

**Tacoma Community College
Board of Trustees Regular Meeting
March 13, 2013, 2:00 p.m.
Building 12 ~ College Room**

MINUTES

Board Members

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

Administration/Faculty/Staff/Guests

Pamela Transue	Scott Marsh
Mary Chikwinya	Anne Shaw
Silvia Barajas	EJ Iglesias
Pat Shuman	Evelyn Tompkins
Dave Howard	Kelley Cadman
Rachel Payne	Nancy Novak
David Endicott	Pat Brown
Charlie Crawford	Val Robertson
Clint Steele	Steve Ashpole
Bill Ryberg	Kim Ward
Mary Skinner	Gail Watters
Brandi Eastman	Ken Fox
Ruth Ann Mikels	Amaya Fox
Jethro DeLisle	Katie Gulliford
Rachel Clark	Camille Lowman
Melissa Stoddard	Don Ramage
Krista Fox	Victoria Ichungwa
Monica Monk	Bob Schmitt
Jackie Gorman	Shawn Jennison
Beth Brooks	Mary Ann Brummond
Norma Lynn Edwards	Mary Fox
Onias Kaunda	Chun Hei (Felix) Tam
Mrs. Kaunda	Judy Colarusso
Cathie Bitz	Sean VanDommelen

I. CALL TO ORDER

Chair **Wright** called the meeting to order at 1:47 p.m.

II. Executive Session-Regarding Tenure

At 1:48 p.m. Chair **Wright** announced that the Board would adjourn into Executive Session for approximately two hours to interview third year tenure candidates and to discuss tenure issues. Action will be taken as a result of the session.

III. Board Action as a Result of Executive Session

At 4:01 p.m., the Board reconvened for open public meeting.

As a result of Executive Session, the following action was taken:

A. First Year Faculty Advancing to Second Year

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committees that the contracts for first-year faculty members **Bridgette Agpaoa-Ryder**, Human Services, **Sherry Cmiel**, Library, **Mary Dewine**, Transitional Studies, Developmental English, **Pattie Green**, Biology, **Kristen Harrison**, Biology, **Andrea Jarmon**, Paralegal, **Lisa Katon**, Nursing, **Matthew Mburu**, Accounting, **Rachelle McGill**, Transitional Studies, Developmental English, **Allison Muir**, Transitional Studies, Adult Basic Education, **Danielle Ritter**, Transitional Studies, Developmental English, **Cathy Tatham**, Health Information Management, and **Jeff Calkins**, English, be renewed for Academic Year 2013-14.

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of Mike Flodin, Dean for Math, Science and Engineering, that the full-time appointment for the 2013-14 academic year be renewed for faculty member **Jennifer Breckon**, at which time her probationary period will begin. Her tenure process will be extended by one year so she will come up for consideration for re-hire again in March of 2014.

B. Second Year Faculty Advancing to Third Year

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committees that contracts for second year faculty members **Shea Bower**, Sonography, **Heather Cushman**, Biology, and **Robert Larson**, Business, be renewed for Academic Year 2013-14.

C. Third Year Faculty Consideration

MOTION: Upon a motion by Board member **Ryan**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Jethro DeLisle** (Communication).

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Mary Fox** (Communication).

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Don Ramage** (English for Academic Purposes).

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Monica Monk** (English for Academic Purposes).

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Camille Lowman** (Respiratory).

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Mary Skinner** (Paraeducator).

Chair Wright expressed the Trustees' pride in the faculty members and he thanked the tenure committees for the time and dedication they put into the tenure process.

IV. General Matters

A. Changes/Approval of Agenda

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

B. Approval of Minutes for the February 4 Joint TPS/TCC Board meeting, the February 4 Board Retreat, and the February 20 Regular Meeting.

MOTION: Upon a motion by Board member **Ryan**, the board unanimously approved the minutes of the February 4 joint Tacoma Public Schools/Tacoma Community College Board meeting, the February 4 Board retreat, and the February 20 Regular Meeting.

C. Introductions

Kelley Cadman, Program Director of Institutional Research, introduced **Victoria Ichungwa**, newly hired Research Associate in Institutional Research.

Silvia Barajas, Vice President of Academic Services, introduced **Beth Brooks**, newly hired Director of Human Resources.

Mary Chikwinya, Vice President of Student Services, introduced **Onias Kaunda** and **Chun Hei (Felix) Tam**, our two students selected for the 2013 All Washington Academic Team. Onias and Felix briefly spoke about their backgrounds.

C. Correspondence – None.

D. Board Report

- Trustee Dunbar chaired the Multicultural Advisory Council (MAC) meeting on March 6 and stated that it had excellent attendance and was a very good meeting during which Meg Estep Woolf provided an outstanding report on Outreach.

