Liaison Officer Ann Garnsey-Harter's report (attached) included updates pertaining to recent accreditation related activities.

REPORT: FINANCE & BUDGET

Business & Administrative Services Vice President Joe Mazur went over the Fiscal Year-to-Date (YTD) at 9/30/2025 documents (attached) for State Support, Grants, and Contracts Funds.

CONSTITUENT REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT (ASG)

Associated Student Government (ASG) President Tiger Cheng spoke about the goal and work of the Student Government which is primarily to "help students find where they belong" and shared upcoming events which support the ASG's goal. In addition, he reported on the ASG's approval of new student clubs and its support of cultural events.

CONSTITUENT REPORT: SHORELINE CLASSIFIED STAFF (WFSE)

Program Specialist & Classified Staff Union/WFSE Local 304 Co-Chief Shop Steward Norah Peters read the Classified Staff Union's report (attached).

CONSTITUENT REPORT: SHORELINE FACULTY (SCCFT)

Professor & SCCFT Local 1950 Union President Eric Hamako read the SCCFT President's Statement to the Board of Trustees (attached).

CONSTITUENT REPORT: SHORELINE FACULTY SENATE

Professor & Faculty Senate Chair A.J. Mendoza read the Faculty Senate Chair Statement (attached).

REPORT: COLLEGE PRESIDENT & EXECUTIVE TEAM REPRESENTATIVES

Brian Crisanto Ramos, Vice President– Office of yəhaw
Vice President Crisanto Ramos' report included:

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

- The College's close monitoring of the ongoing government shutdown and its impact on Supplemental Nutrition Assistance Program (SNAP) benefits. "These changes have had a direct impact on students, prompting substantial efforts by the Benefits Hub team to address emerging needs."
- Appreciation to/for the Benefits Hub personnel. "The work of the Benefits Hub is intensive and emotionally demanding but remains essential to ensuring students have access to the support they need to continue their education."
- Recent and future community engagement and cultural events that showcase cross-departmental as well as external collaboration to support belonging for students and families.

Veronica Zura, Executive Director—Human Resources

Executive Director Zura shared information about the upcoming employee engagement event Soupsgiving—scheduled for Friday, November 12, 2025.

Jack Kahn, President

President Kahn's report included:

- The launching of a new participatory governance process (built on the existing College Council) which includes: the establishing of four sub councils, and work transpiring to encourage broader participation and agency among stakeholders.
- His serving on the Board of the Presidents' Alliance which currently involves: discussing legal updates related to supporting immigrants and international students, exploring opportunities for holding a seminar to inform Washington state community and technical college trustees on these issues, and leading a subgroup focused on parent education—with the aim to facilitate collaboration and share best practices across the state.
- Continuing to support seeking opportunities for online partnerships with international institutions.

October 29, 2025 Report to the Board attached.

WAVES OF GRATITUDE

President Kahn expressed appreciation for Classified Staff Union/WFSE Local 304 Co-Chief Shop Stewards Norah Peters and Tirzah Williamson. He noted, "When concerns or challenges arise, they present these matters thoughtfully and seek to understand the College's viewpoint. They demonstrate exceptional collegiality, are solution-oriented, and exhibit a clear and sincere commitment to the wellbeing of the College."

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OCTOBER 29, 2025

ACTION: ADJOURNMENT OF REGULAR SESSION

Motion 25:70: Motion by Trustee Ringer to adjourn the meeting.

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

Chair Wells adjourned the meeting at 6:02 PM.

Signed _____
Kim Wells, Chair

Attest: December 3, 2025

Lori Y. Yonemitsu, Secretary

10/29/2025 Trustee Chan Remarks

Attended college events:

- Black Student Union mixer in yəhaw' Center for Student Empowerment
- “Cima Cultural” - Cultural Celebration in Community (end of Latine Month)

Represented Shoreline College:

- Chat with Cindy Ryu at Shoreline City Hall with Gerry Pollett
- Association of Community College Trustees (ACCT) Leadership Congress
 - Public Policy and Advocacy Committee will be determining advocacy efforts going forward now that Work Force Pell has passed.

Personal note:

- Reading my first feminist book as part of our Fall Book Club. Keyword: willfulness
- United Way ALICE, working poor struggling to make ends meet even though above federal poverty level

Accreditation Report

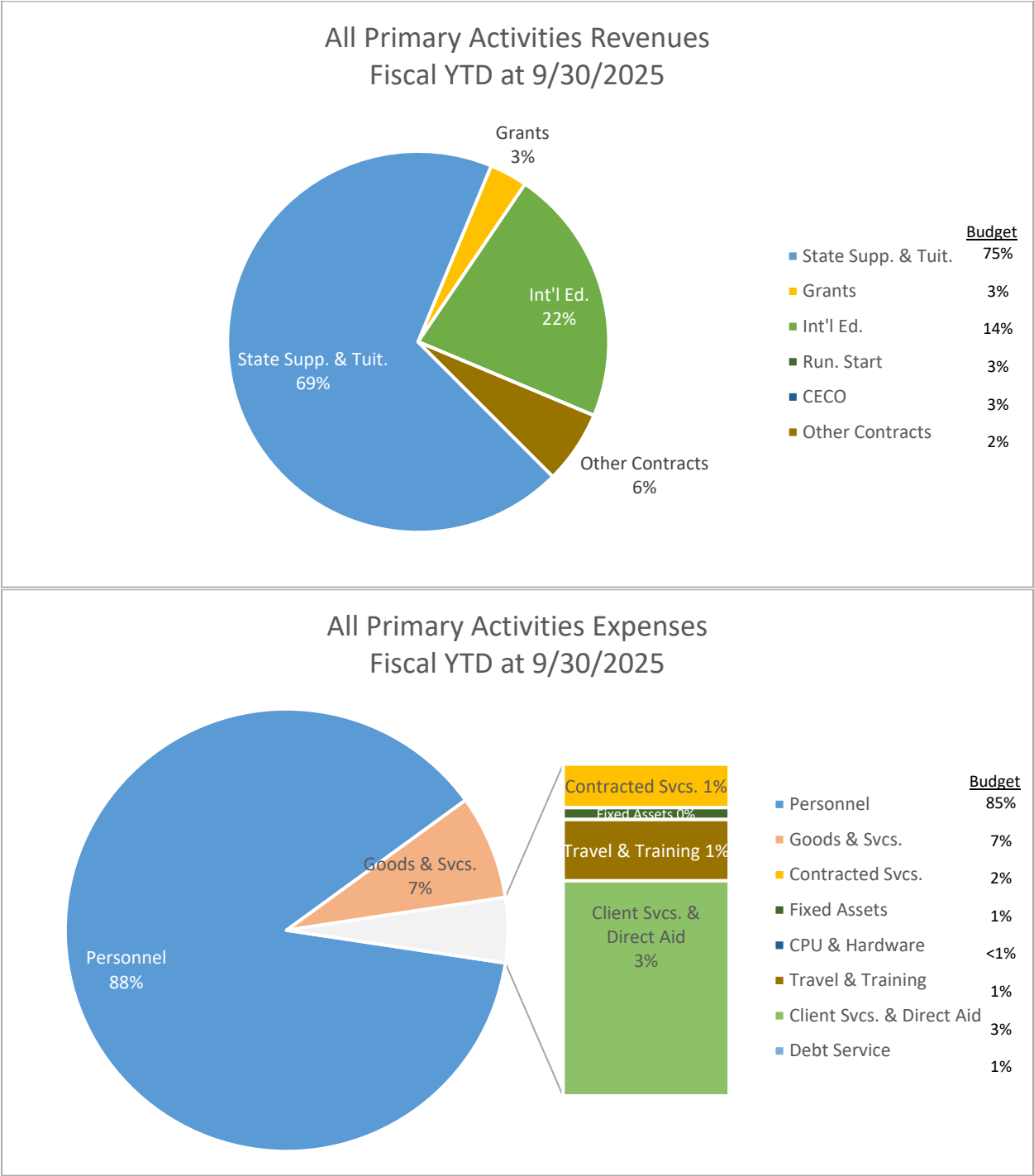
By Ann Garnsey-Harter, Accreditation Liaison Officer

