

SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

July 18, 2019

REGULAR SESSION

9:00 a.m.

Siegal Center Boardroom

Seattle Central College
1500 Harvard Avenue
Seattle, WA 98102

REGULAR MEETING AGENDA

- | | | |
|------------------|---|--------------|
| 9:00 a.m. | REGULAR SESSION | |
| 9:00 a.m. | CALL TO ORDER | |
| 9:00 a.m. | ACTION / Approval of Agenda | Tab 1 |
| 9:00 a.m. | PUBLIC COMMENTS | |
| 9:15 a.m. | ACTION ITEMS | |
| | A. Minutes from June 13, 2019 | Tab 2 |
| | B. Election of Board Chair and Vice Chair for 2019-20 | Tab 3 |
| | C. Board of Trustees Regular Meeting Schedule for 2019-20 | Tab 4 |
| | D. Purchase Authorization, Year Up | Tab 5 |
| | E. Purchase Authorization, King County Metro | Tab 6 |
| | F. Chancellor's Evaluation | Tab 7 |
| 9:20 a.m. | INFORMATION ITEMS | |
| | G. Budget Report, through May 2019 | Tab 8 |

- | | | |
|----|---|---------------|
| H. | Seattle Colleges Investments | Tab 9 |
| I. | Spring Enrollment Report | Tab 10 |
| J. | Policy 366, Student Absences for Reasons of Faith or Conscience – First Reading | Tab 11 |

9:40 a.m. ORAL REPORTS Written Reports-Tab 12

10:00 a.m. ADJOURNMENT

The next meeting of the Board of Trustees will be held on Thursday, September 12, 2019 at South Seattle College, 6000 16th Ave SW, Seattle, WA 98106. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSIONS

An executive session may be held for one or more of the following purposes: (1) To receive and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.

SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

June 13, 2019

STUDY SESSION

1:30 p.m.

North Star Dining Room

North Seattle College
9600 College Way North
Seattle, WA 98103

REGULAR SESSION

3:00 p.m.

North Star Dining Room

North Seattle College
9600 College Way North
Seattle, WA 98103

STUDY SESSION

EXECUTIVE SESSION – 30 minutes

A. Litigation Update

(3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district

B. Chancellor's Contract

(2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee

C. Implementation of Regional Pay

(6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings

D. Tenure Review: Abigail Wachter

(2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee

OPEN SESSION

- A. Commencement, June 14, T-Mobile Field
2:30 Reception; 4:00 Robing; 5:00 Ceremony
Trustees Hill, Batayola and Peralta are attending.

B. King County Promise update
Steve Leahy gave an update to the board and explained the connection between the King County Promise and the Seattle Promise.

C. Retreat debrief
Chancellor Pan invited feedback and reflections on the recent retreat.

REGULAR MEETING

CALL TO ORDER

Acting Chair Hill called the meeting to order at 3:03pm.

ROLL CALL

Teresita Batayola, Steve Hill, Rosa Peralta , Robert Williams, Shouan Pan, Warren Brown, Sheila Edwards Lange, Rosie Rimando-Chareunsap, Kurt Buttleman, Jennifer Howard, Cindy Riche, Kerri Howell, Derek Edwards, Matthew Davenhall, Annette Stofer, Coryl Celene-martel, Jeffrey Campbell, Elijah Gerrard, Omar Osman, Rebecca Hansen
Guests who signed in: Bruce Riveland, Kevin Volkmann, Tim Albertson

ACTION / Approval of Agenda

Trustee Williams made a motion to approve the agenda. Trustee Peralta seconded. The motion carried 4-0.

RECOGNITION

The board thanked this year's student board representatives and asked them to share their plans for the summer and next year.

PUBLIC COMMENTS

There were no public comments.

PRESENTATION

Addressing the Equity Gap through Transparency for Gender-Diverse Students
Elijah Garrard, Student, North Seattle College

Elijah Garrard presented about gender diverse students and the various systems and programs at NSC that impact them.

ACTION ITEMS

- A. Minutes from April 11, 2019

Trustee Williams made a motion to approve the minutes. Trustee Batayola seconded. The motion carried 3-0. Rosa Peralta abstained.

