

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES WORK SESSION SPOKANE COMMUNITY COLLEGE

Present: Trustee Mike Wilson, Trustee Todd Woodard, Trustee Anna Franklin, Trustee Glenn Johnson, Trustee Steve Yoshihara. Also present: Kevin Brockbank, Kimberlee Messina, Jenni Martin, Greg Stevens, Linda McDermott, Amy McCoy, Lori Hunt, Carolyn Casey, Grace Leaf, Alison Cooley, Nichole Hanna, Beverly Daily, Carrie Culver, Bobbi Woodral, Breanne Riley (recording secretary).

Excused: Ward Kaplan, Abigail Affholter, Katie Satake, Christina Momono, Katella DeBolt, Austin Dehlin, Vishal Pathirana

Guests: Kallie Kohl and Katrina Gardner

Power of Head Start and Parent Partnership, Ms. Bobbi Woodral introduced guests Ms. Kallie Kohl and Ms. Katrina Gardner. Ms. Kohl gave a brief overview her and her daughters history while enrolled in Head Start. Ms. Gardner gave a brief statement of her history and her children's history while enrolled in Head Start. Trustee Wilson noted that the guests were incredible leaders and wanted to ensure that the staff at Head Start will be informed of the positive effect that Head Start has on the community. Ms. Amy McCoy thanked the guests for sharing their stories. Trustee Yoshihara thanked the guests for their courage in sharing their stories and noted that Head Start is changing the destiny of families and lives.

CALL TO ORDER AND ROLL CALL

The Board of Trustees of Washington State Community College District 17 held a special meeting at Spokane Community College, on Tuesday, April 16, 2024. Chair Mike Wilson called the meeting to order at 8:48am. Trustee Wilson asked if there were any members of the public present at the work session meeting, to which there were none. The Native Land Acknowledgement was given by Trustee Wilson.

CONSENT AGENDA

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

- a. Capital Projects – Ms. Nichole Hanna
- b. Budget & Expenditures – Dr. Linda McDermott
- c. FY23 Audit Reports – Dr. Linda McDermott

d. Head Start Updates – Ms. Bobbi Woodral

Trustee Wilson noted that the Head Strat self-evaluation was very thorough. Dr. Linda McDermott introduced Ms. Tiffany Henderson from the Purchasing office and thanked her for all her hard work. The motion to approve the consent agenda was so moved by Trustee Yoshihara, seconded by Trustee Johnson, and approved unanimously by the Board.

SCC and SFCC Guided Pathways, Dr. Jenni Martin and Dr. Kimberlee Messina gave a report on the Guided Pathways outcomes from both SCC and SFCC. Dr. Martin shared the percentage earning of 15 college-level credits in the first year. Dr. Messina then shared the percentage earning of 30 college-level credits in the first year and Dr. Martin share the percentage earning of 45 college-level credits in the first year. Dr. Messina reviewed the percentage of college-level math and English in the first year. Percentage of fall to second fall retention was reviewed as well as percentage with completion in the second and third year.

Financial Aid, Dr. Kevin Brockbank and Ms. Carolyn Casey, Dr. Brockbank reviewed the financial aid status for CCS students and the delay of financial aid distribution. Ms. Carolyn Casey reviewed the updated process of financial aid disbursement. There is a concern that summer financial aid will not be disbursed prior to the summer quarter. There has been discussion on how the delayed disbursement will affect the students and how the CCS staff can help students. Ms. Casey reviewed the efforts that CCS has made to assist with FAFSA for students. Ms. Alison Cooley reviewed the rate of application completion this year compared to last year and the concerns of students with the application. Dr. Brockbank shared that emergency funding has been called on for the summer students and that there will be a motion made later in the meeting to approve funds for assisting students with the delayed financial aid. Trustee Wilson asked for clarification of front funding to students due to the FAFSA allocation being delayed. Ms. Beverly Daily asked to expedite the messaging to faculty in an effort to communicate the changes with students as soon as possible.

BREAK

Trustee Wilson reconvened the meeting at 10:00am

Budget Planning Workshop, Dr. Linda McDermott, gave the presentation of the budget development for FY2024-2025. Dr. McDermott reported on the FY2023 financial review and update and the statement of net position as of June 30th, 2023. Dr. McDermott then reviewed the FY23 revenue and expenditures. Dr. McDermott reviewed the cash and investment balances as of June 30, 2023, and reserves and stabilization fund. Trustee Wilson brought forth the motion as follows: the Board of Trustees directs the administration to review policy 5.20.04 Reserves and related

procedures, to establish a Stabilization Fund, and to define the level of reserves, appropriate use of funds, oversight, and reporting requirements. Initial review at the May 21, 2024, Board meeting is recommended. The motion was so moved by Trustee Johnson, seconded by Trustee Franklin, to which Trustee Wilson opened the motion for discussion. An amendment to the motion was requested as a result of the discussion. The motion was amended as follows: the Board authorizes a one-time use of up to \$4.75 million in unincumbered funds for the purpose of distributing aid to students for 2024 summer quarter. The distribution will be in an effort to prevent a decrease in student enrollment and student hardships for 2024 summer quarter. The funds would potentially be recovered through the awarding of FAFSA aid and CCS will recover those funds as much as possible. There will be a progress report at the May 21, 2024, Board of Trustee meeting. The motion was so moved by Trustee Franklin, seconded by Trustee Woodard, and approved unanimously by the Board.

Dr. McDermott then reviewed the initial operating budget planning assumptions, FTE enrollments of state supported and Running Start by college, and initial operating budget planning assumptions. Budget planning priorities and the initial operating allocation were then reviewed. Dr. Brockbank reviewed the operating budget strategic investment pool and the operating budget strategic investment pool expenses. Dr. McDermott noted that the remainder of the presentation will be brought forth before the Board at the May meeting.

Trustee Yoshihara shared that Trustee Wilson will be honored May 9th with the Spokane Icon Award.

Executive Session

Trustee Wilson announced that the Board will convene in executive session under RCW 42.30.110(1) for the following purposes: to receive and evaluate complaints or charge brought against a public officer or employee and to discuss with legal counsel representing the agency matters relating to agency enforcement actions or, litigation or potential litigation. Executive session will begin at 11:40am and last for approximately 20 minutes. The executive session under RCW 42.30.110 ended at 11:55am.

Adjournment

Being no further business, the meeting adjourned at am11:55am.