Board of Trustees

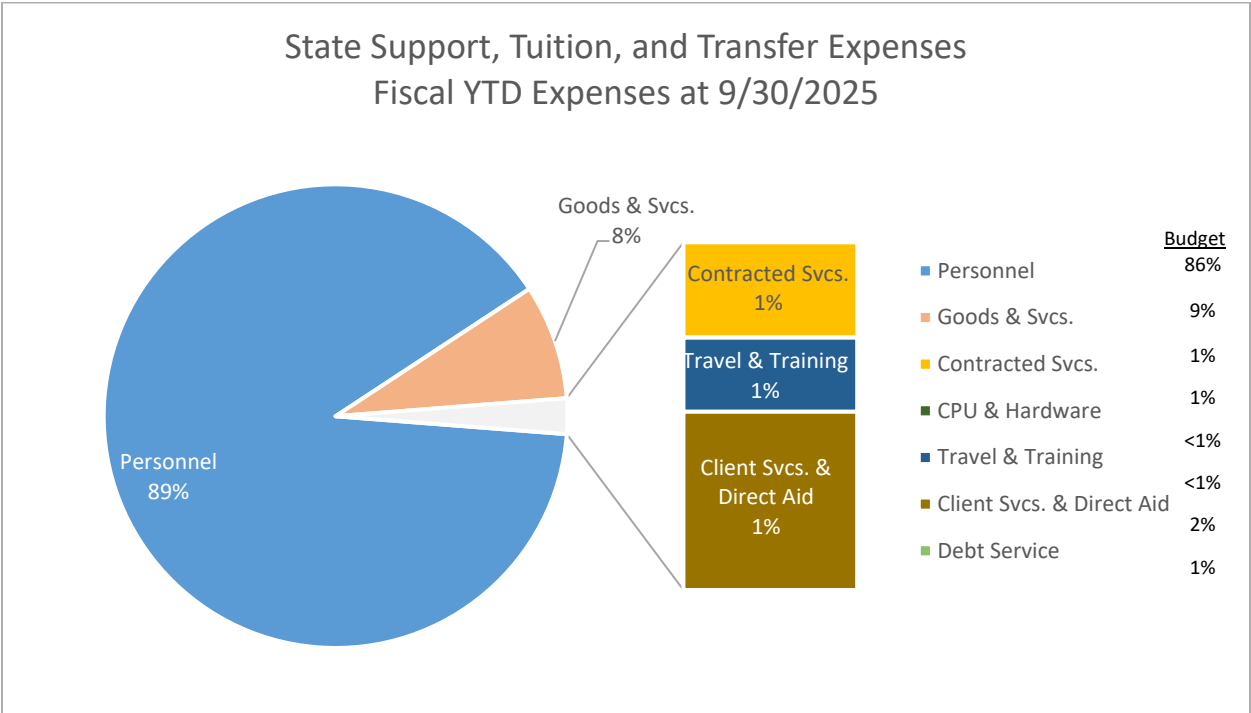
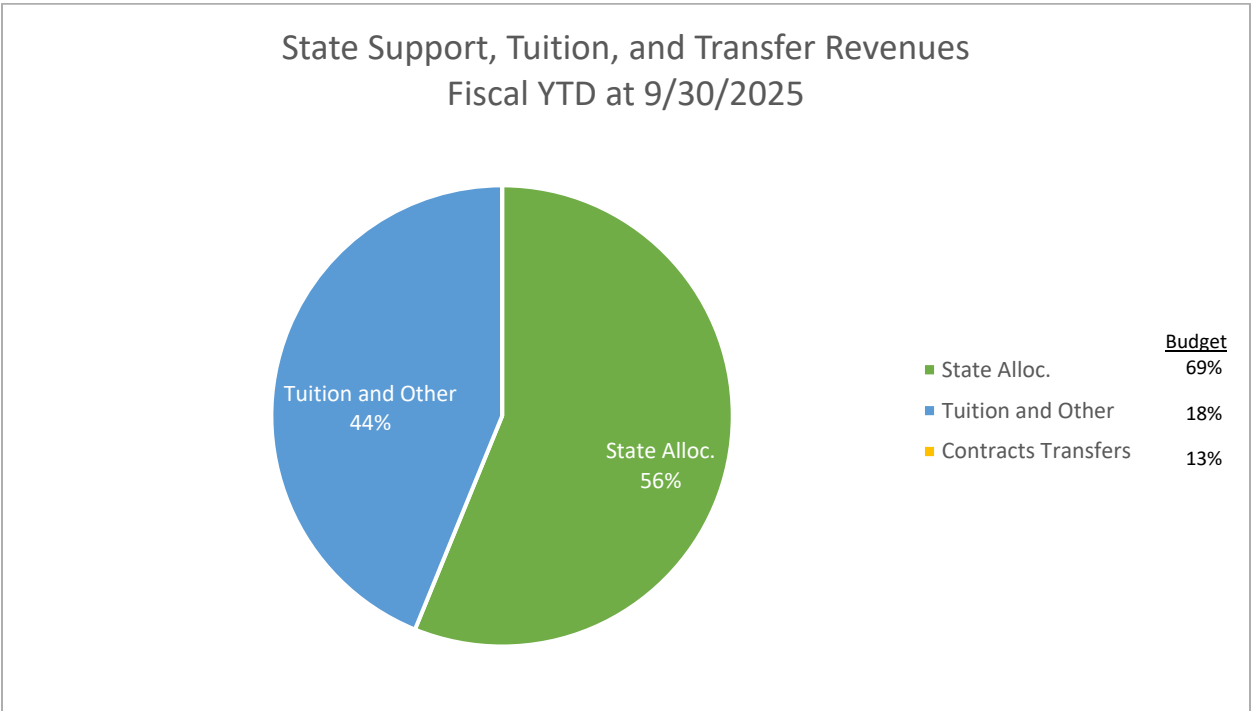
October 29, 2025

- Accreditation Committee continues to meet monthly:
 - Updated name: Planning & Accreditation Committee (PAC).
 - PAC continues to work on the PRFR report.
- PRFR (Policies, Regulations, and Financial Review) Report:
 - Addresses all standard 2 accreditation standards on governance, academic freedom, policies and procedures, institutional integrity, financial resources, human resources, student support services, library and information resources, physical and technology infrastructure.
 - Due September 1, 2026 (Year 6 of 7-year accreditation cycle).
- Learning outcomes assessment accreditation recommendation:
 - Collected 100% of assessment data requested last academic year (due June 2025).
 - Changed assessment due date to the end of each quarter.
 - This fall, faculty will assess the institutional-level learning outcomes (SSLOs) on Critical Thinking and Equity & Social Justice and transfer program outcomes (TPOs).
 - This fall, Toyota, Chemistry, and Manufacturing programs will pilot new assessment software called Insights by eLumen.
 - Director of Outcomes Assessment attending instructional division and department meetings to guide faculty through reflecting on the assessment data that has been collected to help faculty “close the assessment loop” by developing goals to improve learning.
 - Curriculum Committee is revising the workflow of course development and revision to insert learning outcomes assessment work earlier into the process.

Shoreline College
Total of Primary Activities
Fiscal Year-to-Date (YTD) at 9/30/2025



