

**Minutes of the Board of Trustees Meeting**  
**Washington State Community College District 17**  
**Regular Meeting**  
**December 17, 2024**  
**8:30am**  
**Spokane Falls Community College**  
**In Person and Zoom Option**

**Present:** Trustee Todd Woodard, Trustee Glenn Johnson, Trustee Steve Yoshihara. Also present: Kevin Brockbank, Kimberlee Messina, Patrick Tanner, Linda McDermott, Fred Davis, Lori Hunt, Nichole Hanna, Melanie Rose, Abigail Affholter, Jim Mohr, Patrick McEachern, Jaclyn Jacot, Bobbi Woodral, Julie Parks, Alison Cooley, Bonnie Glantz, Ward Kaplan, Lexii Locke, Beverly Daily, Brenda Schreiber, Mark Rabon, Carrie Culver, Breanne Riley (recording secretary).

**Excused:** Anna Franklin, Jenni Martin, Grace Leaf, Katella DeBolt, Katie Satake, Christina MitmaMomono, Austin Dehlin

**Call to Order**

The Board of Trustees of Washington State Community College District 17 held a regular meeting on Tuesday, December 17, 2024. Trustee Woodard called the meeting to order at 8:35am. This was 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. The Native Land Acknowledgement was given by Trustee Woodard.

**Title IX WAC Public Hearing**

**Mr. Patrick McEachern** stated that the public hearing for Spokane College's proposal to amend Chapter 132Q-10 WAC standard of conduct for students will be facilitated and he would serve as the presiding officer. Mr. McEachern reviewed the proposed changes to the chapter. The hearing was then opened to any public comments, to which there were none. The motion to approve was so moved by Trustee Johnson, seconded by Trustee Yoshihara, and approved unanimously by the Board.

**SFCC Celebrating Student Success**

**Ms. Brenda Schreiber** gave a brief introductory of the Gateway to College program. Mr. Matthew Rabon reviewed the history of the Gateway to College program at SFCC. Ms. Schreiber reviewed the services that are offered within the program. Mr. Rabon explained the lifestyle of a gateway student. Ms. Brenda Schreiber shared the story of a former student and his journey with the program, he now has successfully completed

the program, graduated from SFCC, and is currently applying for jobs at Spokane Colleges. Trustee Woodard requested to be invited to the next Gateway to College graduation and then stated that the program is changing lives. Trustee Yoshihara asked what the ages are of the students enrolled in the program. Trustee Johnson asked how the Gateway to College programs serve the rural areas in the Spokane Colleges region. Ms. Beverly Daily inquired about those in the program being enrolled in college level courses. Trustee Woodard asked if there was a breakdown of the degrees pursued within the program and if the program was able to accept referrals. Trustee Johnson asked if the students were counseled in terms of the trades and potential income earned after certification is attained. Trustee Yoshihara asked if the program was offered at SCC or if it was exclusive to SFCC. Trustee Woodard asked if students were tracked after they completed the program. Ms. Schreiber shared student stories in the program and how the program has changed their lives. Trustee Woodard thanked Ms. Schreiber and Mr. Rabon for the work that they do.

### **PUBLIC COMMENT**

There was no public comment.

### **CONSENT AGENDA**

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

- a. Minutes of the November 12, 2024 Regular Meeting
- b. Capital Projects Status – Ms. Nichole Hanna
- c. Budget and Expenditures – Dr. Linda McDermott
- d. Head Start Updates – Ms. Bobbi Woodral

Trustee Woodard noted that former Trustee Mike Wilson was not in attendance at the November 12 Board meeting and asked that the minutes be amended to reflect the correct attendees. Trustee Johnson asked if Spokane Colleges would qualify for any state funds with the new HVAC equipment that was being installed. Trustee Woodard asked if Spokane Colleges was working with Avista for any grants. The motion to approve the amended consent agenda was so moved by Trustee Johnson, seconded by Trustee Yoshihara, and approved unanimously by the Board.

### **Board of Trustees 2025 Committee Assignments**

Trustee Woodard noted that the District Finance and Legislative Advisory Committee is now the Budget Planning Advisory Committee. Dr. Brockbank shared that he is filling the Board members assignment on the Head Start policy council until the new Trustee is assigned, then the new Trustee will be the primary for the Head Start

council. The motion to approve the committee assignments was so moved by Trustee Johnson, approved by Trustee Yoshihara, and approved unanimously by the Board.

### **Human Resources Update**

**Mr. Fred Davis** reviewed the talent management goals for Spokane Colleges. Trustee Yoshihara asked what the Cande Award was and Trustee Woodard asked who organized the award. Mr. Davis then reviewed the focuses on career development, recognition, pay and benefits, leadership and planning, relationship with supervisors, and communication. Mr. Davis explained the Human Resources focus timeline. The current recruiting process was reviewed as well as the new recruiting processes. Mr. Davis then reviewed the expected outcomes and priorities from the new recruiting process. Mr. Davis presented a call to action from fellow Spokane Colleges team members. Trustee Woodard asked what the current retention rate at Spokane Colleges was. Trustee Yoshihara asked how the diversity rate was amongst employees and new hires. Trustee Johnson asked if the final interviews for candidates were held in person or via Zoom. Trustee Woodard then asked if the job posting platforms were tracked.

