

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
February 18, 2025
8:30am
Spokane Falls Community College
In Person and Zoom Option

Present: Trustee Todd Woodard, Chair, Trustee Anna Franklin, Trustee Glenn Johnson, Trustee Steve Yoshihara. Also present: Chancellor Kevin Brockbank, President Jenni Martin, President Kimberlee Messina, Chief of Staff and Strategy Lori Hunt, Chief Human Resources Officer Fred Davis, Chief General Services Officer Nichole Hana, Chief Financial Officer Linda McDermott, Chief Institutional Advancement & External Affairs Officer Melanie Rose, Vice President of Learning Bonnie Glantz, Vice President of Instruction Jaclyn Jacot, Vice President of Workforce Development Julie Parks, District Director of Head Start/ECEAP Bobbi Woodral, Director of Learning Support Kathy Albin, CRM Manager Lori Greenwood, CRM Manager Karen Kelly, Dean of Professional Studies, Library, and Workforce Education Chris Pelchat, Basic Needs Navigator Zack Reiber, CRM System Administrator Erin Mitchell, AHE President Beverly Daily, SCC ASG President Taneisha Takyuka, SFCC ASG President Lexii Locke, Attorney General Carrie Culver, Executive Assistant to the Chancellor and Board of Trustees Breanne Riley (recording secretary)

Excused: Director of Tribal Relations Naomi Bender, SCC Faculty Representative Christina MitmaMomono, SFCC Faculty Representative Jason Nix, WFSE Representative Ward Kaplan, SCC Classified Representative Abigail Affholter

Tenure Faculty Introduction

Instructor Nat Wall introduced themselves and reviewed their personal and professional history at SFCC.

SFCC Celebrating Student Success

Chris Pelchat introduced himself and his colleagues Kathy Albin and Zack Reiber and reviewed their roles within the program. Chris Pelchat gave a brief overview of the history of the program and Kathy Albin reviewed the 7-grant funded programs within the workforce transitions program. The basic needs program and the benefits of the program were reviewed for the Board. Zack Reiber reviewed the referrals that come in for the basic needs program and the average amount of referrals per quarter. The community and state engagement with students was then reviewed as well as campus resources. Todd Woodard stated that the program and the work that is done in the

program is one of the reasons why Spokane Colleges is so important. Todd Woodard then asked if the student's progression is followed after they complete the program. Anna Franklin asked if the total impact for the students served are monitored and tracked and if the data is collected. Anna Franklin then asked how the Trustees can support the program. Todd Woodard remarked on the holistic approach of the program and asked if there was involvement with the medical schools at the other local higher education institutions. Todd Woodard asked if the 7 grants in the program are state, federal, or a combination of both. Todd Woodard then asked if there was an annual report that was conducted as well as if a summary of the report was offered to the Board of Trustees for review.

Call to Order

The Board of Trustees of Washington State Community College District 17 held a regular meeting on Tuesday, February 18, 2025. Todd Woodard called the meeting to order at 9:04am. 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 Anna Franklin.

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 January 21, 2025, Regular Meeting
- b. Capital Projects Status – Nichole Hanna
- c. Budget and Expenditures – Linda McDermott
- d. Head Start Updates – Bobbi Woodral

Glenn Johnson asked for an update on the Lodge renovation. The motion to approve the consent agenda was so moved by Trustee Yoshihara, seconded by Trustee Franklin, and approved unanimously by the Board.

Keep Washington Working Policy Update

Lori Hunt gave a brief overview of the Keep Washington Working Policy and how it relates to Spokane Colleges. Fred Davis reviewed the protocols for in person requests and virtual/telephone requests for all front-line employees and supervisors. Beverly Daily asked if the district had a plan for faculty that do not have telephones or other means of communication in their classrooms.

Immigration Rights and Non-Discrimination Policy

Lori Hunt reviewed the Immigration Rights and Non-Discrimination Policy for the Board of Trustees. Kevin Brockbank reviewed the importance of this policy for staff on campuses should there be an arrest that takes place. Lori Hunt asked that the Board approve policy 3.20.02. The motion to approve was so moved by Trustee Johnson, seconded by Trustee Yoshihara and approved unanimously by the Board.

Executive Session

The Board will convene in executive session under RCW 42.30.110(1) and the executive session to consider the minimum price of real estate that will be offered for sale or lease, to receive and evaluate complaints or charges brought against a public officer or employee, and to plan or adopt the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or review the proposals made in the negotiations or proceedings while in progress.

Executive session will last for approximately 35 minutes and is anticipated to end at 10:00am.

Executive session ended at 10:00am.

Potential Action Generate from Executive Session

No action was taken.

The meeting was reconvened at 10:05am. It was noted that Todd Woodard had to leave the meeting early and Anna Franklin would be the acting Chair.