Shoreline College
State Support Funds
Fiscal Year-to-Date (YTD) at 9/30/2025



SHORELINE COLLEGE
FINANCIAL REPORT - STATE SUPPORT FUNDS
MONTH ENDED SEPTEMBER 30, 2025

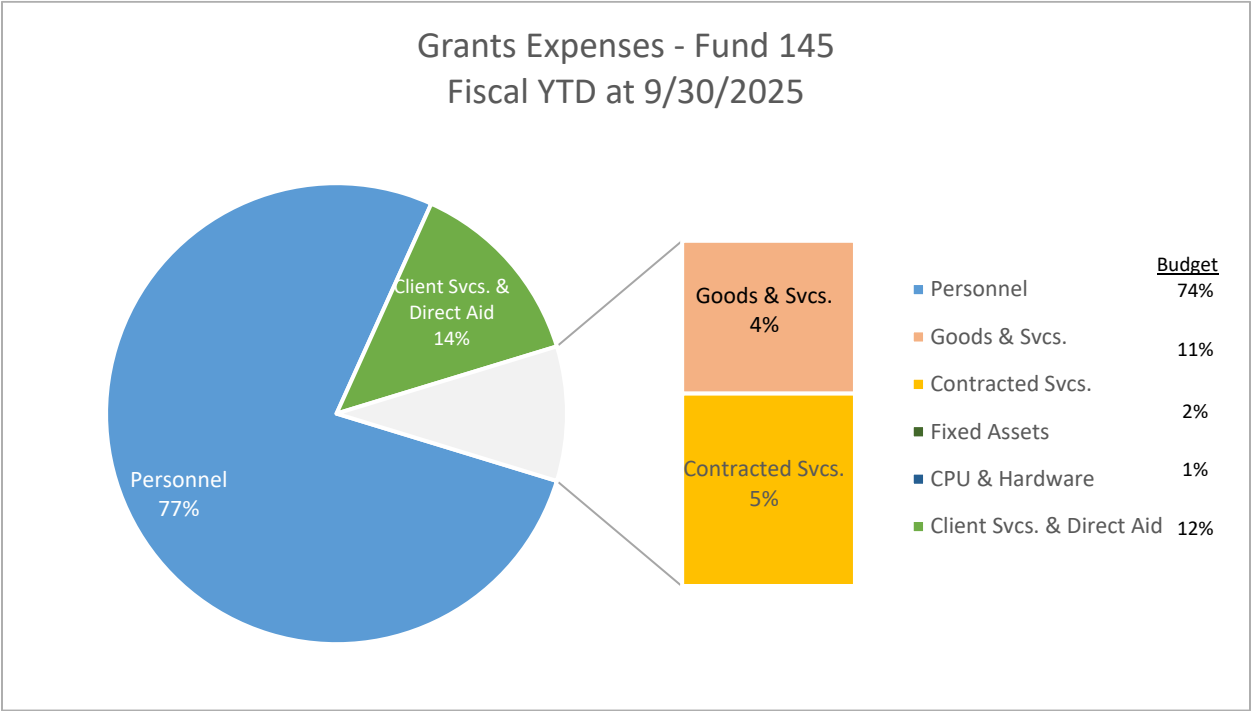
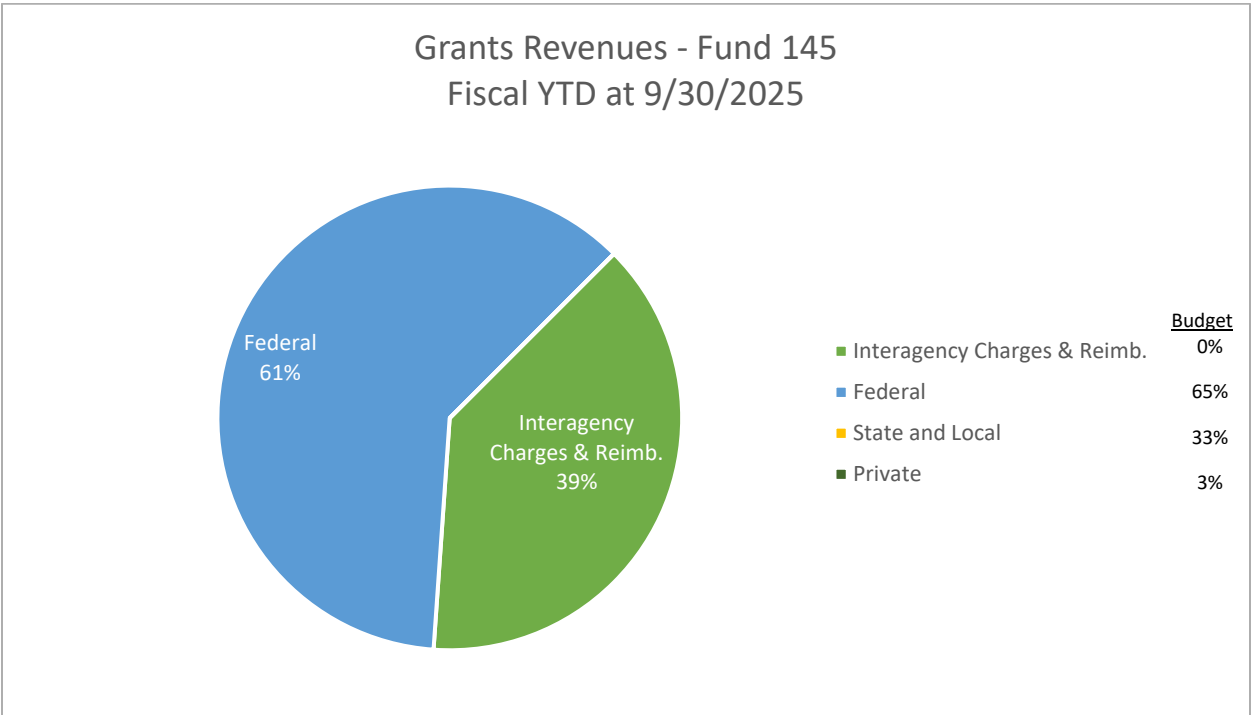
Year-over-Year Comparison of Actuals					YTD Percent of Budget	
Ln.	(A) Prior FYE 09/30/2024	(B) Current FYE at 09/30/2025	(B) - (A) CY to PY Inc./ (Decr.)	Year-over- Year % Change	(C) 2025-26 Budget	(B) / (C) % of Budget
State Allocations, Tuition, and Contract						
Transfers Revenues						
1. State Allocations	\$ 3,900,715	\$ 5,802,129	\$ 1,901,414	48.7%	\$ 39,491,635	14.7%
2. Operating Tuition	\$ 4,181,413	\$ 4,448,621	\$ 267,209	6.4%	\$ 10,271,613	43.3%
3. Interest Income	-	79,013	79,013	-	100,000	-
Subtotal State Alloc. and Tuition	8,082,128	10,329,763	2,247,636	27.8%	49,863,248	20.7%
Contract Expense Transfers:						
4. International Education	14,014	-	(14,014)	0.0%	4,995,681	0.0%
5. Running Start	-	-	-	0.0%	1,925,000	0.0%
6. CECO	83,436	-	(83,436)	0.0%	473,048	0.0%
7. CEP	-	-	-	0.0%	50,000	0.0%
Subtotal Contract Expense Transfers	97,450	-	(97,450)	0.0%	7,443,729	0.0%
Total Revenues and Contract Transfers	\$ 8,179,578	\$ 10,329,763	\$ 2,150,186	26.3%	\$ 57,306,977	18.0%
State Support Expenses						
Personnel Expenses						
8. Exempt Employee Salaries and Wages	1,579,880	1,707,352	127,472	8.1%	\$ 6,788,741	25.1%
9. Full-Time Faculty Salaries and Wages	1,286,067	1,347,463	61,396	4.8%	12,105,313	11.1%
10. Part-Time Faculty Salaries and Wages	2,725,970	3,055,669	329,699	12.1%	9,262,407	33.0%
11. Classified Employee Salaries and Wages	1,964,607	2,067,030	102,423	5.2%	8,394,905	24.6%
12. Part-Time Hourly and Students Wages	65,920	91,939	26,019	39.5%	444,954	20.7%
13. Employee Benefits	2,742,238	2,890,039	147,801	5.4%	12,165,239	23.8%
Subtotal Personnel Expenses	10,364,682	11,159,492	794,810	7.7%	49,161,559	22.7%
Current and Capital Expenses						
Goods and Services:						
	797,805	998,401	200,596	25.1%	4,923,919	20.3%
14. Supplies and Materials	85,766	59,091	(26,675)	-31.1%		
15. Other Goods and Services	46,981	58,003	11,022	23.5%		
16. Utilities, Recycling, and Waste Disposal	174,263	359,343	185,080	106.2%		
17. WA State Agency Services	29,954	7,064	(22,891)	-76.4%		
18. Legal, Acct., and Audit Services	14,440	44,513	30,073	208.3%		
19. Insurance Premiums	168,219	113,062	(55,156)	-32.8%		
20. Furniture and Equipment - Non-Cap.	494	4,914	4,420	0.0%		
21. Software License And Maint. - Non-Cap.	138,665	212,736	74,072	53.4%		
22. Subscriptions and Periodicals	76,010	36,080	(39,930)	-52.5%		
23. Repairs and Maintenance	33,921	13,060	(20,861)	-61.5%		
24. Voice and Data Transmission Services	24,436	41,316	16,880	69.1%		
25. Banking and Merchant Fees	4,656	49,216	44,560	957.1%		
26. Contracted Services	138,689	84,830	(53,859)	-38.8%	556,226	15.3%
27. Capital Outlays - Fixed Assets	19,385	9,621	(9,764)	-50.4%	577,480	1.7%
28. Computers and Related Hardware - Non-Cap.	9,120	-	(9,120)	-100.0%	241,911	0.0%
29. Travel and Training	78,100	65,950	(12,150)	-15.6%	167,408	39.4%
30. Client Services and Direct Aid	185,921	158,582	(27,339)	-14.7%	1,078,474	14.7%
31. Debt Service	-	-	-	0.0%	600,000	0.0%
Subtotal Current and Capital Expenses	\$ 1,229,021	\$ 1,317,385	\$ 88,364	7.2%	\$ 8,145,418	16.2%
Total State Support Expenses	\$ 11,593,703	\$ 12,476,877	\$ 883,174	7.6%	\$ 57,306,977	21.8%
State Support Reserves Increase (Decrease)	\$ (3,414,125)	\$ (2,147,114)	\$ 1,267,011	-37.1%	\$ -	
State Support Reserves Beg. Balance at July 1	\$ 4,072,760	\$ 2,184,142	\$ (1,888,618)	-46.4%	\$ 2,184,142	
32. State Support Reserves at 09/30/20XX	\$ 658,635	\$ 37,028	\$ (621,607)	-94.4%	\$ 2,184,142	

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

SHORELINE COLLEGE**FINANCIAL REPORT - STATE SUPPORT FUNDS****VARIANCE ANALYSIS OF LINE ITEMS GREATER THAN \$100,000 AND 10%****MONTH ENDED SEPTEMBER 30, 2025**

Line	Description	Analysis
REVENUES		
1.	State Allocations	Federal pass-through-funding award letters delayed while under legal review by WA Attorney General's Office, and \$1.6 million timing difference of additional State Allocations drawdown.
PERSONNEL EXPENSES		
10.	Part-Time Faculty Salaries and Wages	Increase in P/T expenses in Dental Hygiene, MLT, HIIM, NAC-IBEST, Nursing, Chemistry, Biotech, Engineering, English, SAPP, and ABE/ESL compared to the prior year.
CURRENT AND CAPITAL EXPENSES		
16.	Utilities, Recycling, and Waste Disposal	More expenses this FY compared to PY due to increases in Electricity and timely payment of Property Taxes compared to PY.
32.	State Support Reserves at 09/30/20XX	Reduction in Operating Reserves compared to prior year due to general ledger clean up as approved at the August 14, 2025 Board of Trustees Special Meeting. \$1.6 million timing difference of additional State Allocations drawdown not reflected in general ledger.

Shoreline Community College
Grants Funds 145
Fiscal Year-to-Date (YTD) at 9/30/2025



Ln.	Year-over-Year Comparison of Actuals				YTD Percent of Budget	
	(A) Prior FYE 09/30/2024	(B) Current FYE at 09/30/2025	(B) - (A) CY to PY Inc./(Decr.)	Year-over- Year % Change	(C) 2025-26 Budget	(B) / (C) % of Budget
Ln. Grant Revenues						
1. Intercollege and Interagency Charges & Reimbursement	\$ 200,412	\$ 186,442	\$ (13,970)	-7.0%	\$ -	
2. Federal	122,913	296,396	173,483	141.1%	1,508,617	19.6%
3. State and Local	-	-	-		758,818	0.0%
4. Private	-	-	-		64,500	0.0%
Total Grant Revenues	\$ 323,325	\$ 482,838	\$ 159,513	49.3%	\$ 2,331,935	20.7%
Grant Expenses						
Personnel Expenses						
5. Exempt Employee Salaries and Wages	40,031	46,922	6,891	17.2%	\$ 295,285	15.9%
6. Full-Time Faculty Salaries and Wages	15,417	3,595	(11,823)	-76.7%	136,940	2.6%
7. Part-Time Faculty Salaries and Wages	35,154	27,555	(7,599)	-21.6%	375,917	7.3%
8. Classified Employee Salaries and Wages	67,778	162,815	95,037	140.2%	364,163	44.7%
9. Part-Time Hourly and Students Wages	17,929	35,957	18,028	100.6%	131,316	27.4%
10. Employee Benefits	51,910	92,730	40,820	78.6%	424,752	21.8%
Subtotal Personnel Expenses	228,219	369,573	141,354	61.9%	1,728,373	21.4%
Current and Capital Expenses						
11. Goods and Services	18,917	20,007	1,091	5.8%	249,361	8.0%
12. Supplies and Materials	4,615	2,376	(2,239)	-48.5%		
13. Other Goods and Services	14,186	15,697	1,511	10.6%		
14. Utilities, Recycling, and Waste Disposal	-	-	-			
15. WA State Agency Services	-	-	-			
16. Legal, Acct., and Audit Services	-	-	-			
17. Insurance Premiums	-	-	-			
18. Furniture and Equipment - Non-Cap.	-	1,858	1,858			
19. Software License And Maint. - Non-Cap.	-	-	-			
20. Subscriptions and Periodicals	-	-	-			
21. Repairs and Maintenance	-	-	-			
22. Voice and Data Transmission Services	116	76	(40)	-34.3%		
23. Banking and Merchant Fees	-	-	-			
24. Contracted Services	3,206	25,259	22,052	0.0%	55,250	45.7%
25. Capital Outlays - Fixed Assets	-	-	-			
26. Computers and Related Hardware - Non-Cap.	-	-	-			
27. Travel and Training	11,083	1,401	(9,682)	-87.4%	24,715	5.7%
28. Client Services and Direct Aid	63,514	64,947	1,433	2.3%	274,236	23.7%
29. Debt Service	-	-	-			
Subtotal Current and Capital Expenses	\$ 96,721	\$ 111,614	\$ 14,893	15.4%	\$ 603,562	18.5%
Total Grant Expenses	\$ 324,939	\$ 481,187	\$ 156,248	48.1%	\$ 2,331,935	20.6%
Grant Reserves Increase (Decrease)	\$ (1,615)	\$ 1,651	\$ 3,266	-202.3%	\$ -	

