

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

Present: Trustee Todd Woodard, Trustee Anna Franklin, Trustee Glenn Johnson, Trustee Steve Yoshihara. Also present: Chancellor Kevin Brockbank, SCC President Jenni Martin, SFCC Interim President Patrick McEachern, Chief Human Resource Officer Fred Davis, Chief General Services Officer Nichole Hanna, Chief Financial Officer Linda McDermott, Chief Institutional Advancement & External Affairs Officer Melanie Rose, SFCC Vice President of Learning Bonnie Glantz, SCC Vice President of Instruction Jaclyn Jacot, SFCC Interim Vice President of Student Affairs Jim Mohr, SCC Vice President of Student Services Patrick Tanner, Director of Tribal Relations Naomi Bender, Director of Head Start Bobbi Woodral, AHE Representative Jason Eggerman, WFSE Representative Ward Kaplan, SFCC Faculty Michelle Pearson, SCC Faculty Katie Satake, SFCC Classified Staff Gaby Arroyo, SCC Classified Staff Tessa Greene, SFCC ASG President Jayla Knights, SCC ASG President Naveah Person, Director of Financial Aid Alexandra Bailey, Veterans/Military Service Specialist Tamra Zielinski, Attorney General Carrie Culver, Executive Assistant to the Chancellor and Board of Trustees Breanne Riley (Recording Secretary).

Guest: Maya E-Strom

Excused: Chief of Staff & Strategy Lori Hunt, Interim Chief Information Technology Officer Dan Duffy

SFCC Celebrating Student Success

Alexandra Bailey was introduced as the SFCC Director of Financial Aid. Alexandra Bailey escorted the Board of Trustees and meeting attendees to the Veterans Resource Center.

Upon return Todd Woodard shared that he appreciated the work that is being done with Veterans at SFCC and was thankful for the tour. Anna Franklin noted that there are opportunities to increase the outreach so that individuals know the benefits that are available to them upon graduation. Anna Franklin then proposed finding tools to educate local employers so that they know how to better support graduating veterans in the workforce.

Call to Order

The Board of Trustees of Washington State Community College District 17 held a regular meeting on Tuesday, November 18, 2025. Todd Woodard called the meeting to order at 9:09 am. 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 Todd Woodard.

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. Board Minutes
Minutes of the October 13, 2025, Special Session
Minutes of the October 14, 2025, Regular Meeting
- b. Capital Projects Status & Approvals – Clint Brown
- c. Budget and Expenditures – Linda McDermott
- d. Head Start Updates – Bobbi Woodral
- e. Admin Procedures – Dan Duffy
- f. Sale of Airport Property – Kevin Brockbank

Glenn Johnson noted that the minutes of the October BOT meeting reflected Todd Woodard as both present and excused – the minutes will be amended to accurately reflect that Todd Woodard was absent from the meeting. Glenn Johnson asked for an update on the status of the SFCC Fine Arts Building and the Lodge Building permit. The motion to approve the consent agenda was so moved by Glenn Johnson, seconded by Anna Franklin, and approved unanimously by the Board.

Head Start Training Eligibility

Bobbi Woodral conducted a training on Head Start eligibility and the process used yearly. Bobbi Woodral reviewed the Head Start Performance Standard 1302.12 (m) Training on Eligibility. Kevin Brockbank reminded the Board of Trustees that this is a formal training course being conducted. Bobbi Woodral then reviewed the Head Start Performance Standard 1302.13 Recruitment of Children. Anna Franklin asked if Head Start worked with Excelsior and Tree House. Todd Woodard asked if there was a way to create awareness with Head Start amongst veteran outreach. Head Start Performing Standard 1302.12 determining, verifying, and documenting eligibility was explained to the Board along with the eligibility process. Todd Woodard asked for data

of families in the Head Start program to be provided so that the Board may be better informed and advocate for the program at the upcoming Legislative Summit in February 2026. The 2025-26 income guidelines and other eligibility considerations were reviewed. Head Start Performance Standard 1302.14 Selection Process, selection criteria, and enrollment were discussed and reviewed for the Board. The final topic reviewed for the Board was the Head Start Performance Standard 1302.16 Attendance. Steve Yoshihara complimented Bobbi Woodral on her budget report and then asked if the childcare fees were paid by the parents.

