



**Board of Trustees Regular Meeting  
Roberts Campus Center Board Room I-202**

**May 20, 2014  
7:30 a.m.**

## **MINUTES**

### **1. CALL TO ORDER**

The meeting was called to order at 7:32 a.m. by Board Chair, Trustee Cathy McAbee. A quorum was established. Trustee McAbee led the flag salute.

### **2. ADOPTION OF MINUTES**

A. Trustee McAbee asked for corrections and/or additions to the following minutes:

**April 15, 2014 Regular Meeting  
April 29, 2014 Special Meeting**

*Trustee Unti introduced a motion to approve the April 15, 2014 and April 29, 2014 meeting minutes as presented. Trustee Page seconded, and the motion carried.*

### **3. ACTION ITEMS**

#### **A. *Associated Student Leadership Budget***

Director of Student Programs and Engagement, Jessica Supinski shared the hard work that Student Leadership has been doing since January. With the advice and support of the executive cabinet the Student Leadership Budget is presented today for your approval. As Ms. Supinski prepared the trustees for the budget presentation, she asked them to think about the budget proposal as the hopes and dreams of student leadership in number form. A short video was displayed that centered on the work of Student Government and their accomplishments this past year. Students were present and each stood to announce one thing they learned as being a part of Student Leadership. Ms. Supinski closed stating that we were very proud of these students and their work. On the horizon for next year will be additional travel, funding for the Textbook Access Program (TAP) and the Emergency Fund Assistance Program; both were pilots this year that now have permanent line items in the budget. The trustees praised Ms. Supinski and students for their amazing success, and thanked them for their good stewardship of funds.

*Trustee Palmer introduced a motion to approve the Student Leadership Budget proposal as presented. Trustee Unti seconded, and the motion carried.*

#### 4. COMMUNICATIONS

**A. Correspondence** Trustee McAbee reviewed correspondence and published articles.

**B. General Information** President Hanson shared information with the trustees that the Senate Higher Education Committee will be touring three colleges on October 7, 2014; to include Renton Technical College. It would be great if some of the Board members would be available.

President Hanson also informed trustees that thanks to Trustee Page, King County Council Member, Dave Upthegrove as agreed to be our Commencement speaker at this year's Commencement Ceremony.

**C. Comments from the Audience** Mr. Don Jacobson, former Board member was present in the audience, and commented on the job well done by Student Leadership and thanked President Hanson for his dedication to the College.

**D. Human Resources Report** The written report included personnel activity for the month of May, 2014. There were no comments or questions.

**E. Foundation Report** The written report was submitted. There were no comments or questions. Trustee Palmer added that Foundation Director, Heather Winfrey was doing a great job growing the Foundation.

**F. Communications and Marketing** Ms. Kendra Smith, Communications and Marketing Director was present to provide a quarterly report. Ms. Smith shared a presentation that included the marketing and outreach efforts for 2013-14. We have been fluid in advertising; using radio, television, billboards, bus ads, and social media, with peaks in website traffic. The progression of the new website was shared. We are currently working on finalizing content, and are on target to launch soon. We will take possession of the site on June 15, 2014 from the vendor and will move forward on changes, working with departments. Style guides will be created to include word count/space available. Trustees questioned the hosting and security aspects, and complimented the action shots of students. The site looks great!

#### 5. DISCUSSION/REPORTS

**A. Renton Federation of Teachers** RFT President, De Etta Burrell informed trustees that they are working to prepare for elections in June. The negotiations survey uncovered concerns about workload in Nursing. Contract language is not acceptable to the Nursing Accreditation; meetings will continue with Vice President Kenney on workload. The workload ratio (over 30 hours per week) is the reason we have never been accredited through Accreditation Commission for Education in Nursing (ACEN). Many facilities will not take

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student interns without the accreditation. This is an employability issue. We may also need to relook at the Tenure process/committees and make it more uniform with other colleges. Ms. Burrell also commented that sometimes a change in leadership can bring insecurities, concerns and additional stress to campus.

**B. Board of Trustees**

**1) Faculty Advancements** Board Chair McAbee informed fellow trustees that tenure notebooks are available to take away from today's meeting. Action will be taken at the Board meeting on June 17, 2014.