- B. Minutes from May 9, 2019

Trustee Peralta made a motion to approve the minutes. Trustee Williams seconded. The motion carried 4-0.

- C. Minutes from May 28, 2019

All 5 trustees were present.

Trustee Peralta made a motion to approve the minutes. Trustee Williams seconded. The motion carried 4-0.

- D. Recommendation for Tenure: Dr. Abigail Wachter

Trustee Batayola made a motion to approve tenure. Trustee Williams seconded. The motion carried 4-0.

- E. Preliminary Seattle Colleges Budget for FY19-20

Jennifer Howard and the college presidents presented the budget for 2019-20.

Trustee Williams made a motion to approve the budget. Trustee Batayola seconded. The motion carried 4-0.

- F. Tuition and Fees for 2019-20

Trustee Batayola made a motion to approve the tuition and fees. Trustee Peralta seconded. The motion carried 4-0.

- G. Lifelong Learning Awards

Trustee Batayola made a motion to approve the winners of this year's Lifelong Learning Awards. Trustee Williams seconded. The motion carried 4-0.

Lydia Minatoya, Full Time Faculty, North Seattle College; Patricia Gorman, Classified Staff, Seattle Central College; and Laura Kingston, Exempt Staff, South Seattle College, will be recognized at Convocation.

- H. USA Constitution Amendment

Jeffrey Campbell and Rosie Rimando Chareunsap gave a summary of the amendment process and the proposed changes. **Trustee Batayola made a motion to approve the amendment. Trustee Peralta seconded. The motion carried 4-0.**

- I. Nomination of Board Chair and Vice Chair for 2019-20

Trustee Batayola made a motion to nominate Steve Hill as Chair and Rosa Peralta as Vice Chair. Trustee Williams seconded. The motion carried 4-0.

INFORMATION ITEMS

J. Budget Report, through April 2019

Jennifer Howard presented the monthly budget report.

K. WAC 132F-126 Required Emergency Medical Leaves of Absence –
First Reading

Kurt Buttleman gave background and outlined the WAC approval process.

L. Board of Trustees Schedule for 2019-20 - First Reading

All Regular meetings are proposed take place on the 2nd Thursday of the month at 3:00pm, except in December when the meeting will be held on the 3rd Thursday of the month.

ORAL REPORTS

A. Student Representatives

Omar Osman, Jeffery Campbell and Elijah Garrard reported on the major accomplishments of student leadership the year.

B. Chancellor's Report

Shouan Pan highlighted the recent League for Innovation Art & Literary Awards reception. Fifteen students were honored for their writing in four categories: Essay, Fiction, Poetry and One-Act Play. Six students were recognized for their winning art works. Chancellor Pan thanked this year's faculty coordinators, Mike Hickey and Phillipe Hyojung Kim, who organized this year's competition.

C. Labor Union Representatives

AFT Seattle Community Colleges: Annette Stofer thanked Jennifer Howard and reported that AFT celebrated their 50th anniversary last month.

WFSE: Matthew Davenhall reported on the Classified Employee of the Year award and new contract education for members. The statewide convention is in October.

AFT-SPS: Coryl Celine-martel gave a report on AFT-SPS activities. Districtwide E-board elections recently took place and Cody Hyatt is the new president.

D. College Presidents, Vice Chancellors

Seattle Central College: Sheila Edwards Lange reported that the Apparel Design Program is having their end of year show and that there is an alumni reception on campus tonight. She also noted that a former student from Seattle Central is getting the President's Medal at UW this weekend.

North Seattle College: Warren Brown reported that there is a GED graduation ceremony on campus tonight.

South Seattle College: Rosie Rimando-Chareunsap reported on a signage and wayfinding project that is underway. She also reported that the Running Start student graduation rate has increased, and that many more Running Start will be graduating tomorrow.

ADJOURNMENT

The meeting adjourned at 5:18pm.

The next meeting of the Board of Trustees will be held on Thursday, July 11, 2019 at Seattle Central College, 1701 Broadway Ave, Seattle 98122. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSIONS

An executive session may be held for one or more of the following purposes: (1) To receive and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: July 11, 2019

SUBJECT: Election of 2019-20 Board of Trustees Officers

Background

Seattle Colleges District Policy 125, Power and Duties of Officers of the Board, specifies that at its regular monthly meeting in July, the Board shall elect officers to serve for the ensuing September to August period. At the June 13, 2019 regular meeting, the board nominated Steve Hill to serve as Chair and Rosa Peralta to serve as Vice Chair.