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

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

Line	Description	Analysis
GRANT REVENUES		
2.	Federal Grants	We are current on invoicing and drawdown of federal grant funds and more expenses in current year due to filled positions compared to vacancies in prior year.
PERSONNEL EXPENSES		
8.	Classified Employee Salaries and Wages	Increase in expenses this year due to prior year position vacancies in AANAPISI and SIP Grants
10.	Employee Benefits	Increase in expenses this year due to prior year position vacancies in AANAPISI and SIP Grants

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

FEDERAL GRANT AWARDS							
Name	Grantor	Grant Period	TOTAL Award		Expenses to Date	Balance Remaining	% Bal Remain
SIP: Title III Strengthening Institutions Program	U.S. Dept of Education	10/1/21 - 9/30/26	\$	2,392,561	\$	1,522,460	\$ 870,101 36.4%
AANAPISI: Title III Asian American, Native American & Pacific Islander Serving Institutions	U.S. Dept of Education	10/1/21 - 9/30/26	\$	1,524,791	\$	947,242	\$ 577,549 37.9%
IUSE: Innovation in Two-Year College STEM Education	Nat'l Science Foundation (NSF)	10/1/24 - 9/30/27	\$	499,954	\$	95,686	\$ 404,268 80.9%
Biotech Hub	Nat'l Science Foundation (NSF)	5/15/21 - 11/30/25	\$	426,886	\$	388,591	\$ 38,295 9.0%
TOTAL FEDERAL GRANT AWARDS			\$	4,844,192	\$	2,953,979	\$ 1,890,213 39.0%
STATE AND LOCAL GRANT AWARDS							
Name	Grantor	Grant Period	TOTAL Award		Expenses to Date	Balance Remaining	% Bal Remain
Worker Retraining Program Proviso (001-123)	SBCTC	7/1/25 - 6/30/26	\$	1,545,231	\$	226,682	\$ 1,318,549 85.3%
BFET (Basic Food Employment and Training)*	SBCTC	10/1/24 - 9/30/25	\$	543,213	\$	484,208	\$ 59,005 10.9%
BFET (Basic Food Employment and Training)*	SBCTC	10/1/25 - 9/30/26	\$	567,865	<i>Federal services suspended.</i>		**
Workfirst Delivery Agreement*	SBCTC	7/1/25 - 6/30/26	\$	412,384	\$	132,322	\$ 280,062 67.9%
Perkins Plan*	SBCTC	7/1/25 - 6/30/26	\$	315,507	\$	19,700	\$ 295,807 93.8%
Perkins Leadership Block Grant*	SBCTC	7/1/25 - 6/30/26	\$	30,000	\$	19,700	\$ 10,300 34.3%
BEEdA (Basic Ed. for Adults) Master Grant*	SBCTC	7/1/25 - 6/30/26	\$	271,327	\$	19,700	\$ 251,627 92.7%
BEEdA New Arrivals Funds*	SBCTC	7/1/25 - 6/30/26	\$	48,000	\$	19,700	\$ 28,300 59.0%
Nursing FTE Expansion Grant (24J-6BP)	SBCTC	7/1/25 - 6/30/26	\$	180,000	\$	19,700	\$ 160,300 89.1%
Supporting Students Experiencing Homelessness (S)	SBCTC	7/1/25 - 6/30/26	\$	108,000	\$	19,700	\$ 88,300 81.8%
High Demand Funding for MLT (24J-171)	SBCTC	7/1/25 - 6/30/26	\$	102,140	\$	15,533	\$ 86,607 84.8%
BEEdA IELCE*	SBCTC	7/1/25 - 6/30/26	\$	69,229	\$	19,700	\$ 49,529 71.5%
I-BEST Allocation (001-CK1)	SBCTC	7/1/23 - 6/30/26	\$	117,188	\$	19,617	\$ 97,571 83.3%
Student Emergency Assistance Grant (SEAG)(24J-1 SBCTC		7/1/25 - 6/30/26	\$	155,000	\$	-	\$ 155,000 100.0%
SUBTOTAL of SBCTC Grant Awards:			\$	4,465,084	\$	1,016,262	\$ 3,448,822 77.2%
TTRPG (Table Top Role Playing Games) Innovation	WA State Library	2024 - 2025	\$	2,000	\$	1,029	\$ 971 48.6%
Biotech Internship Expansion (146-161-25081)	WA Research Foundation	2024 - 2026	\$	93,030	\$	80,288	\$ 12,742 13.7%
WSAC Universal Transfer Explorer Project (ITHAKA)	WA Student Achieve. Council (W	4/19/24 - 6/30/25	\$	6,500	\$	2,238	\$ 4,262 65.6%
General Clean Energy Grant	WA State Dept of Commerce	7/1/24 - 6/30/25	\$	533,389	\$	55,922	\$ 477,467 89.5%
SUBTOTAL of Other WA State Grant Awards:			\$	634,919	\$	139,477	\$ 495,442 78.0%
Supporting Student Veterans and their Families	King County	7/1/25 - 6/30/28	\$	697,300	<i>In legal review.</i>		***
Bridge to Finish (Benefits Hub)	United Way-King County	7/1/25 - 6/30/26	\$	155,000	<i>In legal review.</i>		***
SUBTOTAL of Local Grant Awards:			\$	852,300	\$	-	\$ - 0.0%
TOTAL STATE AND LOCAL GRANT AWARDS			\$	5,952,303	\$	1,155,739	\$ 4,796,564 80.6%
TOTAL OF ALL FEDERAL, STATE, AND LOCAL GRANT AWARDS			\$	10,796,495	\$	4,109,718	\$ 6,686,777 61.9%

