

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
February 15, 2022 – 8:30 am
Zoom Only

Present: Board Chair, Glenn Johnson; Vice-Chair, Mike Wilson; Trustee Beth Thew; Trustee Steve Yoshihara. Also in attendance were Kevin Brockbank, Kimberlee Messina, Emily Yates, Christine Johnson, Cathy Wells, Licett Garbe, Kathy Shearer, Carolyn Casey, Lisa Hjaltalin, Amy McCoy, Bobbi Woodral, Brenda Martinson, Carla Naccarato-Sinclair, Christina Momono, Christine Burge, David Williams, Ducati Sanchidrian, Glen Cosby, Greg Stevens, Jackie Franklin, Jim Brady, John Gillette, Katella DeBolt, Lori Hunt, Parleen Kaur, Patrick McEachern.

CELEBRATING STUDENT SUCCESS

Kathy Shearer, Director, SFCC Disability Access Services, shared a presentation on SFCC Disability Access Services Moving Forward. Spokane Falls Community College has a long history of service to students with disabilities. The Disability Support Services office was established in the late 1970's and has provided access and accommodation for more than forty years. Last year, the physical office location moved to a first-floor office space for increased access. The office was previously located on the second floor of Building 17 and was only accessible via a single elevator. When the elevator was down, students who use mobility devices were unable to come for services. In addition, the department name was changed from Disability Support Services to Disability Access Services. The change was sparked by evolution in the disability community identity over time and puts emphasis on accessibility. Accessibility focuses on adjustments that reduce barriers and increase inclusion, belonging, and participation. Higher Education research consistently reflects that belonging and inclusion are vital to student retention, persistence, and completion. Disability Access Services provide services in keeping with our campus communities, including Pullman Campus, course offerings, and organizational cultures.

The SFCC Disability Access Services Department is responsible for supporting students, faculty and staff with accommodations and accessibility for persons with disabilities. Traditional DAS work focuses on accommodation, which is making a change necessary to make a course available to a student with a disability. For example, extended time to take a test or an accessible version of a textbook. On the other end of the inclusion continuum rests Accessible Universal Design, where a classroom is well prepared for all learners and the need for modifications through accommodation would be needed less frequently. This report provided an overview of an exciting new collaboration between Disability Access Services (DAS) and the Center for Engaged Teaching and Learning

(CETL) that creates a space for focused dialogue and movement toward the equity found in the Accessible Universal Design arena. There were no further questions by Trustees or attendees. Trustees thanked Kathy for the informative presentation.

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, February 15, 2022. Trustee Johnson called the meeting to order at 8:42 a.m. followed by the Pledge of Allegiance and roll call. It was announced that the meeting was open to the public. Individuals interested in addressing the Board were encouraged to speak up during the public comment section.

Land Acknowledgement read by Board Chair, Trustee Johnson

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

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

- a. Minutes of the December 14, 2021, Regular Meeting
- b. Capital Projects Status - John Gillette
- c. Budget and Expenditures - Lisa Hjaltalin
- d. Head Start Updates - Bobbi Woodral
- e. CCS Administrative Procedures
 - 2.00.01-B – Training & Development – Greg Stevens
 - 2.30.01-D – Title IX – Employees – Amy McCoy
 - 8.00.01-B – Official Email – Carolyn Casey

REPORTS AND REMARKS

Lisa Hjaltalin, Chief Financial and Risk Officer, shared an update on the Budget and Expenditures report. Trustee Wilson had a few questions regarding the percentage of expenditures of the District Budget to Lisa Hjaltalin as well as the low enrollment numbers and dollars to Head Start. District Director Bobbi Woodral explained the specific issues they face with having an unvaccinated population and the large increase in COVID cases with Omicron but assured the board that they are sitting at full funding. Trustee Wilson also had further questions regarding Administrative Procedure 2.00.01-B on Training and Development. Dr. Johnson and Greg Stevens elaborated on the CCS Leadership Development Program and an intro cultural Leadership Program for faculty, staff, and administrators as well as the training programs around diversity, equity, inclusion, and anti-racism training. There was a thorough discussion on Title IX as well as employee development and training.

CHANCELLOR REPORT

Chancellor Christine Johnson thanked the Chairman and members of the board and announced Licett Garbe's last day in the office is today. Dr. Johnson shared an update on the WACTC policy and legislative priorities, in particular the Governor's budget proposal. Dr. Johnson also shared the new initiative that Innovia Foundation is rolling out called Launch NW and how CCS will be collaborating and involved on that project as well as laying out areas of concern to ensure benefit to CCS students.