**2) TACTC Spring Conference** Trustee Page provided a written report from the TACTC conference held in Yakima, May 15-16, 2014. There were some excellent presentations shared by other colleges:

- 5-Year Plan ABE/transition (is a system wide issue)
  - Contextualizing programs to offer new opportunities using IDEA, language acquisition and other development.
  - Partnership models – Wenatchee Valley has worked with Bridgeport High School; using a college in the high school program to elevate Math and English; everyone in the class will be going on to post-secondary education. This type of program breaks down the barriers between high school and college.
  - Tenure Track involvement was shared from Pierce College. The question is do we have a robust tenure process in place that meets board expectations. It is highly recommended that Boards get fully engaged in the materials and not just accept the recommendation moving forward. Ultimately the trustees need to feel confident about the process. Trustee Page highly encouraged fellow trustees to read the materials in the notebooks. President Hanson suggested a Tenure Process presentation could be done at the Board retreat in August.
- Legislative Advocacy The primary focus for the coming year is funding for the Student Achievement Initiative (SAI) and a path forward for staff salary increases. It was noted that it has been six years since any general salary increases were given and the recent compensation survey shows a growing gap between Washington schools and their peers in other states.
  - Legislative Action Committee Many trustees who testified or otherwise assisted during the last session were thanked for their involvement. It was suggested that leaders within the CTC system provide collective support to important candidates. SBCTC will be creating two Legislative Session Internship positions this year.
  - Business Meeting New officers were elected for the coming year; Trustee Page is the President-Elect. The 2014-15 budget was adopted; \$141,410, a \$7,900 decreases from the previous year.

Executive Director, Marty Brown reviewed system accomplishments and challenges in the coming legislative session. Marcie Maxwell presented the Governor's objectives for

the next year. Trustee Page is very impressed with the TACTC Board and encouraged trustees to attend all meetings. Fellow trustees congratulated Trustee Page on his election to President-Elect and his interest and involvement on the TACTC Board.

- 3) Board of Trustees Budget** Vice President Merrell shared the proposed budget for 2014-15. Normally the budget is prepared by planning for all regular meetings plus six additional meetings. The upcoming year will include an increase of six additional events, to allow for work needed on the President Search. If additional funding is needed, we will use reserves. No action is necessary; the trustee's budget will be included in the total budget when presented for approval in June.

**C. President's Report**

- 1) WACTC President's Report** President Hanson informed trustees that the Presidents met in Walla Walla for the WACTC meeting April 24-25, 2014.

- The Capital committee has recommended ten (10) projects for the 2015-17 legislative session; Colleges had a second design submission that went through a scoring criteria, and resulted in a successful process. Colleges with second design projects will move to the head of the list for 2017-19; leaving only three open spaces for that biennium. There is high regard for this approach, and colleges are spending money to work with consultants for presenting projects.
- The Operation Budget presentation by the State Board staff revealed that inflation is at 94.6 percent; we are still committed to the same targets as before. We will need to be more efficient for our students.
- Of the majority of adults in our state (between 18 and 44), sixty four percent (64%) have less than an AA degree, and twelve percent (12%) did not graduate from high school. There is a huge population out there that we can serve.
- The discussion included conversation about strategies but compensation needs to be a priority. The general feeling is that there is no leadership in the legislation to fund compensation increases.
- As reported in April, the Allocation and Accountability Task Force has taken Dennis Jones suggestions and worked them into the funding model. The presentation will be shared at the WACTC retreat in July. Some presidents are concerned about the weighting on SAI.
- A special meeting was held with Technical College Presidents in April at Bellingham Technical College. The primary reason to meet was on a Department of Labor (DOL) Grant, but Presidents shared their concerns about funding. President Hanson will represent the Technical College Presidents and meet with Marty Brown at the end of the month. We cannot continue to maintain high cost programs without additional funding; the current model includes no differential for high cost programs. Many colleges are still over-enrolled and they too are working to get additional funding. Increasingly we are here to rain students to get jobs, and we need to have funding to

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support that. The DOL Grant discussed with be a partnership; Everett will be the lead, partnering with Edmonds, Lake Washington, Bellingham Technical and RTC. We are also looking at partnering with Bellevue on an additional Grant.

**D. Administration and Finance**

- 1) **Operating Funds Budget Status Report** As a regular report to the Board of Trustees, Vice President Merrell provided information on the revenues and expenditures for the period ending March 31, 2014.

**6. MEETINGS**

The next special meeting will be held on May 22, 2014, at 7:00 a.m. in the Board Room. The next regular meeting of the Board of Trustees will be held on June 17, 2014.

**7. EXECUTIVE SESSION**

At 9:25 a.m. Board Chair McAbee called for an executive session, for fifteen (15) minutes to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. At 9:40 a.m. the executive session was extended an additional fifteen (15) minutes. At 9:55 a.m. the Board returned to regular session.

**8. ACTION**

There was no action taken as a result of the executive session.

**9. ADJOURNMENT**

*It was moved by Trustee McAbee to adjourn the Board of Trustees' meeting at 9:55 a.m. Motion carried.*

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CATHY MCABEE, Chair  
Board of Trustees

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STEVEN J. HANSON, President  
Board of Trustees