- Trustee Dennis attended MAC as well. He had invited the Superintendent of Peninsula School District Chuck Cuzzetto and Dan Gregory, Academic Officer for Diversity. They will present at the June MAC meeting. Trustee Dennis also attended the Pierce County Coordinating Council meeting and the Legislative Task Force meeting.
- Trustee Whang attended the Veterans Recognition Ceremony. He stated that he also met with a TCC donor, and he is in discussions with ACCT regarding its national convention being held in Seattle. ACCT will be setting up caucuses for Hispanic, Asian-American and African American attendees. They are also asking colleges, one of which is TCC, to sponsor a reception for speakers.
- Trustee Wright attended the Art Committee meeting that included an introduction of the selected artist. The committee will see the proposal of the artwork in June. He also attended the Foundation Board meeting and members are working on the 2013 Wine Classic.

V. PRESENTATION

Student Voice

Val Robertson, Dean of Student Development and Director for the Center for Academic Support & Achievement (CASA), introduced student **Rachel Clark**. Rachel is a First Generation Scholar, editor of the *Student Challenge*, and is graduating this year. She briefly shared information on her background and stated that she has been pleasantly surprised at the atmosphere on the TCC campus with faculty and staff. She belongs to CASA and has received a great deal of help from them. She will be attending Central Washington University-Pierce County Campus and will be majoring in elementary education. **EJ Iglesias**, Student Body President, congratulated Rachel for her work on *The Challenge*.

VI. ACTION ITEMS

A. Approve: Faculty Professional Leave Requests

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the Faculty Professional Leave Requests of faculty members **Kyle Dillehay** for one quarter to be determined during academic year 2013-14, **Susan Donaldson** for Fall quarter 2013, and **John Falskow** for Fall quarter 2013.

B. Approve: Board Policy Changes

MOTION: Upon a motion by Board member **Dennis**, the Board unanimously approved the minor revisions to the Board policy manual.

C. Approve: C-Math Remodel/Training Space

MOTION: Upon a motion by Board member **Ryan**, the board unanimously approved the use of \$170,000 of excess enrollment revenue to create a C-Math and Training Center.

D. Approve: 2014-15 Instructional Calendar

MOTION: Upon a motion by Board member **Dunbar**, the board unanimously approved the 2014-15 Instructional Calendar.

E. Board Confirmation: Honorary Degree Recipients

MOTION: Upon a motion by Board member **Dunbar**, the Board confirmed Dr. Les Reid and Dr. Estelle Reid as our 2013 Honorary Degree recipients.

VII. NON-ACTION ITEMS

A. Pathway to Completion: Progression and Retention

Kelley Cadman, Program Director of Institutional Research, reported that retention fall to fall is currently measured by fall cohorts of students by their intent (transfer or workforce), both quarterly and annually. We have a strong and growing retention rate of transfer and Workforce students. Our transfer number is very solid and shows there is work being done to help students stay and continue their education. Workforce has an even more significant increase in retention of students. In the future, the SBCTC is adding a progression/retention point to the Student Achievement Initiative awarded to students who increase their achievement in the current year if they were enrolled the year before. At the request of Trustee Ryan, Kelley will assemble data on why students drop out from Fall quarter to Fall quarter.

For the past two years, we have seen an encouraging increase in progression and retention.

B. Legislative Report

President Transue reported that the Legislature is a little more than half way through the 105-day session. Legislators are working hard to get bills out of the "house of origin." Bills that are not approved and out of the house of origin by the end of today will die unless they appear later as "necessary to implement the budget – NTIB."

On March 15 the State Caseload forecasts will be out for the number of people on DSHS assistance expected in the 2013-15 biennium. March 20 is the date everyone is waiting for – the next revenue forecast. Legislators will use these numbers to determine funds available to develop balanced capital and operating budgets. It is important to remember that they began the session with a predicted (Nov. forecast) \$900 million revenue shortfall plus funding of about \$1 billion needed to meet the requirements of the full funding of basic education (McCleary Supreme Court Decision) for K-12 schools.

Presidents/Chancellor of Pierce County Colleges are very active lately. They met this past month to present our Legislative Agenda to the Pierce County and Tacoma City Councils. Our Legislative Task Force is active tracking issues and asking employees to get involved by contacting their legislators. Students are actively working on issues of concern.

On March 22 we will hold a Pierce County two-year college legislative luncheon for our legislators – we'll have students and trustees speaking – and Trustee Dennis will attend and represent the trustees. Dan Small is taking the lead on the event and he is also working on a meeting with the *Tribune* editorial board.

We are tracking a number of bills and making our concerns/comments known. They deal with financial aid, early registration for Veterans, prior learning credit for Veterans, increment funding and many others topics.