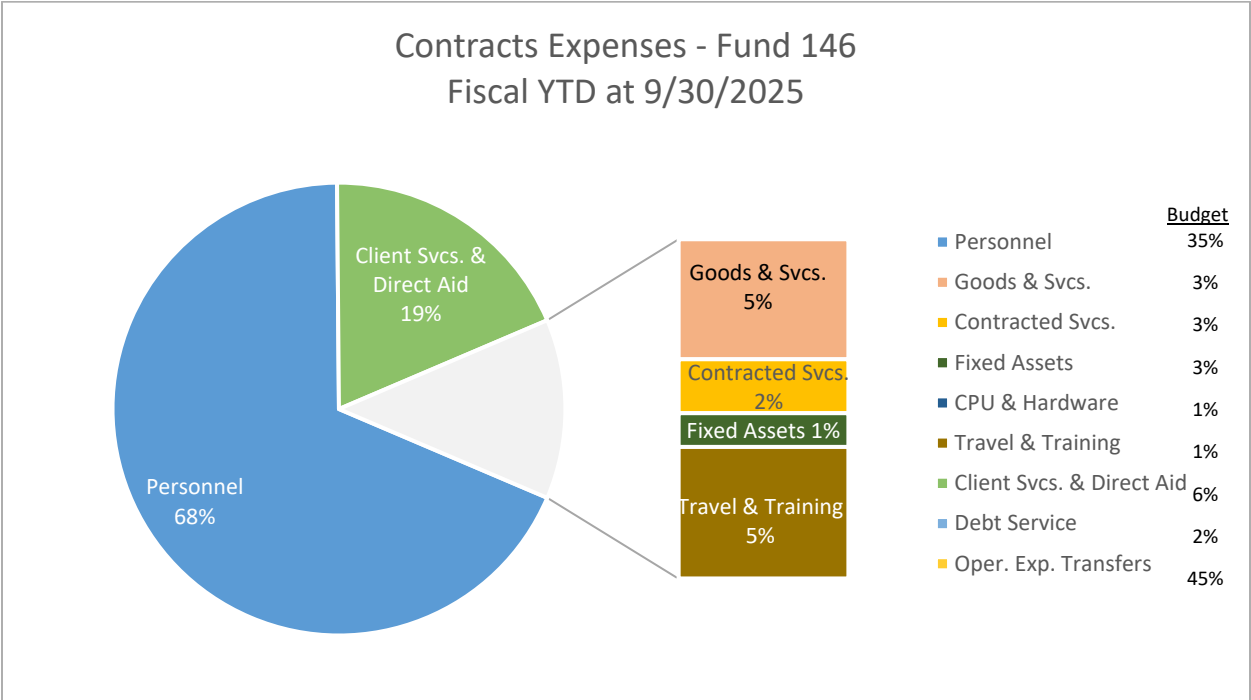
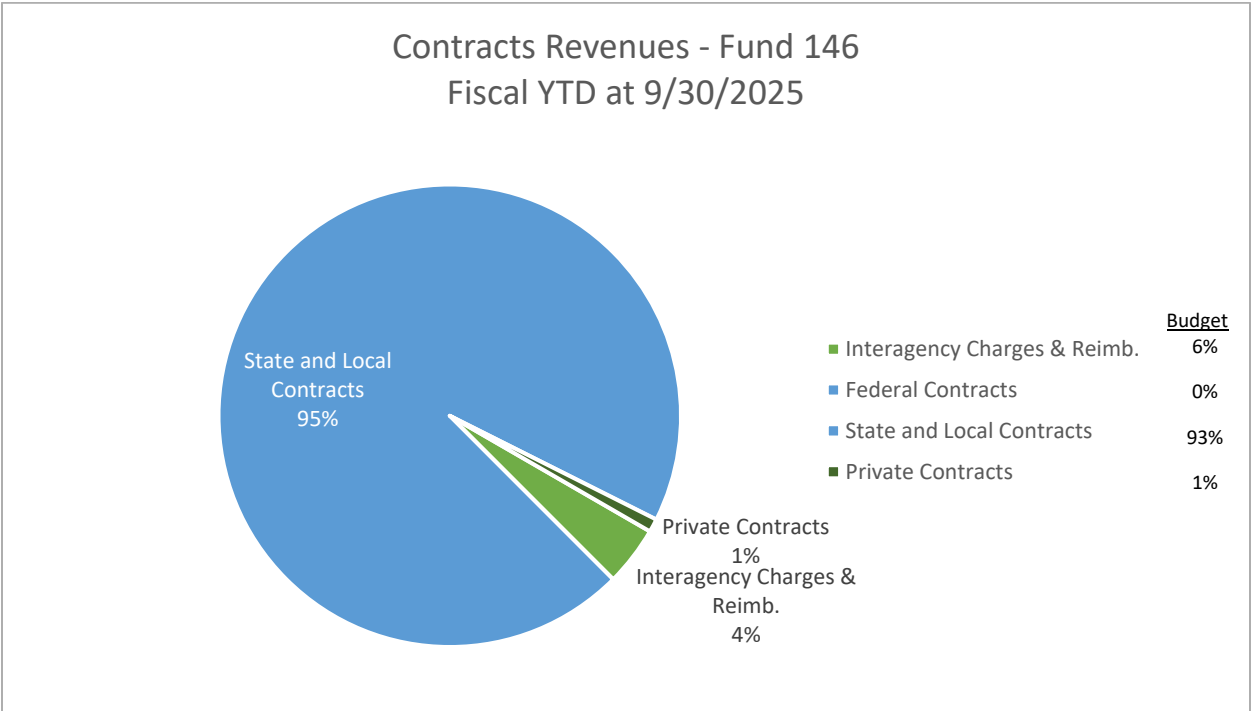
NOTES:

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

**Federal level programmatic support and services are suspended due to Federal government shutdown.

***Working with community partner to finalize contract language.

Shoreline Community College
Contracts Funds 146
Fiscal Year-to-Date (YTD) at 9/30/2025



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

Year-over-Year Comparison of Actuals					YTD Percent of Budget	
Ln.	(A) Prior FYE 09/30/2024	(B) Current FYE at 09/30/2025	(B) - (A) CY to PY Inc./ (Decr.)	Year-over- Year % Change	(C) 2025-26 Budget	(B) / (C) % of Budget
Ln. Contract Revenues						
1. Intercollege and Interagency Charges & Reimbursement	\$ 88,441	\$ 175,860	\$ 87,420	98.8%	\$ 1,000,000	17.6%
2. Federal	555	-	(555)	-	-	-
3. State and Local	4,563,079	3,993,037	(570,042)	-12.5%	16,183,753	24.7%
4. Private	15,000	38,750	23,750	158.3%	150,000	25.8%
Total Contract Revenues	\$ 4,667,075	\$ 4,207,647	\$ (459,427)	-9.8%	\$ 17,333,753	24.3%
Contract Expenses						
Personnel Expenses						
5. Exempt Employee Salaries and Wages	160,367	205,505	45,138	28.1%	\$ 731,619	28.1%
6. Full-Time Faculty Salaries and Wages	116,299	118,295	1,996	1.7%	2,391,385	4.9%
7. Part-Time Faculty Salaries and Wages	47,363	36,729	(10,634)	-22.5%	254,068	14.5%
8. Classified Employee Salaries and Wages	180,157	156,549	(23,608)	-13.1%	1,032,239	15.2%
9. Part-Time Hourly and Students Wages	31,500	62,500	31,000	98.4%	164,794	37.9%
10. Employee Benefits	185,878	184,476	(1,403)	-0.8%	1,561,386	11.8%
Subtotal Personnel Expenses	721,564	764,054	42,490	5.9%	6,135,491	12.5%
Current and Capital Expenses						
11. Goods and Services	83,606	50,539	(33,067)	-39.6%	574,959	8.8%
12. Supplies and Materials	3,572	3,822	251	0.0%		
13. Other Goods and Services	76,633	5,367	(71,266)	-93.0%		
14. Utilities, Recycling, and Waste Disposal	-	-	-			
15. WA State Agency Services	-	-	-			
16. Legal, Acct., and Audit Services	-	-	-			
17. Insurance Premiums	-	-	-			
18. Furniture and Equipment - Non-Cap.	292	-	(292)	-100.0%		
19. Software License And Maint. - Non-Cap.	-	37,744	37,744	0.0%		
20. Subscriptions and Periodicals	8	820	812	10146.8%		
21. Repairs and Maintenance	380	-	(380)	-100.0%		
22. Voice and Data Transmission Services	2,722	2,787	64	2.4%		
23. Banking and Merchant Fees	-	-	-			
24. Contracted Services	79,246	(22,733)	(101,979)	-128.7%	577,091	-3.9%
25. Capital Outlays - Fixed Assets	11,120	14,218	3,098	27.9%	471,450	3.0%
26. Computers and Related Hardware - Non-Cap.	-	-	-		112,470	0.0%
27. Travel and Training	74,413	55,579	(18,835)	-25.3%	237,041	23.4%
28. Client Services and Direct Aid	(11,216)	208,982	220,198	-1963.3%	1,037,886	20.1%
29. Debt Service	-	-	-		343,636	0.0%
30. Operating Expense Transfers	97,450	-	(97,450)	-100.0%	7,843,729	0.0%
Subtotal Current and Capital Expenses	\$ 334,619	\$ 306,585	\$ (28,034)	-8.4%	\$ 11,198,262	2.7%
Total Contract Expenses	\$ 1,056,184	\$ 1,070,639	\$ 14,455	1.4%	\$ 17,333,753	6.2%
Contract Reserves Increase (Decrease)	\$ 3,610,891	\$ 3,137,008	\$ (473,883)	-13.1%	\$ -	

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

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

Line	Description	Analysis
------	-------------	----------

CONTRACT REVENUES

1.	Intercollege and Interagency Charges & Reimbursements	Timing of revenue recognition for BFET Reutilized Fund compared to same time last year.
3.	State and Local	Timing of billing for Running Start compared to the same time last year and decreased Int'l Educ. student enrollment contract revenue.

PERSONNEL EXPENSES

5.	Exempt Employee Salaries and Wages	More expenses in this fiscal year compared to prior fiscal year primarily due to WRF - Biotech Internship Expansion Contract.
9.	Part-Time Hourly and Students Wages	

CURRENT AND CAPITAL EXPENSES

13.	Other Goods and Services	Timing of Running Start services remittance compared to same time last year and reduced expenses for Other Goods in Int'l Educ.
19.	Software License And Maint. - Non-Cap.	Timing of payments for Int'l Educ. Software Licenses compared to same time last year.
24.	Contracted Services	Timing of payments on prior year-end accruals for Int'l Educ. Recruiter Agents compared to same time last year.
28.	Client Services and Direct Aid	Timing of payment for Direct Client Services provided by CECO compared to same time last year.
30.	Operating Expense Transfers	Timing of Operating Expense transfers compared to same time last year.

Thank you, members of the board. My name is Norah Peters, and I am the Co-Chief Shop Steward of the Classified Union, WFSE local 304. I would like my statement submitted for the minutes.

Even though our last statement to the board was only on October 1st, it does seem as though this month was at least a couple months long. We are just a bit over a month into our Fall quarter now, and happy to see the excitement of the first few weeks now settling into the normal chaos of academic life. I do have a few updates from the past couple weeks to share:

We have reinstated the classified staff member action team, and we had a lunchtime meeting on October 9th. The member action team is a small group of motivated union members from across campus; they are not all stewards but are all concerned about the needs of their fellow classified staff. We hope to expand the group so we can ensure all staff are heard from and supported. One takeaway I appreciated was a conversation about the need to provide information in multiple languages. A fair number of the facilities staff, especially the staff who work in the evenings, do not speak English as a first language and there have been barriers in reaching out to them. We want to do better going forward in making sure they know their rights as union members and as classified staff at Shoreline.

Classified staff expressed concerns during our last lunch and learn on October 15th regarding the assignments of committees. We understand the need to get representation from classified staff on these committees, especially as we strive to have a true shared governance structure. All the stewards have been vocal about the importance of staff participation on committees. However, we also understand that asking staff to do more, especially when it is outside their standard duties, can feel burdensome. That feeling is heightened when they are emailed about an assignment they never volunteered for and based on the verbiage in the email, did not feel the right to request changes or explain why such an assignment would not be appropriate. Since the lunch and learn, we have had conversation with Dr. Kahn and will be discussing it further at our next Union Management Communication Council. Ultimately, we want the same goals, wider collaboration and participation from staff on these committees, we just need to work on the communication and expectations regarding these goals.