### **Budget and Planning Update**

**Dr. Linda McDermott** explained the logistics of the budget overview to the Board. Dr. McDermott reviewed the FY25 budget planning priorities as well as the revenue and expenses summary. Trustee Yoshihara asked if Spokane Colleges would hit the initial budget. The summary of expenditures by type and the summary by colleges and department/operating units were then reviewed for the Board. Dr. McDermott reviewed the combined state funded enrollment budget as well as the combined forecasted Running Start enrollment. The FY2025-26 initial budget planning, higher education within the state operating budget, and the 2023-25 biennial budget for state funding of higher education were reviewed. Dr. McDermott then explained the draft FY2025-26 planning and guidelines. The annual budget and planning cycle was reviewed followed by the next steps for FY 2025-26 planning. Trustee Woodard expressed his appreciation to Dr. McDermott and her team.

### **BREAK**

**The meeting was reconvened at 10:40a**

### **Chancellor's Report**

**Dr. Kevin Brockbank, Chancellor** thanked district cabinet for their resilience and recognized particularly the new cabinet members and what they have brought to the group. Dr. Brockbank then thanked the administrators and executives for their work as well as faculty for their work with the students. Dr. Brockbank thanked the staff at Spokane Colleges for the contributions. The Riverpoint building is in the process of being sold to Spokane Public Schools and the proceeds of the building will go to the

Spokane Colleges Foundation. The Hoodie Project is working with Spokane Colleges and all the 5<sup>th</sup> grade students at Roosevelt Elementary will receive hoodies with the new logo. The Great PNW is going to cobrand with Spokane Colleges and there will be a certain number of items cobranded between them. The Trent Homeless Shelter near the SCC campus has been closed and SCC is already seeing the benefits of it closing. An ECAP classroom will be opened at SFCC for 15 students, and Spokane Colleges is trying to allow staff and students to have access to the new class. Enrollments are on the rise and that is a reflection of the good work that is happening at the colleges. Dr. Lori Hunt announced that Dr. Naomi Bender will fill the new Tribal Relations role.

### **President's Report**

**Mr. Patrick Tanner for Dr. Jenni Martin, President of SCC** reported that enrollment is up 10% and some programs have reached pre-pandemic enrollment levels. Mr. Tanner reviewed the diversity population rates and that they are also up. The Guided Pathways taskforce is working on mandatory orientation and mandatory advising and what that could and should look like in the near future. Mr. Tanner reviewed new surveys that will be given to potential students who did not finish enrollment and former students that did not return to SCC. A campaign was launched in November to 244 prospective students for the practical nursing program and that resulted in 26 applicants. Mr. Tanner reviewed the international recruiting efforts at SCC.

**Dr. Kimberlee Messina, President of SFCC** reported that enrollment is up by 8% and SFCC credits the enrollment raise to Guided Pathways. Mr. McEachern shared that both colleges are collaborating to develop a pilot for non-payment processes. Ms. Bonnie Glantz shared that the business articulation agreement with EWU has been finalized and this makes it much easier for students to transfer and avoid losing credits.

### **AHE Report**

**Ms. Beverly Daily** expressed her gratitude to faculty and they have wrapped up their fall quarter and are looking forward to their winter break. Faculty contract negotiations are almost complete and AHE is looking forward to coming to an agreement with salary negotiations and the completion of the bargaining cycle.

### **WFSE/Classified Staff Report**

**Mr. Ward Kaplan** shared that the union has been lobbying for higher pay in hopes to retain employees at Spokane Colleges.

**Ms. Alison Cooley** reported that classified staff are working on getting the campus ready for the winter quarter.

### **Student Government Report**

**Ms. Lexii Locke** reported that two ASG staff members were at the ribbon cutting ceremony for the new building at SFCC and that was very exciting. World Kindness Day was with Trustee Franklin, Dr. Brockbank, and Ms. Riley where they interacted with students as well as filmed the Gen Z TikTok video. 100 households were served through the Farmers Market at SFCC in November. The Numerica Ice Rink was reserved for students and they were able to bring a plus one and have some fun prior to finals. Outreach and Educational program reported that all of the tags for the Tree of Sharing were taken and there were extra presents given as well so all children were able to get a present. There were 403 attendees at the Thanksgiving meal that was served for free for students and staff at SFCC. There will be a recruiting effort for ASG in the winter in an effort to start the process early for the next year for ASG staff. Ms. Locke also shared that a grant for a contraceptive vending machine was approved and it will be installed at the campus. ASG will also be working to start an anti-hazing committee.

### **Board Report**

Trustees Woodard wished all attendees an enjoyable holiday season. Trustee Johnson shared that the new security cameras caught a potential criminal on campus and he was very pleased with that. Trustee Johnson also shared that he was pleased with the one drop date for potential students and he thanked the colleges for doing so.

### **Executive Session**

The Board will convene in executive session under RCW 42.30.110(1) and the executive session will last for approximately 60 minutes.

### **Potential Action Generated from Executive Session**

No action was taken.

### **Adjournment**

Being no further business, the meeting adjourned at 12:27 pm.