

**Tacoma Community College
Board of Trustees Regular Meeting
November 6, 2013, 4:00 p.m.
Gig Harbor Campus, 3993 Hunt Street,
Gig Harbor, WA**

MINUTES

Board Members

Chad Wright, Chair
Liz Dunbar, Vice Chair
Bob Ryan
Don Dennis

Administration/Faculty/Staff/Guests

Pamela Transue	Silvia Barajas
Tod Treat	Anne Shaw
Pat Shuman	Dave Howard
Angie Wheeler	Shawn Jennison
Janine Mott	Jen Nagy
Dolores Haugen	Melody Griggs
David Endicott	Elizabeth Hyun
Clint Steele	Victoria Ichungwa
Bill Ryberg	Dan Small
Steve Ashpole	Tracy Clark
Jackie Gorman	Chuck Cuzzetto
David Haddick	Karen Andersen
Rachel Payne	Sean VanDommelen
Cathie Bitz	

I. CALL TO ORDER

Chair **Wright** called the meeting to order at 4:02 p.m.

II. General Matters

A. Changes/Approval of Agenda

Chair Wright announced that the agenda item on Immigration is being postponed until the December meeting.

MOTION: Upon a motion by Board member **Dennis**, the board unanimously approved the Agenda as amended.

B. Approval of Minutes for the October 11, 2013 Regular Meeting.

MOTION: Upon a motion by Board member **Dennis**, the board unanimously approved the minutes of the October 11 Regular Meeting.

C. Approval of Minutes for the October 16 joint Tacoma Public Schools/TCC board meeting.

MOTION: Upon a motion by Board member **Dunbar**, the board unanimously approved the minutes of the October 16 joint TPS/TCC board meeting.

C. Introductions

Janine Mott, Executive Director of the Gig Harbor Campus, introduced Gig Harbor Campus staff members **Tracy Clarke**, Program Specialist for Continuing Education, and **Melody Griggs**, Student Services Coordinator.

D. Correspondence

There was no correspondence, but President Transue took this opportunity to announce the appointment of Gretchen Adams as our new Trustee. Gretchen is the owner of Systems Consulting, a project management and quality assurance consulting business and a woman and minority owned business. She has had many years of information technology project management experience prior to starting her business. She served as adjunct faculty at a local community college and will bring a unique understanding of the mission of a two-year college. She will bring a valuable perspective to the TCC Board of Trustees

President Transue then commented on the retirement of Fred Whang from the Board. Fred has been a valued trustee since 2002. He has been a crucial advocate for the students, faculty, and staff at TCC. He has been committed to opportunities for all cultures and taken an active interest in veteran students,

ensuring that they have every opportunity for success. A recognition event for Fred is being planned for some time in the spring.

President Transue then announced that the National Council for Marketing and Public Relations awarded TCC three District 7 Medallion Awards.

Shawn Jennison explained the awards, played the radio spot, and showed the short promotional video. The awards were:

- Silver Award for Best Radio Spot
- Silver Award for Best Promotional Video
- Gold Award for best “Nifty and Thrifty Bang for your Buck” called “Packin’ Poster” (a rack card holder placed inside high school career counselor offices). Shawn mentioned that **Sakura Moses**, Publications Coordinator, designed the rack card.

E. Board Report

Trustees reported on their activities:

- Trustee Ryan was appointed to the Diversity Committee of the ACCT. He also attended the joint Tacoma Public Schools/TCC board meeting.
- Trustee Dunbar also attended the joint meeting. She stated that she learned a lot and can see we’ve made great progress. She also represented TCC at the College Success Foundation luncheon in Seattle which she found to be very inspiring.
- Trustee Dennis attended the tour of the Harned Center for Health Careers and birthday lunch for Joe Harned. He attended the TPS board meeting, as well. He has attended legislative meetings with President Transue and Dan Small. He, Rep. Seaquist, Tod Treat, Janine Mott, Bill Ryberg and others are meeting to pull together an environmental scan in the Peninsula area.
- Trustee Wright attended the Art Committee meeting and remarked that the art is going to be spectacular.

III. PRESENTATION Student Voice

Janine introduced student **David Haddick**. David went to WSU twenty years ago, followed by a career in advertising and then in house painting. He started his own painting business and did very well, but he was seriously injured in a work-related accident. After being hospitalized for four months and having to learn to walk again, he wasn’t able to go back into the construction trade. That is how he came to TCC. He is now working toward a career in electrical engineering and taking his core studies at the Gig Harbor Campus after which he will attend WSU or UW.

IV. ACTION ITEMS

A. Approve: TACTC Transforming Lives Student Nomination

MOTION: Upon a motion by Board member **Dunbar**, the board unanimously approved Jeffery Ray as the TCC candidate for the 2014 TACTC Transforming Lives nomination.