Recommended Action

It is recommended that the Board elect the individuals who were nominated as chair and a vice chair with their new terms beginning September 1, 2019.

Submitted by and transmitted to the Board with a favorable recommendation,



Shouan Pan, Ph.D.
Chancellor

Seattle College District Policy

NUMBER: 125

TITLE: Powers and Duties of the Officers of the Board

Adopted Date: 10/15/1985 Last Revised: 6/9/2016

1. Elections:

At its regular monthly meeting in July, the Board shall elect from its membership a chair and a vice chair to serve for the ensuing September to August period. Should either the elected chair or vice chair be unable to perform their duties or be unable to complete their obligation, replacements shall be elected by the Board from its membership to complete the terms of office.

2. Chair:

The chair shall preside at all meetings of the Board, sign all legal and official documents recording actions of the Board, and shall review the agenda prepared for such meetings of the Board. In addition the chair shall approve the minutes of each meeting (or, in the chair's absence, the Board member who acted as chair shall give approval) before the minutes are published while presiding at Board meetings, the chair shall have full rights of discussion and vote.

3. Vice Chair:

The vice chair shall fill the normal role of parliamentarian and shall assure that Board meetings are conducted in accordance with "Robert's Rules of Order, Newly Revised." The vice chair acts as chair of the Board in the absence of the chair.

4. Acting Chair:

If neither the chair nor the vice chair is present at a meeting but a quorum of the Board exists, the Board shall elect an acting chair for that meeting from among the members present.

5. Secretary:

The chief administrative officer of the District, the District chancellor, shall serve as the secretary to the Board as specified in RCW 28B.50.130. The secretary has no voting privileges. The secretary may appoint a District staff member to act as recording secretary for all meetings of the Board. Assisted by the recording secretary the secretary is responsible for:

- a. Maintaining the official District (Board) seal.
- b. Maintaining all records of meetings and official actions of the Board.
- c. Maintaining and conducting in the name of the Board all official correspondence relating to the Board.
- d. Receiving items for the agenda of Board meetings and preparing the agenda in accordance with the prescribed format.
- e. Distributing advance public notices of Board meetings and intention to consider rule changes in accordance with the Open Public Meetings Act of 1971, as amended, and instructions from the state code reviser's office.
- f. Filing of amended, modified, and new rules and regulations with the state code reviser. Cancelling those rescinded by Board action.
- g. Distributing minutes of Board meetings and reports related to Board members.
- h. Maintaining for public inspection all official actions, records, minutes, correspondence, and other materials related to the Board.
- i. Advising the various college constituencies on matters of placing items on the Board agenda, distribution of Board materials, and related matters.
- j. Answering inquiries from news media concerning Board actions and directing media representatives to authorized resource individuals.

- k. Attending all Board meetings and assuring that official minutes are maintained, approved, and published as directed. In the District Chancellor's absence, the secretary of the Board may appoint an individual to assume the role of the acting secretary.

Board of Trustees – Revision & Adoption History

Adopted: 10/15/1985

Revised: 10/20/1993

Revised: 3/12/2002

Revised: 6/10/2010

Revised: 6/9/2016

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: July 11, 2019

SUBJECT: 2019-2020 Board of Trustees Meeting Schedule

Background

In accordance with Seattle Colleges District Policy 126, "Meetings of the Board of Trustees – Guidelines," the attached schedule of Regular Meetings is proposed. All Regular meetings take place on the 2nd Thursday of the month at 3:00pm, except in December when the meeting will be held on the 3rd Thursday of the month. This change to the regular schedule is due to a conflict with the WACTC schedule.

Recommended Action

It is recommended that the Seattle Colleges Board of Trustees approve the proposed meeting schedule for 2019-2020.