CRM Project Update

Erin Mitchell introduced the CRM team to the Board of Trustees. The purpose of the CRM was reviewed as well as the scope of the CRM for the strategic plan. The implementation review was explained in how it related to recruitment, custom data reporting, and retention. Erin Mitchell shared who the work group and the implementation team were as well as their duties. Governance and project management of the CRM project was shared. The usage at SCC and SFCC has been increasing at both colleges in comparison to next year. The impact across the enrollment funnel from inquiry to enrollment was reviewed to the Board. Lori Greenwood reviewed the impact of the CRM at SCC, including campus tours and winter enrollment. Karen Kelly reviewed the impact case study at SFCC in how the CRM has revolutionized online applications. Erin Mitchell reviewed the selective/competitive entry program applications that have been launched as well as the communication planning and execution for recruitment and retention. Anna Franklin asked if there was capacity in the CRM program to have an area to track and communicate with the

Spokane Colleges workforce partners. Kevin Brockbank acknowledged the hard work that Erin Mitchell and her team has done with the CRM implementation. Steve Yoshihara asked at what capacity in the CRM the team is currently at.

Chancellor's Report

Kevin Brockbank, Chancellor reviewed the letter regarding civil rights from the United States Department of Education and how that applies to Spokane Colleges and their students. Kevin Brockbank reviewed the comments from Governor Ferguson that were made in his response to the attacks on the state of Washington and how that will affect Spokane Colleges funding. Anna Franklin attended the ACCT Legislative Conference in Washington DC and explained the DEI strategic meetings and how different colleges in different states are navigating the new DEI policies implemented by the federal legislation. The ACCT DEI committee name has been changed to the ACCT Impact and Success Committee. Discussion ensued.

President's Report

Jenni Martin, President of SCC highlighted that Guided Pathways has been very focused at SCC and all the different ways to enter SCC. It has been discovered that the standard orientation does not work for all incoming students and SCC has decided to focus on transfer/undecided students who may need additional support with their orientation and advising. Steve Yoshihara asked about the rate of enrollment and if enrollment was at pre-covid levels yet.

Kimberlee Messina, President of SFCC shared that enrollment is up by approximately 10% for the winter quarter and 9% for the fall quarter. SFCC enrollment is not up to pre-covid levels, but they are closing the gap. Kevin Brockbank reviewed that prior to covid enrollment was decreasing at a 2-3% rate yearly and the enrollment raise is a positive thing. Glenn Johnson stated that communication of enrollment increase at Spokane Colleges should be shared throughout the community. SFCC partnered with Boise State with a federal grant that has been put on hold while the federal funding is decided upon on a national level. Guided Pathways at SFCC has focused on transfer students and there is a new dean that is bringing the efforts that have been done and put into one concentrated area.

AHE Report

Beverly Daily shared that faculty is excited that the negotiation process is completed. The lobby day in Olympia went very well and Spokane Colleges was able to speak numerous legislators regarding funding. Secondary trauma and stress have affected the faculty due to student stress and AHE is working to provide resources to avoid staff departing from the teaching field. Faculty will be at Rogers High School for senior night to help students with FAFSA forms and college applications. SCC faculty member Amy

Anderson was honored as WA's 2023-2024 CTC Educator of the Year.

Katie Satake reported that SCC hosted a poetry slam where 3rd graders from Stevens Elementary School participated in the event and it was a great success. Amy Anderson also has a new publication in the Faculty Focus. Austin White has been taking many opportunities to increase outreach in the Pharmacy Tech program. Liz Roewe has been working to open a writing center at SCC and has been successful in that. The Cosmetology program participated in the Homeless Connect event in downtown Spokane and they gave 197 free haircuts to members of the community.

WFSE/Classified Staff Report

Alison Cooley thanked facilities department for taking care of the campus with the snowstorm. Classified staff has been eager what will be happening in higher education.

Student Government Report

Taneisha Takyuka, SCC ASG President, introduced herself as this was her first meeting as the SCC ASG president. ASG is working on having red cards in multiple languages to be printed out for students so that they may have access to their rights on campus. ASG is also working on making their hiring process more efficient for students. There will be a reading night where snacks and drinks will be provided for students while they have time to read in a safe and quiet space. The ASG constitution and bylaws will be uploaded to the website for easier access.

Lexii Locke, SFCC ASG President, reported that the Senator Social has been completed and that was to help with advertising for ASG staff for next year. There will be a carnival for Spring quarter with a dunk tank and a petting zoo. The bus pass fee will continue to be null and void for students in the next year.

Board Report

Anna Franklin attended the ACT Hill Climb in Olympia and she enjoyed working with the students at the Hill Climb. The ACCT Legislative Summit in Washington DC was also attended by Anna Franklin and she found it interesting to hear on a national level how colleges are affected and that she feels lucky to be in the state of Washington. Next year Anna Franklin would like to have students from Spokane Colleges attend the ACCT Legislative Conference with the Chancellor and Trustees.

Adjournment

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