V. NON-ACTION ITEMS

A. Gig Harbor Campus Update

Janine stated that expansion of TCC’s presence in Gig Harbor and the Key Peninsula is part of TCC’s 2013-14 Operational Plan. She noted two items in the Plan under Create Learning:

1. Assess community needs and develop vision and plan for expansion, and
2. Assess the needs for professional/technical offerings.

The development of programming will then drive any plans for physical expansion. This fall a group of people including Janine, Tod Treat, Trustees Dennis and Ryan, Bill Ryberg and Foundation Directors Pat Shuman, Bob Draggoo, and Dotti Gallagher are scheduling a series of meetings with stakeholders to listen and learn about their priorities around potential expansion. Over the coming weeks, Tod will meet with small and large groups to hear from leaders in service organizations such as the Gig Harbor Chamber Board, the Key Peninsula community Council and Business Association, and the Peninsula School District. Janine will be reconvening the Gig Harbor Campus Advisory Committee to seek their input as well.

Under Engage Community, a planned project is to increase the visibility of the campus by improving the campus perimeter. This landscaping work will take place in phases.

Other updates included:

1. Technology:
 - iPad carts and iMacs are being used for film-making class. GHC is organizing a student film festival at the Galaxy Theater in Gig Harbor and there will be also be a fundraiser for the Bill Harrington Fund for Veterans.
 - Security Officer Brady Frederich will now be assisting with IT support.
2. An art reception was held for Dorothy McCuiston on October 23 with a good turnout thanks to Kendall Reid and Jeff Calkins. The show will go to December 10.
3. The second annual (and very popular) Student Astronomy Night and GHC's first family movie night are both on November 21 from 6:00-8:00.
4. The Legislative Sendoff will be held on January 10 for area legislators.

B. Pathway to Completion: Connection

Tod Treat, Executive Vice President of Academic and Student Affairs, introduced **Dolores Haugen**, Director of K-12 Partnerships and Student Conduct, who reported on Educational Talent Search (ETS). ETS is a federal TRIO program and its emphasis is to help First Generation and low income students succeed in secondary and postsecondary education. ETS helps about 500 students a year with a very small staff.

Support ETS offers:

- Assists counselors with career counseling with an internet-based program to help students plan their careers. Each 8th grader receives 8-10 hours of support from ETC in their career search.
- College visits with the students (students have even been taken to colleges outside of the state). Unfortunately, they aren't able to do as much this year because of the loss of 3% due to sequestration and because the Washington Student Achievement Council lost its college access grant funding. They now have to look for other funding opportunities.
- Connect with College Bound Scholarship students (low income students). There is a large number of students who qualify. ETS holds parent information sessions, provides workshops to help prepare students for SATs, and assists students in applying and being admitted to the college of their choice.
- Extracurricular activities (took students to Mt. St Helens and Pacific Science Center for STEM).
- Hold a class on how to take notes, use reasoning methods; an academically focused class to help them move on to postsecondary education.
- Offers Accuplacer to help students understand their level of ability in math.

C. Enrollment Report

Steve Ashpole, Director of Enrollment Services, provided a Fall 2013 enrollment report. Points he made included:

- We found more space for more students so were able to take in more. Over 100 new FTEs for the Spring quarter.
- In Fall quarter we thought we would level off, but we are up 1½%. Headcount is up by about 600, some of which is due to the Continuing Education impact.
- Since 2006 we have a total FTE growth change of 43%. (In the previous seven years (1999-2006) we had an FTE change of 5.5%.)
- Fresh Start has a 10% growth and Running Start keeps growing, currently at 8%.
- The redesign of the Computer Assisted Lab course has caused a one-quarter drop in enrollment.
- Enrollment growth appears to be leveling. Admissions applications are down 7% for winter quarter.
- TCC enrollment was 34% above our allocation last year which was the highest in the state.

D. External Trends

• **Three Looming Issues in Washington Higher Education**

Rep. Larry Seaquist was unable to attend so this report will be rescheduled.

• **Immigration**

This report has been postponed until the December meeting.

• **Employment Patterns in Pierce County**

Tod Treat complimented faculty and staff over the increase in enrollment. He stated that it shows that students choose TCC because of the quality of education it provides.

He discussed the employment patterns in Pierce County and presented federal data on earnings and unemployment rates by educational attainment. The data shows that education matters. What we know about our students is that when students have had access and take advantage of higher

education, wages and employment increase. Data on educational attainment shows that Pierce County exceeds the state average of Associate's Degree attainment, as does the data on those who receive some college but no degree. Tod stated that we can feel very good as a county. However, Bachelor's and graduate or professional degree attainment lags behind the state average. It shows that TCC needs to advance work around Bachelor's Degrees.

We continue year after year to see declines in unemployment rates. Tod provided a chart of the high demand nonfarm areas of employment. We are seeing an increase in programs that we serve well (education, financial, etc.). We are also seeing a growing movement in the professional/ technical areas and we are creating a process to add programs that fit well into our profile and are not duplicative of other local colleges.