VIII. REPORTS

1. Administrative Report

President Transue mentioned the following:

- The President hosted a pizza lunch with Foundation staff, Marketing, Conference Services and others who have been so instrumental in making our events successful. She thanked them for all the extra work they put in and their great attitudes in making sure our guests feel welcomed and cared for. The College appreciates the fine work they do.
- President Transue is chairing the search committee for the Executive Vice President for Academic and Student Affairs. We have retained the services of ACCT Executive Search to help us in the recruitment process. We anticipate inviting the final candidates to campus April 8, 9 and 10th and the President invited the Trustees to participate.
- As a result of the February combined meeting of the TCC Board of Trustees and the Tacoma School District Board and Superintendent, the TPS/TCC College Readiness Project has been created to develop competency-based agreements between the two entities. On February 25 the TPS/TCC College Readiness committee met to discuss the project and develop next steps and define tasks in the formation of a summer institute. The charge of the institute will be to work on an implementation plan that will be submitted to the TCC president and TPS superintendent and then presented at a meeting of the two boards on October 16. The meeting is scheduled for 8:00-10:00 am and will be hosted by Tacoma Public Schools.
- The MAC meeting on March 6 had one of the highest turnouts we've had in a long time. Trustee Dunbar chaired the meeting. Special guests included Tacoma Public Schools Deputy Superintendent Josh Garcia, Peninsula School District Superintendent Chuck Cuzzetto and Dan Gregory, Peninsula Academic Officer for K-12 programs. We hope to have them back at our June 5 meeting to discuss what messages they would like TCC and our MAC community members to convey about the many programs they are offering to help students succeed. Meg Estep Woolf impressed the Council with a detailed report on all the activities and student support strategies of Outreach. Steve Smith, Executive Director of College Success Foundation (CSF) Tacoma, gave an interesting report on CSF and the Tacoma Success Network, and Bill Ryberg and Christopher Algeo (Foundation Director) provided information on the Foundation and scholarships.
- PCCC met for its quarterly breakfast on March 7. The agenda included information and discussion on our legislative strategies.
- The American Council on Education (ACE) conference in Washington, DC was excellent. Judy Colarusso prepared a presentation that she and President Transue gave to the National

Association of Presidents' Assistants in Higher Education (NAPAHE) on how to be the perfect "Radar O'Reilly." President Transue stated that the attendees received some very good information.

- TCC's Phi Theta Kappa (PTK) Chi Gamma Chapter hosted an All-Regional Conference this month with about 125 members coming in from 57 chapters in Montana, Idaho, Washington, Alaska and Canada. Tomas Ramos, Group Advisor and Regional Coordinator for the Greater Northwest Region, announced at that conference that, with their recently completed "Honors in Action" project, TCC's Chi Gamma Chapter achieved five-star status from the national Phi Theta Kappa organization. President Transue applauded the efforts of Tomas, Advisor Mary Fox, and PTK officers. She also provided copies of the article that was in *The Bulletin* which explained their project in greater detail.

2. Faculty Report—Dave Howard, Faculty Union Representative:

- Dave remarked that the recognition for TCC's Mary Fox and Tomas Ramos for their work with Phi Theta Kappa is well deserved.
- He expressed his appreciation for the tenure process and the quality of the faculty up for tenure. He offered his congratulations to the faculty and remarked that they put their heart and soul into their jobs, making a positive change in the world. He thanked the Board for approving the candidates.

3. Classified Staff Report— Evelyn Tompkins, Chair of the Classified Staff Council:

- No report.

4. Associated Students Report – EJ Iglesias, Student Body President, reported:

- The Students are in the process of planning Spring quarter.
- EJ congratulated PTK and stated that the Student Government is very proud of them. PTK is another way to outreach to students, the campus, and the community.
- He provided a flyer with details on the Pow Wow being held on April 27.
- Alexandra Rose has been working hard to keep students involved in our legislative efforts.

5. TCC Foundation Report – Pat Shuman, President of the Foundation:

- The Foundation has begun its 2013 "Meet the President" house parties that the Foundation started last year to inform friends and local businesses about TCC and its value to the community. The first party this year will be co-hosted on March 14 by Foundation Directors Dr. Sandra Reilley and Dr. Barry Weled. Most of the more than 20 guests will be physicians who are interested in TCC's health education. The April house party will be held at the Gig Harbor Campus, and Trustees Dennis and Ryan will be working with Executive Director Janine Mott to develop the guest list. Foundation Director Dorothy Lewis will be hosting a party in May.
- Plans have begun for The Tacoma Wine Classic on May 18, and Pat asked Trustees to consider sponsoring a table. Trustee Ryan has contributed wonderful wines and she would like others to help procure auction items with the focus being on wine (wines, travel experiences, etc.) This year Owen Smith Winery is creating a wine with a TCC label that will be available.

IX. PUBLIC COMMENT/REMARKS

Steve Ashpole, Director of Enrollment/Entry Services and Registrar, reported on a meeting in Gig Harbor with attendees from the Peninsula School District, community members, the Parks Department, and others. An environmental scan is being completed so they can redo their strategic plan. Steve shared with them what TCC is doing with the Tacoma School District in reference to our outreach activities, assessment testing, college in high school, and Fresh Start. Bates President Ron Langrell attended as well.

X. EXECUTIVE SESSION

At 5:20 p.m. Chair Wright announced that the Board would adjourn into Executive Session for approximately five minutes for consultation with legal counsel regarding agency enforcement actions. No action was expected to be taken as a result of the Executive Session.

At 5:27 p.m. the Board reconvened to open public meeting.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:28 p.m.

Chad Wright, Chair