Student Government Reports

Naveah Person, SCC ASG President reported that the Thanksgiving event and giveaway will take place at SCC the following week and it is anticipated that 100 students will be in attendance. SCC ASG will be hosting a student appreciation night December 5th which will be a basketball game that will be played with the SFCC ASG officers. Some projects that are rolling over into the next quarter are the furniture project, game room renovation, and conducting a student feedback survey for new and upcoming projects.

Jayla Knights, SFCC ASG President shared that there has been a lot of work done to connect students with ASG in order to communicate what ASG does and how they can support students. ASG is planning to transform the food pantry to add more options to better support students from the current month into the next school year. Anna Franklin asked if students were connected with the proper resources for any help that they may need. Anna Franklin then asked if there was anything that the Board of Trustees could do in the future to proactively address student concerns.

BREAK

Todd Woodard reconvened the meeting at 10:20a

Budget Update

Kevin Brockbank gave a brief background of the current state of the budget. Linda McDermott shared that Spokane Colleges is beginning the process for FY 2026-27 budget development. Linda McDermott then reviewed the context for planning, SBCTC allocation model change, and geographical considerations. The SBCTC Allocation Implementation Timeline was reviewed for the Board of Trustees. The planning priorities and guidelines and budget planning calendar were discussed. Discussion ensued. Next steps were reviewed to the Board of Trustees. Anna Franklin asked if the option of a one-college system will be included in the taskforce planning and if the taskforce will have a student recruitment group.

Strategic Plan Update

Kevin Brockbank shared that the strategic plan has moved onto the next phase – which is to have the pillar teams work together on the plan. There has been a lot of collaboration and work with the teams and the plan is going well.

Office of Tribal Relations Update

Naomi Bender reported that she is currently at the NCAI conference with federally recognized tribes and it has been a great turnout. Maya E-Storm was introduced to the Board of Trustees as a guest that has worked extensively with Naomi Bender and Spokane Colleges. The Office of Tribal Relations has been working with students on many different topics, and it has been very successful. On Thursday, November 13th students in Inchelium were taught about developing hydrosols, medicinal tincture, oil to salve development, and teas with berries and rosehips they harvested while learning in their natural resources course on the reservation. Naomi Bender then shared the recent work that she has been doing with grants for the Avista Grant submission and the Genentech Grant submission. Naomi Bender is also looking into more grant opportunities to help SFCC further develop upon their goals of Indigenous land restoration with a traditional garden, teepee, and other culturally centered learning opportunities in an outdoor space.

Review of Board Policy 1.20.03

Todd Woodard shared that the Board will revisit this topic at the December Board of Trustees meeting.

Annual Board Reviews & Evaluations

Todd Woodard shared the Board of Trustee goals and the Chancellor goals for the 2025-26 academic year. The primary areas of focus for the Board are the strategic plan, long-term fiscal sustainability, and policy review and development. Todd Woodard stated that he has enjoyed working with the Spokane Colleges Board of Trustees and that each Trustee has contributed to the Board in their respected areas of expertise. The Chancellor goals were recognized as completion of the district strategic plan, launch of the Chancellor's Leadership Advisory Council, community engagement and support, and long-term fiscal sustainability. Kevin Brockbank shared that the Board and the Chancellor wanted to bring the goals to a public forum as this has not been done before. The motion to approve the Board of Trustees and the Chancellor's goals was so moved by Anna Franklin, seconded by Steve Yoshihara, and approved unanimously by the Board.

Chancellor's Report

Kevin Brockbank shared that Spokane Colleges had a large presence at the NAACP

Gala that was held on November 15th. It was announced at the gala that SCC student Gean Lucas Hernandez Torres received the Columbia Bank Scholarship. SCC employee Priya Mhlophe received the President's award for her work with NAACP Youth Council and Spokane Colleges Trustee Anna Franklin received the 2025 Community Champion Award.

