

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
July 20, 2021 – 8:30 am
Zoom

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Present: Board Chair, Glenn Johnson; Vice-Chair, Mike Wilson; Trustee Steve Yoshihara; Trustee Kiantha Duncan; Trustee Beth Thew and Chancellor Christine Johnson.

Also in attendance were Kevin Brockbank; Kimberlee Messina; Greg Stevens; Valerie Senatore; Lisa Hjaltalin; Carolyn Casey; Amy McCoy; Rick Sparks; John Gillette, Bobbi Woodral; Jim Brady, Jenni Martin, Keith Sayles, Carla Naccarato-Sinclair, Anna Brown, Emily Yates and Frances MacDonald-Davis (recorder.)

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

The Board of Trustees of Washington State Community College District 17 held a regular meeting on Tuesday, July 20, 2021. Trustee Johnson called the meeting to order at 8:30 a.m. followed by the Pledge of Allegiance, reading of the Native American Land Acknowledgement Statement and roll call. It was announced that the meeting was open to the public.

PUBLIC COMMENT

One public comment was submitted for the July 20, 2021 Board of Trustees meeting. During the public comment portion of the meeting, the person was not present on zoom and did not make a comment during the allotted time period of 8:30 a.m. to 9:00 a.m.

INTRODUCTIONS AND OPEN MICROPHONE

CONSENT AGENDA

Being no objections, the consent agenda was entered into the record. Topics include the following:

- a. Board Minutes 06/15/2021

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- b. CCS Administrative Procedure 8.00.01-C Social Media Governance – Carolyn Casey
- c. Tuition Revenue and Operating Expenses Report - Lisa Hjaltalin
- d. Capital Projects Status – John Gillette
- e. Head Start Updates – Bobbi Woodral

Trustee Beth Thew inquired if any Head Start grants are in jeopardy due to low enrollment as a result of the pandemic. Director, Bobbi Woodral stated provisions and flexibilities were offered by the Office of Head Start to allow for under enrollment. However, these flexibilities are reducing and barring any COVID-19 provisions put in place by the Department of Health or other local guidance, the Office of Head Start does expect programs to be fully enrolled by January 2022.

Trustee Mike Wilson asked what impacts Bobbi Woodral sees on enrollment as a result of the changes to the tax credit for childcare to cash distribution on childcare.

Bobbi explained the distribution is not counted in our income eligibility formula for Head Start, and the additional funding will not be an impact. It is excluded from the total income per family during eligibility screening.

Trustee Johnson stated his appreciation in the development of CCS Administrative Procedure 8.00.01-C Social Media Governance, and asked Carolyn Casey, Chief Institutional Advancement and External Affairs Officer, to highlight key elements of the procedure.

Carolyn extended her appreciation to the number of people who worked to refine this procedure and to ensure the procedure did not interfere with academic freedom for our faculty members who use social media in their teaching. Carolyn stated detailed attention was given to legal aspects during procedure development, including definitions, differentiation between use as a college representative versus private citizen use. Carolyn mentioned, the team received really good feedback from our student government advisors, and she learned that some of our student government organizations do have the right to participate in lobbying and political action on their social media accounts.

Trustee Johnson asked Chief Financial Officer, Lisa Hjaltalin to highlight tuition revenue and operating expenses. Lisa indicated operating expenditures went down between May and June. Expenses previously covered by state dollars were covered by Federal HERC funding, thus allowing for additional operating expenses to be charged to state operating budget and resulting in carry forward dollars. June reporting numbers are preliminary and

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year-end close will not occur until July 23rd, and it is expected that there will be additional movement of funds to utilize all of the state dollars.

Trustee Thew extended her compliments on the great job Lisa has done in forecasting the budget.

Trustee Glen Johnson made a motion to approve the consent agenda. Trustee Thew moved, and Trustee Yoshihara seconded the motion. Motion approved unanimously.

CHANCELLOR'S REPORT

Chancellor Christine Johnson shared with the trustees, CCS's continued and amazing work, and relationship development with the regional tribes. CCS had invited the members of the Kalispell tribe and key leaders to visit our campuses and in turn invited CCS leaders to spend a half a day with to tour and see their impressive hotel and casino operations and discuss workforce development partnership opportunities. An area of concern to both Kalispel and other tribes is around health care, and how to promote and assist student members of the tribe in health education attainment. Dr. Johnson provided an overview future endeavors to support tribal students, health education partnership conversations with WSU and the need to assist tribal students with post education assimilation to work and support tribal communities and families.

