

**Tacoma Community College  
Board of Trustees Special Meeting  
August 21, 2014, 9:30 a.m.  
Building 12 – Board Room**

**MINUTES**

**Board Members**

Chad Wright  
Liz Dunbar  
Gretchen Adams  
Don Dennis  
Bob Ryan

**Administrators/Staff/Others**

Silvia Barajas	Dave Howard
Cathie Bitz	Pat Shuman
Colleen Warren, AAG	Valerie Morgan-Krick
Dale Coleman	Sharon Winters
Carroll Ferguson	Christyanna Dawson
Mary DeWine	Beau Jackson
Kelley Sadler	Bill Ryberg
Victoria Ichungwa	Jaleel Brown
Laura Saunders	Sean VanDommelen
Judy Colarusso	

**I. Call to Order**

Chair **Wright** called the meeting to order at 9:35 a.m.

**II. Approve: Draft Process and Timeline for Presidential Search**

ACCT has begun the process of posting the job opening. Discussion was held on the aggressiveness of the timeline and the importance of discipline in adhering to it. The question was posed about whether or not there would be an interim president if a qualified candidate is not found during this timeframe, and Trustee Dunbar stated that we know we will attract top candidates, but there are contingency plans if we don't have someone in place by late November.

A suggestion was made that, with the assistance of ACCT, Trustee Ryan meet with potential candidates when he attends the ACCT conference in October.

It was requested that the timeline be changed to add the possibility of a Special Board meeting in early September to approve the names of the Search Committee should it be decided not to wait for the regular meeting on Sept. 10.

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the Process and Timeline for the Presidential Search with the addition of a possible Special Meeting in early September to approve the names of the Search Committee.

**III. Approve: Posting Draft Presidential Profile**

Recruitment has begun with a draft job description, but it is important to develop a profile of the presidential position that includes challenges and opportunities. A draft profile has been developed as a framework for the campus and community forums, and the Subcommittee recommends that the Board approve the draft. Open public forums will be held the week of September 15 to solicit information for the development of this profile, and the final product will be brought to the Board for review and approval at a Special Meeting on September 22. Discussion was held on the importance of the President's involvement with the community, and it was agreed that it should be placed higher on the list of characteristics and competencies.

**MOTION:** Upon a motion by Board member **Ryan**, the Board unanimously approved posting the draft Presidential Profile as amended to place community involvement higher on the list of characteristics and competencies.

**IV. Approve: Chair of Search Committee**

**MOTION:** Upon a motion by Board member **Dunbar**, the Board unanimously approved the recommendation of the Subcommittee that Trustee Bob Ryan be the Chair of the Presidential Search Committee.

V. **Approve: Criteria and Composition of Search Committee**

**MOTION:** Upon a motion by Trustee **Dunbar**, the Board unanimously delegated authority to the Chair of the Search Committee to recruit and recommend to the Board names of search committee candidates from the campus and the community that meet the following criteria:

- a. Insure that all internal and external constituents, including the governing board are represented,
- b. Diversity in gender, ethnicity, geographic interest,
- c. At a minimum include the following representatives:

- 2 Trustees
- 1 Student Representative
- 2 Faculty Representatives
- 2 Classified Staff Representatives
- 1 Exempt Staff Representative
- 2 Community Members
- 1 Foundation Representative

At this time, discussion went back to the previously approved timeline, and a conversation was held on the need for more timing flexibility for the Search Committee Chair and members.

**MOTION:** Upon a motion by Trustee **Ryan**, the Board unanimously agreed to rescind the earlier approval of the Process and Timeline for the Presidential Search.

**MOTION:** Upon a motion by Trustee **Dunbar**, the Board unanimously approved the Process and Timeline for the Presidential Search with an amendment that gives authority to the Search Committee to modify the timeline as necessary.

VI. **Public Comment**

None.

VII. **Adjournment**

There being no further business, the meeting adjourned at 10:11 a.m.

---

Chad Wright, Board Chair