President's Report

Jenni Martin shared that The Adult Basic Education (ABE) Division has developed a strong relationship with Spokane Public Schools and their multilanguage learner programming. ABE plans to bring MLL students from Spokane Public Schools to the SCC campus to learn more about campus programs including advanced English language instruction, the new Transitions ESL course, and College Prep courses. In the spring, ABE will host another event to start making direct connections for the students and SCC's programs.

Patrick McEachern shared the focus and importance of enrollment at SFCC and the work that has been done with enrollment. Patrick McEachern shared the focus on culture and community and innovation and engagement. EdSights has launched and the new AI texting chatbot is focused on retention by polling students in four main areas.

AHE Report

Jason Eggerman, AHE President, reported that Faculty are looking forward to the Thanksgiving break as it has been a stressful start to the year. Faculty have felt the stress of the unpredictable federal funding, and they see the attacks nationwide on academic freedom and higher education. At the same time, student conduct issues and student behavioral problems post-COVID seem to increase every year. The transition to the new BibliU bookstore has been rough and has added hours of work and frustration for many faculty. Additionally, there is a looming accessibility deadline in April, and the requirement to update all their course materials is a heavy lift for faculty whose time is already stretched thin. Coming into this year, faculty already felt they have been asked for years to do more with less. Resources are tight, and everyone knows they are facing additional budget reductions.

Katie Satake, SCC

Amy Anderson reported that the "Speak Out" club co-hosted Student Success and Inclusion Day with the Center for Inclusion and Diversity. Over 300 students attended. Additionally, "Speak Out" is currently hosting a food drive this quarter to support students, staff, and faculty who are experiencing food insecurity. Jon Spatz reported that the PE 150 Beginning Archery classes had their 6th annual Great Pumpkin Shoot in class last on October 30. It was a fun day of eating doughnuts, decorating pumpkins

and shooting bows. SCC typically offers two sections of this class each quarter and they generally fill up quickly.

Michelle Pearson, SFCC

WA SSB 5025 became effective as of July 27, 2025; it mandates that the Professional Educators Standards Board (PESB) must consult with an accredited college or university that provides interpreter training in Washington for specific criteria. Michelle Pearson then shared that SFCC has the only such program (ASLIE) in Washington state. Applicants for a hearing aid specialist license in Idaho who are graduates of the SFCC Hearing Instrument Specialist (HIS) program are no longer required to take a practical exam. Last February, one of our graduates informed faculty at SFCC that she was required to take a practical exam in Boise in order to obtain her Idaho license. Astronomy faculty Michele Moore has been nominated as a 2026 YWCA Woman of Achievement. Kira Burt, Ashlee McQueen, Michele Moore, Vicki Moore, Joel Sweeney, and Asa Bradley hosted a STEM Drop-In Advising & Registration session on 29 October. In 1 hour and 45 min, the team helped 26 students to register. One of SFCC's music majors, Cole Rosaia, was chosen to perform in an all-star community college jazz ensemble at the 2026 Jazz Education Network conference that is being held in New Orleans. This organization is an international jazz education group that promotes jazz education and presenting at this conference is a very high honor.

WFSE/Classified Staff Report

Gaby Arroyo, SFCC reported that CER met with Ben Stevens to discuss the possibility of offering classified staff training on Microsoft 365 applications, retirement sections, wellness and also possibly inviting the Union to work with resources that are offered. Three different classified staff tri-chairs had a meeting with President McEachern and Dean Salinas at the beginning of the Fall quarter to discuss possible implementations of specific meeting agenda items to create a space for classified staff to discuss a variety of topics.

Board Report

There is no Board report at this time.

Executive Session

The Board will convene in executive session under RCW 42.30.110(1) and the executive session will be held to evaluate the qualifications of a public employee and to discuss with legal counsel representing the agency matters relating to agency enforcement actions or, litigation or potential litigation.

Executive session will last for approximately 15 minutes and is anticipated to end at 12:35pm.

Executive session was extended for 20 minutes and is anticipated to end at 12:55pm.

Adjournment

Being no further business, the meeting adjourned at 12:55pm.