2021-25 CCS Strategic Plan: Priority Objectives, Targets and Key Performance Indicators (KPIs) for Strategic Priorities "Operational Excellence" and "Employee Success and Excellence" Presentation

Greg Stevens, chief Strategy and Administration Officer, shared the current CCS strategic plan was approved July 2021. Over that summer, work sessions were conducted to develop strategic objectives for each priority. These sessions included an All Administrators Meeting in July and two half-day Cabinet work sessions in August. Priority elements were identified, objectives were set for each element, targets were proposed based upon trend analysis and KPIs were identified for each objective. Tentative projects have also been identified that, successfully completed, are anticipated to help CCS achieve these objectives by June 30, 2025. At the Board's January work session, staff reviewed the objectives/targets for the "Student Success" priority. Today staff reviewed the objectives/targets for the "Operational Excellence" and "Employee Success and Excellence" priorities. Greg Stevens, Chief Strategy and Administration Officer, presented the above and had a thorough discussion with Board members regarding to recruitment, development, retention, and accountability.

Tenure Alert

Greg Stevens, Chief Strategy and Administration Officer, shared the tenure alert as well as the March 15th date that the Board will need to approve or deny tenure.

North Spokane Corridor WSDOT Funds Update

President Brockbank and John Gillette shared an update with the board on the Washington Department of Transportation North Spokane Corridor funds as well as the bid details. Spokane Community College is continuing to move forward with the planning, design, and construction of infrastructure projects on the Greene Street campus to adjust for the construction of the North Spokane Corridor. Included in the presentation is an update on the current and anticipated expenditures of the local funds provided through the sale of SCC property to WSDOT. The presentation highlighted the expenditures and projects that have been completed and the progress on the projects that are currently underway. Adjustments to this expenditures sheet since the last presentation were also explained, and the impact of those changes on future projects were discussed.

PRESIDENTS' REPORT

SFCC President, Dr. Kimberlee Messina, highlighted the Guided Pathways project from her report. President Messina shared how at the last faculty forum faculty they had the opportunity to attend break out rooms with their dean and department chairs to share their experiences teaching during a pandemic, their challenges, and their innovations to support this new teaching environment.

SCC President, Dr. Kevin Brockbank, highlighted the long-term goals of Guided Pathways as well as the Book it Back Campaign which generated student success through elimination of library fines. President Brockbank also shared the success the ABE/ESL/PACE/SEER Program Development has had on the enhancement of the learning process through continuous improvement and development.

ASSOCIATION FOR HIGHER EDUCATION (AHE)/FACULTY REPORTS

AHE

Carla Naccarato-Sinclair, AHE President, shared an update on the faculty senate and their responses and feedback to what fuels them to work at CCS. Carla also shared a quick update on legislative bills to be on the lookout that she is closely following. The Faculty Senate also wanted to congratulate Dr. Johnson on her recent announcement of her retirement. Carla shared a resolution was passed unanimously by the Faculty Senate to the Board of Trustees recommending that the board embarks on the immediate search for the next Chancellor for CCS. There was an amendment added encouraging the District and the Board wait to hire other district level leadership administrators until the permanent Chancellor has been selected and is in the position. Chair Johnson assured Carla that they will have faculty and staff representation on the search committee.

Faculty

Ms. Katie Satake, SCC faculty representative, reported that in nursing, faculty member Melody Gartrell has created “puzzle room” activities for our students in the lab classes. These activities require the students to use nursing knowledge and clinical judgment to answer a group of questions, each correct answer giving access to the next questions. At the end of the activity the students have demonstrated to themselves, each other, and their instructor that the students have achieved “The Key to Clinical Competency” for the topic covered with the “Puzzle Room”. Each group receives a small metallic key to symbolize the success of the activity. It stretches their critical thinking and demonstrates the success that comes from working in a positive group format. It was an excellent idea and she created it in a manner that is educational, interactive, and fun for the students. Our faculty members, Methea Sapp (Science) and Amy Anderson (Communications), are participating in a program called COIL. The Collaborative Online International Learning (COIL) initiative is being led by Green River College and funded by an Increase and Diversify Education Abroad for U.S. Students (IDEAS) capacity building grant. Twelve American faculty participants have