We have started to hear rumblings of faculty and administrators picking up classified work for positions that are no longer staffed. While we know we are on a hiring freeze, we will need to address any classified work that is being done by non-classified staff as that could lead to a breach of contract. We will be meeting with our faculty counterparts to discuss what is being reported and then will be bringing it to HR as soon as we have more information. I would just kindly remind supervisors to reach out to HR or the classified union if you find you are doing work previously done by classified staff.

Finally, as we face the ongoing shut down of the federal government, I would be remiss to not note that the economic impact is going to start to be felt by everyone. With SNAP benefits disappearing, an estimated \$37 million per week to households in Washington will be missing from the economy. This in turn is likely to increase the cost of goods and services across the board. While I am glad to hear that Gov Ferguson is directing around \$2.2 million to food banks, it will not be enough. Our students and employees will be feeling this loss to the economy, and

we need to find ways to support our community's mutual aid groups. We are glad to hear Soupsgiving will be taking place again, which serves as a food drive for our benefits hub – and we would encourage everyone to participate in that event, and to find more ways to support the community at large. We will be discussing ways to support mutual aid at our next lunch and learn and would like to find ways to partner with others from across the school as well. The community may be leaving our name, we will not, however, be leaving the community. Thank you!



SCCFT President Eric Hamako

Statement to the SCC Board of Trustees

2025.10.29

Permalink: <https://bit.ly/SCCFTtoBOT2025-10-29>

Good evening. My name is Eric Hamako. I am the President of the faculty's labor union, the Shoreline Community College Federation of Teachers (SCCFT), Local 1950 of the American Federation of Teachers (AFT). I present my comments for the Board's record.

For almost a month, the Federal government has been partially shut down, with many people going without pay and crucial services. Why? Because the Trump Administration's "Big Ugly Bill" gave billions of dollars of tax breaks to billionaires and, to cover that lost revenue, the Administration cut funding for health care tax credits for millions of people. But, labor unions are pushing back, saying that there must be affordable health care and we should not suffer tax breaks for billionaires.

Such problems are not limited to the Federal government. Closer to campus, we can see other examples of financial decisions that cost millions of dollars and, when the bill comes due, are paid for by those who were neither the cause nor the beneficiaries.

As the College works to clean up its financial messes, it is trying to find ways to cover old unpaid expenses. And our labor union is here to enforce the limits and boundaries to how you can do that. There are limits to how you can treat us.

Last month, I noted that our union is *for* a workload that is enough to live well – and not so much that it consumes other parts of our lives. Today, I'll talk about a few workload issues: cutting & packing, squeezing, and skimming.

First, cutting and packing – sometimes also called “strategic enrollment management.” The College is looking at cutting faculty members’ employment and packing more students into each classroom. Already, we’re seeing many adjunct faculty losing their employment, leaving them with not enough workload to live well. How will their students be served? Presumably by packing those students into the courses of the remaining faculty members, up to the maximum allowable capacity for a class. Class caps are not the minimum enrollment needed to earn positive revenue from a course. Class caps are not the ideal number of students in a class for students’ learning. Class caps are a *limit* bargained by our labor union with the College. To paraphrase comedian Chris Rock, class caps are a limit, because the College would *try* to pack in more students and employ fewer instructors, but it’s not *allowed* to.

Second, squeezing. After decades of inconsistently managing the faculty’s labor, the College has recently taken an interest in monitoring Full-Time faculty members’ “other academic responsibilities” work, sometimes called “service work.” The College, it seems, thinks that some faculty might be “getting away with” not doing enough work. Administrators are calling Full-Time faculty members into one-on-one meetings to monitor our service work. These meetings would feel less insulting if, first, the College were abiding by the CBA’s agreed upon definitions of what counts as “other academic responsibilities,” and second, if the College respected the limits of our overall workload. We want the College to show an equal interest in following the agreements about the *other* 80% of Full-Time Faculty’s workload, the 80% referred to as “major function work.” Service work is 75 hours per quarter. “Major function” work is 301 hours per quarter. After accounting for class time and office hours, a faculty member might, at best, have approximately 100 hours per quarter – only ten hours per week –

for all other major function work, such as grading, course prep, corresponding with students, and staying current in our fields. Ten hours per week. So, as the College works to hold Full-Time Faculty accountable for the 20% service workload, our union holds that we also have agreements about the *other* 80% that you pay us for. There are limits to our workload.

And, a third workload issue: skimming. The College is trying to cover another approximately \$2 million in “unreconciled expenses” by dipping further into various College reserve funds and by freezing the hiring of new workers to fill vacant positions, so that the College can recapture those salary dollars and then spend them on covering old debts. The College’s hiring freeze impacts current workers. Leaving vacant these mission critical positions means that *someone* will have to do that work – and faculty are increasingly pressed into it. But, when the College actively or tacitly reassigns work from a unionized bargaining unit to workers outside that bargaining unit, there’s a term for that: skimming. And skimming is an Unfair Labor Practice (ULP). Again, there are limits to what the College can do and how it can treat its unionized workers.

At the Federal level, the Trump Administration created problems by doling out billions of dollars of tax breaks to billionaires – and then compounded those problems by paying for those tax breaks by cutting millions of people’s access to health care. Here on campus, the College has created problems through years of bad financial practices, including millions of dollars of unreconciled expenses, only recently discovered. You should have been *preventing* those problems. The money you spent, without even knowing, is money you *could* have been saving to keep people employed in the face of further cuts to state funding. We, the campus labor unions, *warned* you about any number of decisions you made that have brought us to this point. We warned you of your bad financial practices. And now that you’re trying to clean up these problems, we’re *still* here, to declare there are limits to how you can treat us.

Good night.

Faculty Senate Chair Statement

Board of Trustees Meeting

Shoreline College

October 29, 2025

*Given In-Person in room 1010M/Zoom

Mid-terms are upon us and the Faculty Senate has continued to diligently carry out our institutional charge as a Senate. The Senate has been asked to review, and recommend for approval two new curricula that will be routed to the College Council for review. This includes a new Ford Automotive program, and a Health Analyst Certificate. We are in the process of reviewing and recommending for approval a recent batch of 8 new curricula ranging from HIIM, Chemistry, French, Korean, and Spanish courses/programs.

We will be meeting next week and will solidify our current Senate Council representatives for the Academic Year, as well as identifying our priorities as a Senate and faculty body for the upcoming year. The Senate has been working with Executive Director Jason Brandon and his team to refine the process of creating/approving Professors' Emeriti's Shoreline email privileges upon the awarding of this coveted status to our distinguished faculty. Thank you to ED Brandon and the entire TSS team for their collaboration and support.

As we head into the second half of the term, the faculty have been engaged on-campus and off-campus. Many have been newly appointed to vital committees within our Union, including serving as tenured faculty on new ARCs, which is a vital part of caring for our incoming faculty, and our students in turn. On top of their normal teaching, service, advising, and other roles our faculty continue to show up for our students, and the Senate remains poised to promote academic excellence at Shoreline College.

Good Evening,

Ajay Mendoza

Chair, Faculty Senate

October 29, 2025

President's Report

From the desk of Dr. Jack Kahn

I spent a week in Dubai and Abu Dhabi earlier in the month of October with International Education (IE) colleagues Samira Pardanani and Sarah Stackhouse. We met with partners, agents, families, and potential students. We had a highly productive and engaging visit to the United Arab Emirates (UAE) to promote Shoreline. One of the events we attended was the BMI GlobalEd / Times Higher Education Conference. Over the course of the conference, we engaged in networking sessions and one-on-one meetings with education professionals and scholarship organizations. We met with new colleagues from several countries including Oman, Iraq, Saudi Arabia, Maldives, Jordan, Tunisia, Bahrain, Turkmenistan, Bhutan, South Africa, and the UAE. The conference emphasized global collaboration and diversity in student recruitment, aligning well with Shoreline's international outreach goals.

I recently had an opportunity to meet with the "givers group" - the team of presidents from colleges who will give funding to the rest of the system over the next six years. We created some subgroups with the intention of bringing colleges together with similar programs and concerns in the hope of better supporting each other with potential program impacts. The group will meet monthly. I was also able to meet with one of our local presidents to get his perspective on these (and other) matters as part of my ongoing professional development in my role as a "new-ish" president.

I continue to be active in the meetings of the Presidents Alliance, as well as the meetings of the Community Colleges for International Development (CCID). (I am on the CCID board.) In the Presidents Alliance, we continue to monitor impacts to immigrants and international students during this turbulent time. The CCID has been focused on updating their strategic plan. (I am on a subcommittee supporting that effort.) Both organizations have been very helpful in supporting our work at Shoreline.

Finally, I was able to attend the Latinx Heritage month Cima Cultural event emceed by our very own Dailia Paredes. It was such a fun and engaging event - the folklorico dancers were incredible and the kids were just cuteness overload. Special thanks to the yahaw Center for Student Empowerment, International Education, the Latine Employee Affinity Group, Student Life, the Latino Educational Training Institute (LETI), and our Associated Student Government (ASG) students for coordinating this beautiful and inspiring event.

Cheers,

Jack

Shoreline
COMMUNITY COLLEGE

President's Report

From the desk of Dr. Jack Kahn

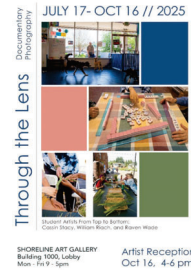
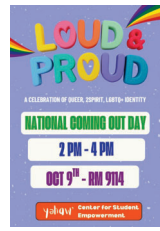
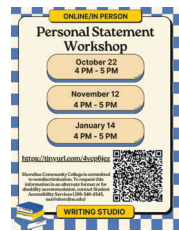
Events – Fall 2025

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



Top Row: Pres. Kahn, VP Pardanani, and Sarah Stackhouse promote international partnerships in the UAE. **Middle Row (L-R):** Students join Jack and VP Aiello at the "Pizza with the President" event; celebrating student photographers at the "Through the Lens" artists' reception. **Bottom Row:** performers at the Cima Cultural event.