Submitted by and transmitted to the Board with a favorable recommendation,



Shouan Pan, Ph.D.
Chancellor



BOARD OF TRUSTEES, 2019-20 MEETING SCHEDULE

Regular meetings are held on the second Thursday of the month. Study Sessions begin at 1:30 p.m.
Regular meetings begin at 3:00 p.m. Dates and locations of the meetings are noted below.

September 12	South Seattle College	6000 16 th Avenue SE Seattle, WA 98106
October 10	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
November 14	North Seattle College	9600 College Way North Seattle, WA 98103
December 19	South Seattle College	6000 16 th Avenue SE Seattle, WA 98106
January 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
February 13	North Seattle College	9600 College Way North Seattle, WA 98103
March 12	South Seattle College	6000 16 th Avenue SW Seattle, WA 98106
April 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
May 14	North Seattle College	9600 College Way North Seattle, WA 98103
June 11	South Seattle College	6000 16 th Avenue SW Seattle, WA 98106
July 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122

MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Strother
DATE: July 8, 2019
SUBJECT: Two year contract with Year Up for DOL TechHire Grant fulfillment.

Background

Per District Policy 108, the Board of Trustees has reserved authority on entering into "any contract including any settlement agreement that involves payment by the district of a total amount of \$250,000 or more in any fiscal year, except public works contracts that are managed by another state agency."

Seattle Colleges desires to enter into a 2 year contract with Year Up for recruitment, enrollment & instruction. The annual cost of this contract breaks down as follows:

Year 1:	\$214,000
Year 2:	\$586,000
Total:	\$800,000

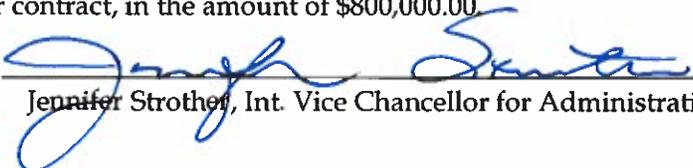
This recommendation is to reallocate \$800,000 of TechHire Grant funds to Year Up to provide funds to recruit and enroll at least 320 students, of which at least 240 will successfully complete and obtain job opportunities. This scope of work change has received approval from the US Department of Labor (grantor).

The implementation of the contract documents was delayed during Seattle Central College's negotiations with Year Up national office to ensure college was aligning the SOW to what the DOL approved in the most recent grant modification. Year Up has worked on this partnership since 1/1/2019 (when LaunchCode decided to vacate the prior grant contract).

This agreement shall commence January 1, 2019 and shall terminate on June 30, 2020.

Recommendation

It is recommended that the Board of Trustees authorizes the Chancellor and his designee to enter into this 2 year contract, in the amount of \$800,000.00.

Submitted by: 
Jennifer Strother, Int. Vice Chancellor for Administrative Services

Transmitted to the Board with a favorable recommendation: 
Dr. Ghouan Pan, Chancellor

MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Strother
DATE: July 8, 2019
SUBJECT: Annual public transportation fee

Background

Per District Policy 108, the Board of Trustees has reserved authority on entering into "any contract including any settlement agreement that involves payment by the district of a total amount of \$250,000 or more in any fiscal year, except public works contracts that are managed by another state agency."

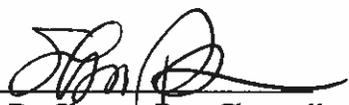
Seattle Colleges desires to enter into a one year contract with King County Metro. The annual cost of this contract breaks down is \$550,746.36.

This agreement shall commence upon Board of Trustee confirmation and shall terminate on June 30, 2020.

Recommendation

It is recommended that the Board of Trustees authorizes the Chancellor and his designee to enter into this contract, in the amount of \$550,746.36.

Submitted by: 
Jennifer Strother, Int. Vice Chancellor for Administrative Services

Transmitted to the Board with a favorable recommendation: 
Dr. Shouan Pan, Chancellor

Chancellor Evaluation

2018-2019

Objectives

- Clear Alignment between Board and the Chancellor on Goals and Priorities.
- Regular and open communication between the Board and the Chancellor on what is going well and opportunities for improvement.
- Board, with a single voice, provides, at least annually, performance feedback to the Chancellor.
- Opportunity for the Chancellor to provide feedback to the Board on how they can further the goals of organization and support the Chancellor.

