

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING SPOKANE COMMUNITY COLLEGE

Present: Trustee Todd Woodard, Chair, Trustee Anna Franklin, Trustee Glenn Johnson. Also present: Chancellor Kevin Brockbank, President Jenni Martin, Interim President Patrick McEachern, Chief of Staff and Strategy Lori Hunt, Chief Human Resources Officer Fred Davis, Chief General Services Officer Nichole Hanna, 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, Interim Vice President of Student Affairs Jim Mohr, Vice President of Student Services Patrick Tanner, Chief Information Officer Christine Van Winkle, AHE President Jason Eggerman, Attorney General Carrier Culver, Director of Budget and Planning Chris Grochowski, WFSE Representative Ward Kaplan, District Director of Head Start Bobbi Woodral, IT System Administrator Sean Cotter, Media Technician Brian Lacher, SFCC Faculty Katie Satake, SCC Faculty Logan Amstadter, SFCC Classified Staff Representative Gabby Arroyo, SFCC Faculty Michelle Pearson, Executive Assistant to the President of Spokane Community College Nancy Delgado (recording secretary).

Excused: Trustee Kelly Fukai, Trustee Steve Yoshihara

Guests: Charolette Kane and Jeff Williams

CALL TO ORDER

The Board of Trustees of Washington State Community College District 17 held a special meeting at Spokane Community College, on Tuesday, June 16, 2026. Todd Woodard called the meeting to order at 8:30 am.

Executive Session

The Board will convene in executive session under RCW 42.30.110(1) to discuss with legal counsel representing the agency matters relating to agency enforcement actions.

The executive session will begin at 8:31 am and will last for approximately sixty minutes.

Todd Woodard reconvened the meeting at 9:40 am.

Celebrating Student Success: SCC Corrections Education

Associate Dean of Corrections Education Charlotte Kane and Interim Dean of Extended Learning Jeff Williams provided an overview of Spokane Community College's Corrections Education Program at Airway Heights Corrections Center (AHCC). Ms. Kane explained that the Associate Dean role coordinates policy and partnerships among SCC, the Department of Corrections (DOC), and the State Board for Community and Technical Colleges (SBCTC). The program is supported by 18 classified and exempt staff members, along with faculty instructors.

Ms. Kane and Mr. Williams highlighted the significant impact of correctional education, noting that every \$1 invested in education for incarcerated individuals yields an estimated \$18 in future incarceration cost savings. AHCC students have established a Student Voice Council, comprised of current students and alumni, to enhance student engagement, improve program awareness, and support educational success. Students also produce *The Link* newsletter, featuring student stories and writing. Additional engagement opportunities include leadership seminars, a book club, an opportunity fair, and a peer-led classroom integration model that promotes student involvement and ownership of the learning experience.

Ms. Kane and Mr. Williams concluded their presentation by sharing the success story of a program graduate.

Trustee Johnson asked about opportunities to expand trade programs, such as plumbing and electrical training. Ms. Kane responded that program expansion is regularly discussed; however, facility space limitations and the need for DOC-funded infrastructure improvements present challenges.

In response to a question about recidivism, Ms. Kane reported that students who complete HS+/GED programs experience approximately a 30% reduction in recidivism rates, with even greater reductions associated with certificate programs.

Trustees expressed appreciation for the Corrections Education commencement ceremony. When asked about DOC participation, Mr. Williams noted that DOC leadership and staff regularly attend commencement ceremonies and provide strong support for the program. He added that graduation is viewed positively throughout the facility.

Trustee Johnson also asked about employment opportunities for participating students. Ms. Kane shared that employers recruit directly at AHCC and conduct interviews with students prior to their release.

The Pledge of Allegiance was recited followed by roll call. The Native Land Acknowledgment was given by Trustee Woodard.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

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

- a. Board Minutes – May 19, 2026 Regular Meeting
- b. Capital Projects – Nichole Hanna
- c. Budget & Expenditures – Linda McDermott
- d. Head Start Updates – Bobbi Woodral
- e. Admin Procedures – Nichole Hanna
- f. Risk Assessment – Linda McDermott
- g. Exempt Faculty Awards and Saling Awards – Heather Beebe-Stevens

Moved for approval by Trustee Franklin and seconded by Trustee Johnson. Motion carries.

Athletic Department Recap of 2025-26 Seasons

Athletic Director Jim Fitzgerald and several student-athletes shared highlights from a highly successful year for Spokane Colleges Athletics. Student-athletes spoke about their athletic achievements, personal experiences participating in collegiate athletics, and their educational and career goals following their time at Spokane Colleges.

Mr. Fitzgerald reported that Spokane Colleges had an outstanding year, earning four Northwest Athletic Conference (NWAC) championships in cross-country, women's soccer, and men's and women's track and field.

Tenure Alert

Trustee Johnson moved that the board hereby grants an award of tenure to the following probationary academic employee and hereby directs the chancellor to take any and all appropriate action in carrying out this decision:

- Sabina Green, Medical office Specialist Instructor, SCC
- Brittany Heidenreich, Nursing Faculty, SCC
- Christine Mackleit, Human Services – Addiction Studies, SFCC.

Trustee Franklin seconded. Motion carries.

Approval of FY 2026-27 Operating Budget

Chief Financial Officer Linda McDermott presented the proposed Fiscal Year 2026-27 Operating Budget and provided a high-level overview of key budget assumptions and priorities. The proposed budget totals \$139.6 million and is balanced, aligning available resources with Spokane Colleges spending guidelines and priorities while responding to a constrained fiscal environment.