Dr. Johnson announced, CCS had been working within the statewide system with the governor's initiative, and CCS will become a mandatory vaccination campus, allowing for provisional exemptions. CCS will communicate this decision with all employees. Dr. Johnson commended Chief Compliance Officer, Amy McCoy, her team, and the Faculties team on the work they have done to ensure the proper protocols are in place and maintain clean and safe campus facilities. Dr. Johnson expressed confidence about the year ahead, but also noted the colleges have other challenges that must be addressed, including low student enrollment, budgetary impacts, and further pandemic impacts.

Dr. Johnson acknowledged Greg Stevens and his outstanding work and leadership is supporting CCS's new strategic plan. Trustees will have an opportunity later in this meeting to review and approve the strategic plan. Dr. Johnson extended her appreciation and gratitude to all employees, leadership in their work this past year.

Trustee Them mentioned consideration of the **Inchelium** Community Center when scheduling future board meetings at the rural sites. Trustee Thew outlined many of the community center features, technology, and center amenities available to the community.

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the community. I just was going to comment. I have been to the TELUS spills site, and when we talked about, you know, possibly visiting and Julian.

Trustee Wilson asked if CCS is looking at a hybrid approach to classes where student can participate in instruction both in person and remotely via technology such as Zoom.

Dr. Johnson confirmed the colleges have very strong hybrid programs, a very robust and high-quality e learning department. SFCC President, Dr. Kimberlee Messina added that SFCC has much more online and hybrid courses due to program flexibility. What SFCC found from student satisfaction surveys, faculty surveys, scheduling and enrollment patterns, is that for the Fall, there is a real preference for a blend of hybrid, online and in person courses. SCC President, Dr. Kevin Brockbank stated SCC has a long history of hybrid and online instruction and it has worked well, but where college leadership is watching carefully is the pandemic forced online instruction, but is this modality meeting the wants and needs of the students, especially those students we did not retain during the pandemic. Dr. Brockbank stated it is a very dynamic process right now working with faculty deans and vice presidents in modality scheduling course demand and trying to figure out what the highest weight, what the best way for us to boost enrollment is through that process.

AHE President, Carla Naccarato-Sinclair mentioned that synchronous learning was very beneficial and a lot of college departments like it and found it very productive and will consider continue use.

Trustee Wilson expressed his appreciation as in the midst of the pandemic the colleges remained student focused and adapted very well.

Trustee Duncan asked if the colleges considered what might happen with the information, we are now receiving from the CDC about the new Delta variant and how that may impact the colleges. Dr. Johnson confirmed the colleges are keeping informed and meet on a regular basis with other colleges statewide and monitor the CDC and Regional Health Directors reports and continue to be prepared. The colleges have existing protocols in place and can react quickly as needed. Chief Compliance Officer, Amy McCoy mentioned the need for the community to get vaccinated to curtail the infection rate.

A brief conversation following regarding the impending announcement of CCS's decision to become a mandatory vaccination campus and the methodology for announcements to student and staff, attestation requirements, provisional exemptions and pop-up vaccination clinics being available to students.

STRATEGIC PLAN UPDATE

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Chief Strategy and Administration Officer, Greg Stevens presented the final recommendation for Community Colleges of Spokane Strategic Plan for the four-year period of 2021 through 2025 for board approval.

Trustee Wilson extended his appreciation for the hard work put into the development of the strategic plan, Greg's hard work and commented on the excellent result.

Trustee Glen Johnson made a motion to approve the strategic plan. Trustee Thew moved, and Trustee Wilson seconded the motion. The strategic plan was approved unanimously.

LOCAL FUND ENCUMBERANCE APPROVAL

SCC President, Dr. Kevin Brockbank, reviewed a list of projects previously shared with the Board of Trustees in January 2021 for informational review and basis of approval to proceed based on the fact that these are local funds and point towards a \$16.2 million that SEC has available as part of the Washington State Department of Transportation settlement and adjustments to be made on camps.