Process

- At the beginning of each fiscal year, the Chancellor presents a set of goals, derived from the Strategic Plan, for the next year. These goals will include a simple, 6 to 12 item ‘Score Card’ of key trackable, quantitative, and objective measures for tracking the progress of Seattle Colleges against the Strategic Plan.
- At the end of the fiscal year, The Chancellor will provide to all board members a self-evaluation for the past year including:
 - ❖ A summary of results against goals
 - ❖ Actual vs. goals on “Score Card” items
 - ❖ Feedback to the Board on how they can further organization goals

Sent to Board by August 15
- The Chair of the Board will then provide a Survey Monkey request to all Board members for them to provide feedback on the Chancellor. Individual Board member feedback will be confidential – aggregated results will be provided to the Board. This Survey will include the following items:
 - ❖ Commitment to Student Access and Success
 - ❖ Takes Strategic Risks
 - ❖ Builds a Strong Team
 - ❖ Establishes Urgency for Improvement
 - ❖ Plans Lasting Internal Change

- ❖ Results Oriented
- ❖ Communicates Effectively
- ❖ Financial and Operational Excellence
- ❖ Entrepreneurial Fund Raiser
- ❖ Effective External Partnerships

Forms distributed August 16, due back September 6

- The Board Chair will seek input via a Survey Monkey from the Cabinet on these same criteria. Individual feedback will be confidential – aggregated results will be provided to the Board. The Board will also seek input from community members using a shorter survey and personal contact.

Forms distributed August 16, due back September 6

- The Board will review the aggregate results for each group from the surveys. This information, plus the Chancellor's report will be discussed for the purpose of providing feedback to the Chancellor. The Board will agree and document specific areas of excellence and/or opportunities for improvement.

September 12 Board meeting study session

- The Board will meet with the Chancellor to provide formal performance feedback from the Board. The Board Chair will document this conversation for the Chancellor.

After September 12 Study Session

- The Chancellor will use this information in preparing Goals (per the first bullet item above) for the next year.

- In the next public meeting of the Board, the results of this process, at a high level, will be reviewed and the Board will consider, changes in Chancellor compensation, if any, based on this evaluation.

October Board meeting

Chancellor EVALUATION

(Survey Monkey Format)

[Three separate Survey Monkey Surveys will be prepared:

- 1. Board Survey*
- 2. Cabinet Survey*
- 3. Stakeholder Survey (using a sub-set of the questions on the Board & Cabinet Survey)*

Results from each survey will be aggregated into a separate report. Only aggregated results will be provided to the Board -- all individual responses will be confidential.]

INSTRUCTIONS: In responding to the following questions, please use this scale:

Opportunity= an area where performance needs to improve.

Meets = good performance, at goal.

Exceeds: Exceptional performance, beyond goal

1. Commitment to Student Access and Success

Demonstrates a persistent drive to ensure student access and success. Takes actions that show commitment to long-term work to create lasting change at Seattle Colleges and with external partners.

Opportunity	Meets	Exceeds

Your comments:

2. Takes Strategic Risks

Takes data-informed risks—e.g. identifying gaps and reallocating resources—that signal a deep commitment to student-success-oriented change.

Opportunity	Meets	Exceeds

Your comments:

3. Builds a Strong Team

Develops and maintains outstanding leadership teams and consistently engages leaders, faculty, and staff in ways that significantly improve student access and success across Seattle Colleges.

Opportunity	Meets	Exceeds

Your comments

4. Establishes Urgency for Improvement

Makes the case for change so that all of Seattle College District is motivated to accelerate the pace of improving student outcomes.

Opportunity	Meets	Exceeds

Your comments:

5. Plans Lasting Internal Change

Leads inclusive planning processes that result in focused, concrete, Seattle Colleges-wide plans to significantly improve student access and success.

Opportunity	Meets	Exceeds

Your comments:

6. Results-Oriented

Ensures effective implementation, routine assessment of progress, and continuous data-informed improvement.

Opportunity	Meets	Exceeds

Your comments:

7. Communicates Effectively

Communicates and listens in ways that foster strong relationships, develops shared priorities, and inspires trust and action.