Ms. McDermott noted that state funding remains essentially flat year over year, with limited revenue growth anticipated. The budget reflects continuing inflationary pressures on goods and services and the impact of state-authorized cost-of-living adjustments (COLAs), which are funded at only 80 percent. To address these challenges, the budget incorporates targeted 2 percent reductions and utilizes the Strategic Investment Pool to support priority initiatives.

Trustee Johnson asked about proposed investments reflected in the budget. SFCC Interim President McEachern explained that some investments may appear to be new positions but are often the result of organizational restructuring and position realignment.

Trustee Franklin asked whether additional state allocation adjustments or budget reductions are anticipated. Chancellor Brockbank responded that further reductions from the state are likely. Ms. McDermott expressed confidence in the budget, noting that all known funding sources and budget assumptions have been carefully identified and incorporated into the plan.

Trustee Johnson recognized Ms. McDermott for her transparency throughout the budget development process. Chancellor Brockbank added that this year's budget planning process was notably more collaborative and less competitive than in previous years.

The Spokane Colleges FY 2026-27 Operating Budget was moved to approve by Trustee Johnson and seconded by Trustee Franklin. Motion carries.

Approval of SCC Building Renovation for Business Office Relocation

Chief General Services Officer Nichole Hanna presented a proposal to renovate Building 15 on the SCC campus to serve as the future location of the Business Office following the expiration of the current lease at RP1 in December 2028. The proposed timeline would begin renovations in 2027 and conclude by October 2028. Ms. Hanna requested Board consideration of a project budget not to exceed \$500,000, with an anticipated cost closer to \$350,000.

Trustee Johnson asked about the current RP1 lease and whether it permits an early departure from the space. Ms. Hanna confirmed that Spokane Colleges has the flexibility to vacate before the lease term ends and indicated that a reduction in space needs is expected as several units prepare to relocate to the Lodge at the SFCC campus.

Trustee Woodard asked for an update on construction progress at the Lodge. Ms. Hanna reported that the project remains on schedule and is anticipated to be completed in January 2027.

Trustee Franklin moved to authorize total project spending up to \$500,000 in local funds to complete the SCC Building 15 renovation project to support relocation of the Business Office and Administrative Services from RP1. Seconded by Trustee Johnson. Motion carries.

SCC/SFCC Alignment of Student Services Practices

Associate Registrar Marissa Lock and Director of Admissions and Registration Chantel Black presented on SCC's implementation of an auto-conferral process, which was launched during the current academic year. Through auto-conferral, eligible students are automatically awarded degrees and certificates without needing to submit a graduation application, helping to remove administrative barriers, improve student completion rates, and ensure students receive credentials they have earned.

Lock and Black outlined the extensive communication strategy developed to support the initiative, including collaboration with SCC's Customer Relationship Management (CRM) team to engage students at key academic milestones and encourage progress toward completion. They emphasized that SCC is the first community and technical college in WA to implement auto-conferral for degrees and certificates. The presenters noted that the initiative required collaboration across multiple departments and reflected a college-wide commitment to student success.

Lock and Black concluded by sharing plans to partner with colleagues at SFCC to support the development of a similar auto-conferral process.

Trustee Franklin asked how the college ensures that student communications align with plain-language principles. Ms. Black explained that the Admissions and Registration team utilizes the TILT framework in its communications, emphasizing a clear purpose, task, and criteria, while also incorporating universal design principles to improve accessibility and student understanding.

SFCC Functional Analyst Anastasia Lebedinski provided an overview of the Financial Aid Office's new mass-packaging process, which was implemented during the current academic year. Previously, financial aid staff manually reviewed every student aid package and often needed to engage students in a lengthy process when questions or discrepancies arose. With mass-packaging, etcLink can now automatically process and award financial aid packages that do not require additional review, significantly reducing processing time and allowing staff to focus on more complex cases. Ms. Lebedinski noted that the new process has increased operational efficiency and improved overall student experience by accelerating aid determinations. Similar to SCC's auto-conferral initiative, SFCC plans to share its mass-packaging model with SCC's Financial Aid Office to support implementation across both colleges.

Trustee Johnson asked about student loan rates and how the Financial Aid Office ensures the accuracy of information processed through etcLink. Ms. Lebedinski explained that staff conduct random spot checks and have established safeguards and quality-control measures to verify accuracy.

Trustee Franklin asked whether the Financial Aid Office plans to partner with local credit unions to provide financial literacy programming, while recognizing that different student populations may benefit from varied communication approaches. Interim President McEachern stated that SFCC already maintains partnerships with local credit unions and that the Financial Aid team is looking forward to expanding financial literacy workshops and outreach efforts as staff capacity increases through the efficiencies gained from mass-packaging.

Student Government Report

No report

Chancellor's Report

Chancellor Brockbank deferred his time to Chief of Staff and Strategy Dr. Lori Hunt to provide an update on the Strategic Plan.

Strategic Plan Update

Dr. Hunt provided an overview of the Spokane Colleges Strategic Plan pillars and priorities and facilitated a discussion on proposed mission statement options. As this was the Board's first opportunity to review the draft mission statement language, trustees requested additional time for consideration and agreed to defer action on the mission statement until the July Board meeting.

Trustee Johnson moved to approve the strategic plan pillars and priorities. Trustee Franklin seconded. Motion carries.

Adjournment

Being no further business, the meeting was adjourned at 12:20 pm.