- **K-12 Enrollment Projections – Peninsula School District**

Janine introduced Peninsula School District (PSD) Superintendent **Chuck Cuzzetto** and **Karen Andersen**, PSD Chief Financial Officer. Karen went over PSD's history of enrollment over the last several years. Enrollment peaked in 2005 but has since declined. Elementary schools continue to grow, middle schools remain flat, and high school enrollment has dropped mostly because students are exiting school early or are in Running Start. There was a significant increase in Running Start students in 2012-13. Of the 275 students registered in Running Start, 263 are coming to TCC.

Chuck mentioned that a challenge is managing enrollment bubbles (such as shown on the elementary enrollment chart by school level), especially since they don't all bubble in the same geographic location. Bubbles challenge their ability to project enrollment. He also mentioned that some areas are easier to project than others. For example, if a new apartment complex is built or torn down, it increases or decreases elementary school enrollment in that area. Final points made:

- Enrollment trends:
 - Decline continues, but leveling at elementary schools.
 - No consistent trends at schools.
 - Apartment complexes bring students.
 - October data is closer to the annual average than in the past.
 - There are large increases in the Running Start population.
- Future Projections
 - Elementary growth will flow into secondary levels.
 - Running Start participation has caused declines in high school enrollment.

VI. REPORTS

A. Administrative Report

President Transue mentioned the following:

1. On October 10 President Transue hosted her annual reception for faculty and retirees. There were over 100 people with Trustees Dunbar and Dennis in attendance.
2. President Transue and Trustee Dennis have begun meeting with legislators to discuss some of the issues we would like them to support in the upcoming legislative session in January.
3. The Scholarship Donor event was wonderful and well attended.
4. President Transue provided copies of an article about Statway that was published in the *National Journal*. Statway is the college-level statistics course for students who need to master high school algebra. The article includes an interview with one of our TCC Statway students, Arica Hawley, as well as some quotes from our Math instructor John Kellermeier.
5. President Transue provided copies of an article from the University of Puget Sound magazine *Arches* in which they write about the life of Ivonna Anderson who worked at TCC for 29 years as professor of biology and chemistry and Dean of Sciences and Math.
6. Dr. Transue noted upcoming events:
 - December 4 is the Multicultural Advisory Council breakfast.
 - December 5 is the Pierce County Coordinating Council legislative breakfast meeting at Pierce College.
 - December 12 is the holiday luncheon.

- B. Faculty Report- Dave Howard**, Faculty Union Representative,
- Dave thanked the Gig Harbor Campus for hosting the Board meeting.
 - He thanked President Transue for the reception she held at her home for faculty and retirees. He received a lot of positive feedback on it.
 - The cost of living increases were very much welcomed.
 - Jen Nagy gave a presentation to faculty on student life and student government and did a wonderful job.
 - Union election voting will close on Friday.
 - The passing of Mike Smith, Chair of our EMT program, was a great loss to TCC and the community and he will be greatly missed. Mike also had a great impact on emergency medical training nationwide. Dave asked that a brick be placed in Mike's honor in the campus commons.
- D. Classified Staff Report— Angie Wheeler**, Chair of the Classified Staff Council:
- The Council is working on plans for the Breakaway which they hope to hold at Cheney Stadium in conjunction with a Tacoma Rainiers game.
 - Based on feedback that Classified Staff would like more individualized training specific to their individual departments, the Council is working on developing training for staff.
 - A priority of the Council this year is community building by introducing new staff and explaining how departments work together.
- E. Associated Students Report – Jen Nagy**, Student Body President:
- There was a complaint about noise in the library. A committee met to deal with this issue. A poster was created that will be placed in the library and security increased.
 - There are currently eleven sanctioned clubs.
 - Jen reported on the successful student events held on campus and thanked Tod and Mary Chikwinya for judging Halloween costumes.
 - There are now 20 new voting Senators.
 - They will be presenting the feasibility study of the new wellness center next week and hope to have a vote on it soon.
 - Trustee Dennis invited the Student Senate to the legislative kickoff at the Gig Harbor Campus.
- F. TCC Foundation Report – Pat Shuman**, President of the Foundation:
- The Scholarship recognition dinner had a strong turnout and is a very important event.
 - Classified and Exempt Excellence awards are being reinstated and will be presented at the Holiday Luncheon. Foundation Director Phil Hill will chair the selection committee.
 - The Foundation is leading the Holiday Luncheon plans this year.
 - The second annual fundraising luncheon is being held on February 6. Foundation Director Mark Lindquist will be emceeding again. The goal is to raise \$60,000.

VII. PUBLIC COMMENTS/REMARKS

None.

VIII. EXECUTIVE SESSION

At 5:35 p.m. Chair Wright announced that the Board would adjourn into Executive Session for approximately 10 minutes for consultation with legal counsel regarding agency enforcement actions. No action was expected to be taken as a result of the Executive Session.

IX. At 5:46 p.m. the Board reconvened to open public meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:47 p.m.

Chad Wright, Chair