Opportunity	Meets	Exceeds

Your comments:

8. Financial and Operational Excellence

Ensures the fiscal strength and sound operation of the Seattle Colleges.

Opportunity	Meets	Exceeds

9. Entrepreneurial Fundraiser

Raises substantial resources from multiple sources, and aligns fundraising to student access and success goals.

Opportunity	Meets	Exceeds

Your comments:

10. Develops Effective External Partnerships

Demonstrates a vision that extends beyond the Seattle Colleges to achieve broader aims for student success that the Colleges alone cannot achieve.

Opportunity	Meets	Exceeds

II. Chancellor's ACHIEVEMENT OF GOALS

(July 1, 2018 to June 30, 2019)

[Questions #11 and #12 will be only on the Board Survey, not on the Cabinet and Stakeholder Survey]

- 11. Based on the self-evaluation of the Chancellor's work for the past 12 months, which he provided, please offer your comments on his leadership in the achievement of goals.**

Your Comments:

- 12. Are there any other areas that, in your opinion, should receive priority attention in the coming year?**

Your Comments:

[Question #13 will be on all 3 surveys]

- 13. Do you have any other comments relative to the Chancellor's performance or the operation of the organization in general that you would like to share?**

Your Comments:

THANK YOU FOR TAKING THE TIME TO COMPLETE THIS EVALUATION.



MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Howard
DATE: June 13, 2019
SUBJECT: Monthly Budget Report

To ensure the Board of Trustees is updated regularly on financial matters, the monthly board report for May 2019 month-end is presented. This material has been reviewed by the Board Finance Subcommittee and is shared for informational purposes.

Recommendation

No approval necessary.

Submitted by:


Jennifer Strother, Int. Vice Chancellor of Finance and Operations

Transmitted to the Board with a favorable recommendation.



Dr. Shouan Pan
Chancellor

Operating Funds History and Projections

SEATTLE COLLEGES DISTRICT

FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
SOURCES:				
State Allocation	\$ (73,282,890)	\$ (72,364,524)	\$ (55,756,803)	77%
State Allocation/Capital	\$ (1,322,600)	\$ (1,322,600)	\$ (1,322,600)	100%
Local Revenues:				
Tuition	\$ (31,461,126)	\$ (31,856,595)	\$ (29,756,698)	93%
Fees	\$ (9,624,274)	\$ (9,311,274)	\$ (9,433,515)	101%
Running Start	\$ (6,637,430)	\$ (8,473,623)	\$ (8,386,304)	99%
International, IEL	\$ (25,014,666)	\$ (21,571,789)	\$ (21,017,224)	97%
Other	\$ (2,690,480)	\$ (1,722,404)	\$ (1,448,840)	84%
Revenue Transfers	\$ 4,640,217	\$ 3,686,041	\$ 1,111,433	30%
Use of Reserves 09*	\$ -	\$ (14,544,290)	\$ (5,396,821)	37%
SubTotal	\$ (70,787,760)	\$ (83,793,934)	\$ (74,327,968)	89%
Total	\$ (145,393,250)	\$ (157,481,058)	\$ (131,407,371)	83%

USES BY EXPENSE TYPE:

FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Salaries/Wages	\$ 88,749,867	\$ 96,781,836	\$ 82,994,378	86%
Employee Benefits	\$ 30,687,380	\$ 32,940,742	\$ 28,074,983	85%
Contracted Services	\$ 367,167	\$ 740,654	\$ 360,880	49%
Supplies	\$ 18,806,563	\$ 24,011,938	\$ 14,758,505	61%
Travel	\$ 670,787	\$ 1,006,512	\$ 531,473	53%
Equipment	\$ 1,350,479	\$ 2,227,151	\$ 1,666,861	75%
Grants to Students	\$ 7,337,238	\$ 6,212,969	\$ 5,543,995	89%
Other(F,P,S,T)	\$ (5,298,336)	\$ (8,756,944)	\$ (5,597,204)	64%
Total	\$ 142,671,144	\$ 155,164,858	\$ 128,333,872	83%

USES BY PROGRAM:

EXPENSES BY PROGRAM	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Instruction	\$ 84,188,784	\$ 88,576,992	\$ 75,873,968	86%
Primary Support	\$ 10,448,660	\$ 13,246,944	\$ 10,138,400	77%
Library	\$ 2,658,760	\$ 2,831,546	\$ 2,490,347	88%
Student Svcs	\$ 12,890,074	\$ 14,210,475	\$ 11,666,985	82%
Institutional Support	\$ 9,821,619	\$ 23,643,249	\$ 17,478,426	74%
Plant Oper&Maintens	\$ 22,663,247	\$ 12,655,652	\$ 10,685,747	84%
Grand Total	\$ 142,671,144	\$ 155,164,858	\$ 128,333,873	83%

Operating Funds History and Projections

SEATTLE CENTRAL COLLEGE & SVI

FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
SOURCES:				
State Allocation	\$ (25,051,311)	\$ (23,707,724)	\$ (21,855,758)	92%
State Allocation/Capital	\$ (595,150)	\$ (595,150)	\$ (595,150)	100%
Local Revenues:				
Tuition	\$ (12,549,001)	\$ (10,837,274)	\$ (12,376,877)	114%
Fees	\$ (3,693,249)	\$ (4,168,459)	\$ (3,113,811)	75%
Running Start	\$ (2,808,431)	\$ (3,873,623)	\$ (3,548,611)	92%
International,IEL	\$ (13,289,011)	\$ (11,317,942)	\$ (11,752,951)	104%
Other	\$ (863,482)	\$ (140,125)	\$ (93,596)	67%
Revenue Transfers	\$ (47,221)	\$ 2,070,673	\$ 2,010,336	97%
Use of Reserves		\$ (5,363,146)	\$ (1,141,560)	21%
SubTotal	\$ (33,250,395)	\$ (33,629,896)	\$ (30,017,071)	89%
TOTAL	\$ (58,896,856)	\$ (57,932,770)	\$ (52,467,979)	91%
USES BY EXPENSE TYPE:				
FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Salaries/Wages	\$ 36,621,724	\$ 38,115,547	\$ 33,534,292	88%
Employee Benefits	\$ 12,614,736	\$ 13,095,526	\$ 11,382,622	87%
Contracted Services	\$ 180,624	\$ 233,571	\$ 110,557	47%
Supplies	\$ 6,952,436	\$ 7,324,933	\$ 5,326,712	73%
Travel	\$ 180,619	\$ 292,086	\$ 172,386	59%
Equipment	\$ 888,722	\$ 735,551	\$ 648,340	88%
Grants to Students	\$ 1,108,970	\$ 1,077,584	\$ 775,805	72%
Other(F,P,S,T)	\$ (1,123,600)	\$ (3,690,686)	\$ (3,763,491)	102%
TOTAL	\$ 57,424,230	\$ 57,184,112	\$ 48,187,221	84%
USES BY PROGRAM:				
EXPENSES BY PROGRAM	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Instruction	\$ 38,689,604	\$ 39,552,599	\$ 33,479,937	85%
Primary Support	\$ 3,864,023	\$ 3,204,223	\$ 2,908,991	91%
Library	\$ 1,093,916	\$ 1,102,823	\$ 922,183	84%
Student Srvs	\$ 5,213,748	\$ 5,921,081	\$ 4,939,876	83%
Institutional Support	\$ 4,096,792	\$ 2,926,473	\$ 2,147,057	73%
Plant Oper&Maintens	\$ 4,466,147	\$ 4,476,913	\$ 3,789,178	85%
Grand Total	\$ 57,424,230	\$ 57,184,112	\$ 48,187,221	84%