Shoreline
COMMUNITY COLLEGE



Enrollment Goals

Implement collaboration with Mechatronics, Manufacturing, and Machining for outreach and admissions events.

- Liz, David, and Jennifer have been meeting to schedule events and develop brochures/flyers
- Mechatronics AA = 21 current enrolled
 - **Goal** = increase of 3% by Summer 2026 (n=27)
- Mechatronics Cert = 1 current enrolled
 - **Goal** = increase of 30% by Summer 2026 (n=3)
- Manufacturing AA = 50 current enrolled
 - **Goal** = increase of 2% by Summer 2026 (n=60)
- Manufacturing Cert = 0 current enrolled
 - **Goal** = increase by Summer 2026 (n=3)

Implement collaboration with Biotechnology for outreach and admissions events.

- Liz, David, and Raciel have been meeting to schedule events and develop brochures/flyers
- Biotech AA = 14 current enrolled
 - **Goal** = increase of 3% by Summer 2026 (n=18)
- Biotech Cert = 30 current enrolled
 - **Goal** = increase of 3% by Summer 2026 (n=39)
- BioManufacturing Cert = 18 current enrolled
 - **Goal** = increase of 3% by Summer 2026 (n=22)

Implement evening Open House / Information sessions for High School students.

- Liz will host a small group of students for information sessions focusing on HS students
- This goes 1-2x a month from 6-8pm
- **Goals:**
 - 5-10 students for each event
 - 2-3 applicants for each event
 - 1-2 registered students for each event





10th Day Snapshot Enrollment Report – Fall 2025

Purpose

This report is intended to provide a snapshot, or point-in-time view, of enrollment on the 10th day¹ of the quarter, after the end of the add/drop period. The underlying data used to calculate the figures presented include official enrollments of students in credit-bearing courses at the College as of the institutional census date. The enrollment measure shown is full-time equivalent student (FTEs²). FTEs are compared to FTEs from previous quarters³ to illustrate year-to-year changes in student enrollment levels.

Analysis

Figure 1 presents Total FTEs enrollment; Figure 2 displays the relative trends for three funding sources for students at the College – State-Supported, International Contract, and Running Start.⁴

Based on preliminary data, fall enrollments overall have seen a continued increase for the third year in a row.

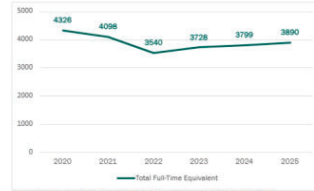


Figure 1. Fall Enrollment - Total Full-Time Equivalent Students (FTEs).

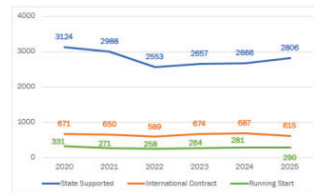


Figure 2. Fall Enrollment - Full-Time Equivalent Students (FTEs) by Select Funding Sources.

¹ The 10th class day from the first day of classes, not including weekends or holidays, for non-summer terms based on the State Board for Community & Technical College Policy Manual (Chapter 5 Section 5.60 Enrollment Census Date). For summer, the "10th day"/census day actually is earlier than the 10th day, due to a shorter quarter.

² Full-time Equivalent Student (FTEs) = 15 credit hours per term, for the purpose of this report.

³ The data are the 10th day enrollment data, except for 2022 which is the final quarter data, due to data constraints related to a ransomware event at the College. For final quarter data comparisons, visit [Enrollment Data | SBCTC](#).

⁴ See the [data table](#) for figures.



Grants Updates

Grant Opportunities Plan:

- Grant seeking prioritizes increasing enrollment and retention and decreasing equity gaps, with an emphasis on non-federal funders.
- October activities:
 - Prepared grant application to be submitted to Washington Research Foundation
 - Prepared grant application to be submitted to Washington State Dept of Commerce
 - Met with Foundation and 3 campus areas to identify their funding needs and priorities
 - Researched 6 grant opportunities with local/private funders to address the identified needs and priorities

Awarded Grants for 2025-26:

- SBCTC:**
 - BEdA (Basic Education for Adults) Basic Grant: \$271,327
 - BEdA IELCE (Integrated English Literacy & Civics Education) \$69,229
 - Perkins Plan: \$285,507
 - Perkins Leadership Block Grant: \$30,000
 - SEAG (Student Emergency Assistance Grant): \$155,000
 - SSEH (Supporting Students Experiencing Homelessness): \$108,000
 - BEdA (Basic Education for Adults) New Arrivals Grant: \$96,000
 - High Demand Enrollment Funding to expand the MLT program: \$102,140
 - Workfirst Delivery Agreement: \$412,384 (to be awarded quarterly throughout the fiscal year)
 - Worker Retraining Program: \$1,545,231 (to be awarded quarterly throughout the fiscal year)
- King County – Veterans, Seniors & Human Services Levy:**
 - Supporting Student Veterans and their Families grant: \$697,300
 - Partnership with Operation Military Family, to provide emergency housing and basic needs assistance to Veteran and military-connected students.
 - [Press Release](#)

Pending Grants:

- SBCTC:**
 - BFET (Basic Food, Employment & Training): \$567,865
 - Note: The funding period for BFET is 10/1/25– 9/30/2026; however, we have not yet received approval from SBCTC for this grant.



Grant Proposals in Progress:

- **Washington State Department of Commerce: Early Learning Facilities (ELF) Program:**
 - To renovate and expand the outdoor play areas at the Parent Child Center
 - Approximately \$100,000
 - Seeking to increase enrollment by attracting potential students who are parents through an improved and more accessible play area, and to increase retention by reducing the barrier of childcare needs for more of our students.
 - Projected funding period 1/01/26 – 12/31/27
 - Will submit by October 31.
- **Washington Research Foundation (WRF):**
 - Expanding the Honors College STEM Research Track: approx. \$73,000
 - Seeking to increase enrollment and retention by increasing awareness of the program and removing financial and other barriers to participation.
 - Would cover student fees and other costs of participation, increase outreach and marketing, build a network of research mentors for students, and develop/expand opportunities for students to present research on campus.
 - Projected funding period 7/1/2026 – 6/30-2028
 - Will submit by October 31.

Grant Proposals in Exploratory Phase:

- **SBCTC:** CTE Dual Credit Program
- **National Science Foundation:** S-STEM (Scholarships in Science, Technology, Engineering & Mathematics) grant



Foundation Updates

Important milestones and celebrations from the Shoreline Community College Foundation:

Clean Audit Received

On September 30, Vine Dahlen Certified Public Accounting delivered the results of the Foundation's FY 2023–2024 financial audit. We are proud to report a clean audit. This marks a significant milestone; the Foundation is now fully caught up on financial reporting following the disruption caused by the ransomware incident.

FY 2025–2026 Budget Approved

At its September 30 meeting, the Foundation Board approved the FY 2025–2026 budget, which reflects our commitment to student success and institutional support. Highlights include:

- **\$100,000** in direct student assistance for basic needs
- **\$290,000** in scholarship funding
- **\$165,000** in program support
- **\$37,000** to support employee development, retention, and satisfaction

Donor & Scholar Celebration

On September 25, the Foundation hosted its first annual Donor and Scholar Celebration, welcoming just over 300 guests. The event created meaningful connections between scholarship donors, custodians, and the students whose lives they impact. Shoreline alumnus and Washington State Senator John Lovick delivered an inspiring keynote address.

The event was featured in a thoughtful article by *The Ebbtide* [Click here to read](#), and MARCOM produced a moving video recap [Click here to watch](#). We are already looking forward to next year's celebration of this powerful tradition.





The Giving Table Luncheon

Shoreline Community College

Friday, November 7, 2025

11:30 AM–1:00 PM

This incredible event brings together donors, faculty, students, and partners to celebrate and support student success!

Shoreline Community College
FOUNDATION

The Giving Table Luncheon is happening on 11/7! We are looking forward to hosting more than 350 people on campus! Special thanks to the generous sponsors who underwrite the cost of the event so that every dollar raised can impact students and programs!

Patrons:

Coastal Community Bank • LowerMark Student Insurance • Reid Middleton • Starling, Whitehead & Lux Architects • Mechanics Bank • Spectrum

Mentors:

Ann & Mike Garnsey-Harter • Blanton Turner • Brenda Mallett • Campbell Nelson VW Nissan • Cori Whitaker (NEW!) • Dick & Beth Stucky • Dr. Jack Kahn & Jackie Denmon • Garde Capital • Jack Malek • Kim Wells • Mike Chan Software Development • Mithun • Norwester Scholarship Fund • Pathfinder Manufacturing (NEW!) • Pearl Noreen • PepsiCo • Rebecca Ringer & Bill Cohon • Scott Saunders & Irene Wagner • Stephen & Wendy Coates • WFSE Local #304 • Vine Dahlen



Office Of yəhaw' Updates

Benefits Hub:

During the second week of the Fall Quarter our benefits hub team has been working to support students this quarter. Below is early data for the quarter.

- # of walk ins for services/inquiries: 30
- # of student appts: 17 appts this week
- # of E-aid applications: 50 applicants
- # of students accessing food pantry data: 80 students

Below you will find a summary report for the 2024-2025 academic year for Benefits Hub student usage.

We are currently working with Workforce Funding and our Shoreline Foundation to prepare for disruptions to SNAP benefits due to the government shut down. If shut down continues into November we will be ready with a plan to support impacted students and will have a report at our next board meeting.