Dr. Brockbank noted funding between the projects may fluctuate to account for inflation unfavorable bids etc. and as a result of the incredible high cost of materials and construction demand.

Trustee Thew asked for clarification about the Washington State Department of Transportation settlement allocation. Dr. Brockbank review the allocation of funds, the complexity of project costing affected by workforce availability, project competition, and material costs. Dr. Brockbank will provide regular updates to the board.

Trustee Glen Johnson made a motion to approve the Local Fund Encumbrance. All in favor, motion was approved unanimously.

SFCC PRESIDENT'S REPORT

SFCC President, Dr. Kimberlee Messina provided an overview of campus planning activities, discussed the rearranging in terms of scheduling with the potential of rearranging based on the changes with the vaccinated campus status, and how in person classes will likely look very different than anticipated.

The college is continuing our work on professional development preparation and training with regards to guided pathways and equity, diversity and inclusion. The college has hired six classified staff curriculum advisors that will form part of pathways teams. SFCC has six pathways identified, the teams will include a lead counselor, the curriculum advisor and the faculty advisors, and will be supervised by the Dean of the pathway. The teams will support students and faculty through every step in the process to make sure students are

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getting the best advice possible to select a pathway, to ensure that students have the resources they need to stay on their pathway, and to be able to help the student complete.

Trustee Thew inquired about pathways training and helping a student stay on track or transition if the student finds another area of interest. Dr. Messina clarified that if students change their area of interest, but within a similar field, the student would still be on track due to the similar track courses, however, if the student changes the field completely, they may have to take additional courses for that pathway.

SCC PRESIDENT'S REPORT

SCC President, Dr. Kevin Brockbank shared with the board, work SCC faculty have produced this past year through peer accountability work of the Teaching and Learning Center and the teaching and learning committee. Dr. Brockbank mentioned this will be expanded upon during the next SCC celebrating student success presentation. He talked the work that the committee produced and in developing faculty core practices this year. The group is led by Angela Rasmussen and a group of really other really dedicated faculty members who understand that peer accountability may develop these core practices, under the purpose of fostering a culture of teaching and learning that support student success to communicate high priority professional development skills to all faculty to support individual goal setting and reflection to promote strategies for continuous improvement of equity minded instruction and the use of educational technology approaches.

Dr. Brockbank provided a brief update on the North South Freeway construction activities taking place on campus. Dr. Brockbank extended his appreciation to John Gillette, Clint Brown and Greg Stevens for their support of him with this major construction undertaking occurring during Dr. Brockbank's presidency.

AHE PRESIDENT REPORT

Carla Naccarato-Sinclair, AHE President extended a comment of appreciation to the presidents for the presence and focus of such detailed work and collaboration. On the whole, guided pathways results, because as you know, the legislature awarded \$30 million to community colleges statewide for the purpose of implementing guided pathways. Carla stated we're very mindful that that's a very good investment the state made, and that the expectation is that we will have results because every college got money to implement guided pathways, and it's very appropriate that you as trustees are asking us these questions, and that the state as a whole will want to know so what happened. Though it's dedicated money to guided pathways and the whole purpose is to as the presence of describe is to make sure that students get through a clear path to where their end goal is, have some career or certificate or degree or transfer, but that we've made progress and so part of what I'll be doing is kind of checking on this progress on a regular basis, you know, with the presence of part of their work and then I'm going to ask that they do reports to you, because as you're interesting meetings or statewide meetings or others I fully expect the legislature and also what happened.

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EXECUTIVE SESSION

At 10:00 a.m. Chairman Johnson announced that the Board would convene in executive session under RCW 42.30.110(1) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. It was announced that the session would begin 10:00 a.m. p.m. and would last approximately 1 hour.

At 10:49 a.m. it was announced that the executive session would be extended 30 minutes. The executive session under RCW 42.30.110 ended at 11:18 a.m.

Trustee Johnson announced the return to the public session of the Community College Trustees, and entered a motion, and moved by Trustee Thew, that the CCS Board of Trustees approved the reinstatement of the 1.9% stipend for the 2021-2022 year for the chancellor. Trustee Duncan seconded the motion. The motion passed unanimously.

ADJOURNMENT

Being no further business, Trustee Johnson called the meeting to adjourn at 11:19 a.m. Motion passed unanimously.