been selected and paired with an international faculty partner. This cohort will spend spring quarter attending trainings and workshops on Cultural Competency Pedagogy and then transition to working in pairs to create and embed high-quality, accessible virtual exchange components into credit-based courses, with a goal of teaching their COIL course together in the 2022-23 academic year. Methea Sapp's ecology course (Bio221) has been paired with a business strategy and technology course and her collegiate counterpart is from Brazil. Amy Anderson's counterpart is also from Brazil, and they will be pairing Amy's Intercultural Communications class with a class around global leadership, multiculturalism, and international skills. This is a great project for our faculty and our students. Stacy Kowtko felt like her traditional office hours were not as productive or helpful as they could be. Last Fall Quarter, she came up with a novel strategy for making Zoom office hours more approachable and accessible for students, and less time-consuming for her. She talked about her "Professor Pop-Up" strategy, and how it's worked for her so far! Here is the link to her talk on YouTube: https://www.youtube.com/watch?v=CYc_LDp6lZk&t=30s

Ms. Christina Momono, SCC faculty representative for extension sites, shared how Linda Buff, an ABE /College Prep Instructor mentioned a pleasant success. One of her College Prep Students is a single dad with four boys and is quite busy to say the least. He is going to attend college and is filling out his FAFSA now. Due to him taking courses and pursuing his education his oldest son who is in high school has also decided to go to college. They are both filling out FAFSAs currently. Education is contagious and her instructional leadership and compassion have helped forge a way for not only her student but the next generation as well. Anna Gamble, an ABE/GED/HS+ Instructor who teaches at the Adult Education Center on Monroe has been working with a student that has completed the High School Plus Program and is the first person in her family to do so. The student has three kids and is contemplating taking photography classes. The student wrote to Anna saying, "It feels amazing. Thank you so much for all the help and support. I appreciate all of you. Thank you." Anna's dedication and patience to help her students with these accomplishments are life changing.

Ms. Katella DeBolt, SFCC faculty representative, shared a report on the work that Asa Bradley, Physics, and her colleagues are achieving. Katella also shared how Jared Anthony shared "25 faculty, staff, and administrators from across the district are participating in six equity-minded book clubs this quarter sponsored by the SFCC Center for Engaged Teaching and Learning (CETL). 38 CCS colleagues attended the first session, "What is Equity?".

WASHINGTON FEDERATION OF STATE EMPLOYEES (WFSE)/STAFF REPORTS

WFSE

Ms. Brenda Martinson, SCC classified staff and WFSE representative, shared that they have done all the lobbying that they have wanted to do and will continue to monitor any updates.

Staff

Ms. Christine Burge, SCC classified representative, prepared a testimonial in advance of today's meeting with the conversations this morning around inclusive hiring practices and employee retention. She originally attended the Search Advocate training offered in 2018 facilitated Anne Gillies from OHSU and recently attended a refresher conducted by CCS. In her role as a Search Advocate, she witnessed significant growth in the engagement and responsibility of classified staff colleagues in conducting this essential work over the last four plus years, across all of SCC, in part, a result of Dr. Brockbank's directive that, in 2021, all SCC screening committee chairs receive this training. Over the past two years, as not only committee chairs but many others who participate in screening committee activities have attended Search Advocate trainings, observed screening committee dialog evolve from a general open-mindedness toward equity and inclusion in our hiring practices to become a more team-initiated, mindful and strategic use of effective tools to challenge biased thinking as we actively create and cultivate the opportunity for anyone who sees a place for themselves at SCC to participate in our screening process. She shared how she looks forward to this continued improvement.

STUDENT GOVERNMENT REPORTS

Spokane Community College (SCC): **Ms. Ducati Sanchidrian** shared how ASG has been working with the CCS Health clinic to contribute money to the mental health side of the clinic to ensure students are receiving appropriate support and resources. She also shared that they have been working with the district marketing team to get their official logo complete. Overall, as an organization they are working on improving their operating policies and structure, noting that they have filled five out of the six Senate positions at ASG. The officers are traveling to off campus SCC centers as much as possible. Ducati shares how happy they are that the campus S&A and Tech fee committees have begun to meet and wants to thank everyone who's worked so hard to make this possible.

BOARD REPORT

EXECUTIVE SESSION

Chair Johnson broke for Executive Session at 10:50am and concluded at 11:21 am.
No action was taken.

POTENTIAL ACTION GENERATED FROM EXECUTIVE SESSION

No action was taken.

ADJOURNMENT

Being no further business, the meeting adjourned at 11:21 am.