Shoreline Community College

July 1, 2024 to June 30, 2025



Students Served	Interventions Provided
810	4,724

Scholarship Recipients	Amount Awarded
2	\$ 10,000.00

Interventions by Service

Benefits Access	Emergency Grant	Financial Coaching	Food Access	Housing Support	Mental Health and Wellness	Paying for School	Taxes
79	103	7	4,378	106	4	32	15

Interventions by Service Type

Coaching (On-Going Assistance)	Tangible Good (One-Time Assistance)	Workshops
184	4,520	20

Emergency Grants

Interventions	90
Amount Disbursed	\$66,850.44

Housing Grants

Interventions	37
Amount Disbursed	\$47,081.87

Demographics

Low-Income	Parent	Multi-Lingual	First Generation	Food or Housing Insecure	BIPOC	White	Multi-Racial	Decline	Unknown
90.4%	27.8%	51.3%	52.8%	62.9%	64.9%	22.4%	9.2%	1.8%	1.8%

Average Age	31.9
Median Age	27.0



The yəhaw' Center for Student Empowerment:

This Fall quarter our yəhaw' Center for Student Empowerment hosted three events.

- **BSU Mixer:** Our Black Student Union gathered in the yəhaw' Center for student empowerment to bring together students to learn more about the student club and foster community together. Events such as this are vital to creating belonging and community on our campus. Thank you to BSU and their Faculty Adviser Rashawn Smith for using our center to support student voices.
- **"Alimento para [el] Cérebro"- Film discussion:** Our center hosted staff, faculty, and students to review sections of a documentary film, Madre Agua, that centers around indigenous rights to water in Bolivia. This learning opportunity engaged folks with concepts of community and environmental justice.
- **"Cima Cultural" - Cultural Celebration in Community (in Partnership with LETI):** We were excited to host LETI and our Shoreline City Mayor for a proclamation and a series of amazing performances. Events such as this showcase the rich diversity of our community and bring together our college in the spirit of celebration. A special thanks to yəhaw' Center for Student Empowerment, International Education, Latine Employee Affinity Group, Student Life, LETI, and our ASG students who came together to make this event happen! A shout to our newest employee, Elle Rivera Soto for their amazing leadership!

The Office of yəhaw':

We are excited to share that this quarter we have begun our first campus book club! Together, 40 employees have registered and will be reading Living a Feminist Life by Sara Ahmed throughout the Fall quarter. In addition, we will be hosting two major events this fall!

- **Fishing Wars Film Screening** - November 14th at 5:00 pm in the Shoreline Theater. This event will be the screening of the film "Fish Wars" which documents a series of civil disobedience protests by the Coast Salish community over treaty fishing rights granted in the Treaty of Medicine Creek. This event will host a panel of elders with firsthand accounts and will additionally include traditional drumming and opportunities to visit vendors from the community.
- **Speaker Series with Dolores Huerta!** - Join us on December 5th at 5:00 pm for an engaging night with Dolores Huerta. Moderated by Jaime Mendez & Diana Oliveros from Se Habla Media Radio, we will be listening to a live interview as Dolores Huerta shares her experience and thoughts around topics centering immigration, labor rights, and activism.

A special shout out to both our Ethnic Studies Department and our Shoreline Foundation for working with our office to bring engaging events to our Shoreline community. We hope to see you all there!



Waves of Gratitude

A Wave of gratitude to Amanda Herrera of Student Support Services for Student Engagement.

Amanda did an amazing job organizing the Ask Me stations this year!

She went out of her way to ensure every station was continuously stocked up with info about campus services that many new students might not be aware of just yet. Her snack selection was a hit with students, and she made sure volunteers knew that she was grateful for their participation too. Huge shout out to Amanda and her wagon of goodies.

Thank you for making sure students felt welcome on the first and second day!

– Submitted anonymously.



**Important Dates**

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

College Updates (DAAG)

- [Alumni Spotlight: Susan Henderson](#)
- [Campus Updates 10/23/2025](#)
- [Campus Updates 10/16/25](#)
- [Campus Updates 10/9/2025](#)
- [Campus Updates 10/2/2025](#)



SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
SPECIAL MEETING OF NOVEMBER 25, 2025

The November 25, 2025 special meeting was held via hybrid modality.

- In-person: Small Conference Room (#1004M)-Building 1000
 - Remotely
 - Via link: <https://us02web.zoom.us/j/88349708605>
 - Via telephone: (253) 215-8782 • Meeting ID: 883 4970 8605
-

MINUTES

Chair Wells called the special meeting of the Shoreline College Board of Trustees to order at 4:31 PM. A quorum of the Board was present.

MEMBERS PRESENT

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

COMMUNICATION FROM THE PUBLIC

Per the agenda for the November 25, 2025 special 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 outside the Small Conference Room (#1004M) between 4:15 PM–4:30 PM on November 25, 2025.

-For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 4:15 PM–4:30 PM on November 25, 2025.

The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the November 25, 2025 meeting will be no more than six (6) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotment will be made if more than three (3) individuals sign up to speak. (For the entering of a public comment into the record and attaching to the minutes of the November 25, 2025 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the November 25, 2025 meeting.)

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

EXECUTIVE SESSION

Chair Wells announced that the Board would be in executive session pursuant to RCW 42.30.110(1)(g) until 5:15 PM. Trustees in attendance in-person, convened in the Central

SHORELINE COLLEGE
DISTRICT SEVEN
BOARD OF TRUSTEES
SPECIAL MEETING OF NOVEMBER 25, 2025

Conference Room (#1020M) for the executive session and were joined by a trustee attending remotely.

The Board reconvened in open session at 5:15 PM.

ADJOURNMENT

Motion 25:71: Motion made by Trustee Stark to adjourn the meeting.

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

Chair Wells adjourned the special meeting at 5:15 PM.

Signed _____
Kim Wells, Chair

Attest: December 3, 2025

Lori Y. Yonemitsu, Secretary

**SHORELINE COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF DECEMBER 3, 2025**

TAB 1

ACTION

Subject: Tenure Consideration

Background

The Board of Trustees received and reviewed the Appointment Review Committee (ARC) comprehensive evaluation report and recommendation for the following faculty candidate and met in executive session with the candidate's ARC chair on November 25, 2025.

<u>Faculty Member</u>	<u>Teaching Field</u>	<u>Years on Probation</u>	<u>ARC Chair</u>
Megan Haan	Nursing	3	Lori Simicich
The President and the Vice President of Student Affairs/Interim Vice President of Academic Affairs recommend that tenure be awarded to Megan Haan.			

Recommendation

The President and the Vice President of Instruction recommend that the Board of Trustees proceed with the following two (2) options: 1) to award tenure or 2) to not award tenure.

Prepared by: Jack Kahn, President & Ryan Aiello, Vice President of Student Affairs/Interim Vice President of Academic Affairs
Shoreline Community College
November 2025

**SHORELINE COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF DECEMBER 3, 2025**

TAB 2

ACTION

**Subject: Fiscal Year 2025-2026 Reconciliations and International Education Contract
Program Enrollment Decline Funding Plan**

Background

The Board of Trustees conducted a first reading on the proposed Fiscal Year 2025-2026 Proposed Reconciliations Funding Plan and the Fiscal Year 2025-2026 Proposed International Education Enrollment Decline Funding Plan at its Regular Meeting of October 29, 2025.

**From Tab 4 (First Reading: Fiscal Year 2025-2026 Reconciliations and International Education
Contract Program Enrollment Decline Funding Plan), October 29, 2025 Board of Trustees
Regular Meeting**

At the Special Meeting of the Board of Trustees held on August 14, 2025, the Board approved using \$1,750,000 of Operating Reserves for clean-up of general ledger transaction errors, outstanding bank reconciliation items, and account reconciliation corrections going back a number of years prior to the Fiscal Year (FY) 2022 cTcLink Enterprise Resource Planning (ERP) system conversion.

At that meeting, several large account reconciliation items from prior to FY 2022 were discussed that will impact Operating Reserves in the current 2025-2026 Fiscal Year. The outstanding amount is estimated to be \$2 million and summarized as follows:

- Unbilled and unreconciled Accounts Receivable and related Bad Debts Expense.
- Division of Retirement Payroll Contributions and Reconciliation
- Certificates of Participation (COP) payments
- FY22, FY23, and FY24 Year-End Accrual Entries
- Accounts Payable Net Credit balances

Since that meeting, International Education (I.E.) Contract Program enrollments for the Fall 2025 quarter have declined 10.9% compared to Fall 2024. If this level of enrollment decline persists for the remaining quarters in this fiscal year, this will be a revenue budget shortfall of approximately \$1 million. This revenue shortfall will cause I.E. Reserves to fall below Board Policy guidelines.

Fiscal Year 2025-2026 Proposed Reconciliations Funding Plan

The following Fund Reserves and Revenue sources have been identified and proposed to cover this anticipated reduction to operating reserves at this time:

Description	Amount
Auxiliary, Self-Support, and Contract Funds Reserves	\$1,000,000
Personnel Hiring Freeze Lapsed Expense Dollars	\$ 500,000
CECO Contract Program FY2026 Revenues	\$ 400,000
Running Start Contract Program FY2026 Revenues	\$ 100,000
Total	\$2,000,000

As we progress through fiscal year, the amount of Operating Reserve impact could increase or decrease as account reconciliation and general ledger clean-up work continues.

Fiscal Year 2025-2026 Proposed International Education Enrollment Decline Funding Plan

The following revenue sources have been identified and proposed to cover this anticipated reduction to I.E. reserves at this time:

Description	Amount
Running Start Contract Program FY2026 Revenues	\$ 900,000
CECO Contract Program FY2026 Revenues	\$ 100,000
Total	\$1,000,000

As we progress through fiscal year, the amount of I.E budgeted revenue deficit could increase or decrease depending upon quarterly enrollment results.

Recommendation

That the Board of Trustees approve the Fiscal Year 2025-2026 Reconciliations and International Education Contract Program Enrollment Decline Funding Plan as presented at the Board's October 29, 2025 Regular Meeting.

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