Operating Funds History and Projections

NORTH SEATTLE COLLEGE

FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
SOURCES:				
State Allocation	\$ (18,013,450)	\$ (16,763,791)	\$ (11,763,769)	70%
State Allocation/Capital	\$ (330,650)	\$ (330,650)	\$ (330,650)	100%
			\$ -	
Local Revenues:			\$ -	
Tuition	\$ (9,769,044)	\$ (7,614,045)	\$ (9,399,246)	123%
Fees	\$ (2,844,694)	\$ (2,924,290)	\$ (2,599,848)	89%
Running Start	\$ (1,626,289)	\$ (1,400,000)	\$ (2,129,346)	152%
International/JEL	\$ (6,909,531)	\$ (5,478,647)	\$ (4,485,533)	82%
Other	\$ (358,341)	\$ (229,079)	\$ (271,267)	118%
Revenue Transfers	\$ 1,641,761	\$ 2,224,300	\$ -	0%
Use of Reserves		\$ (7,605,526)	\$ (2,699,662)	35%
SubTotal	\$ (19,866,137)	\$ (23,027,287)	\$ (21,584,901)	94%
Total	\$ (38,210,237)	\$ (40,121,728)	\$ (33,679,320)	84%
USES BY EXPENSE TYPE:				
FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Salaries/Wages	\$ 23,132,430	\$ 24,810,566	\$ 20,690,597	83%
Employee Benefits	\$ 8,060,585	\$ 8,089,513	\$ 7,012,209	87%
Contracted Services	\$ 74,174	\$ 124,034	\$ 28,511	23%
Supplies	\$ 3,374,094	\$ 4,199,569	\$ 2,738,421	65%
Travel	\$ 94,433	\$ 125,997	\$ 75,564	60%
Equipment	\$ 454,823	\$ 1,047,245	\$ 501,300	48%
Grants to Students	\$ 1,003,946	\$ 923,473	\$ 942,893	102%
Other(F,P,S,T)	\$ (660,069)	\$ (289,281)	\$ 332,407	-115%
Total	\$ 35,534,416	\$ 39,031,116	\$ 32,321,902	83%
USES BY PROGRAM:				
EXPENSES BY PROGRAM	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Instruction	\$ 22,374,121	\$ 23,674,241	\$ 20,923,727	88%
Primary Support	\$ 3,749,719	\$ 3,749,899	\$ 2,504,667	67%
Library	\$ 707,747	\$ 716,234	\$ 662,608	93%
Student Svcs	\$ 3,126,238	\$ 4,002,985	\$ 2,935,710	73%
Institutional Support	\$ 2,337,866	\$ 3,882,347	\$ 2,394,242	62%
Plant Oper&Maintens	\$ 3,238,725	\$ 3,005,410	\$ 2,900,949	97%
Grand Total	\$ 35,534,416	\$ 39,031,116	\$ 32,321,902	83%

Operating Funds History and Projections

SOUTH SEATTLE COLLEGE

FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
SOURCES:				
State Allocation	\$ (20,528,679)	\$ (19,067,902)	\$ (14,924,558)	78%
State Allocation/Capital	\$ (396,800)	\$ (396,800)	\$ (396,800)	100%
			\$ -	
Local Revenues:			\$ -	
Tuition	\$ (9,143,081)	\$ (8,089,518)	\$ (7,980,575)	99%
Fees	\$ (2,974,985)	\$ (2,018,525)	\$ (2,864,467)	142%
Running Start	\$ (2,202,711)	\$ (3,200,000)	\$ (2,708,347)	85%
International,IEL	\$ (4,816,124)	\$ (4,775,200)	\$ (4,778,739)	100%
Other	\$ (765,077)	\$ (353,200)	\$ (866,317)	245%
Revenue Transfer	\$ 3,031,106	\$ (739,128)	\$ 488	0%
Use of Reserves		\$ (1,075,618)	\$ (1,075,618)	100%
SubTotal	\$ (16,870,872)	\$ (20,251,189)	\$ (20,273,575)	100%
Total	\$ (37,796,351)	\$ (39,715,891)	\$ (35,594,933)	90%
USES BY EXPENSE TYPE:				
FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Salaries/Wages	\$ 22,250,446	\$ 23,031,387	\$ 19,585,230	85%
Employee Benefits	\$ 7,462,012	\$ 7,350,520	\$ 6,387,386	87%
Contracted Services	\$ 35,856	\$ 160,210	\$ 38,616	24%
Supplies	\$ 4,587,855	\$ 6,137,076	\$ 3,955,573	64%
Travel	\$ 267,855	\$ 286,356	\$ 165,313	58%
Equipment	\$ (130,745)	\$ 287,265	\$ 383,253	133%
Grants to Students	\$ 5,222,671	\$ 4,211,912	\$ 3,823,947	91%
Other(F,P,S,T)	\$ (2,545,450)	\$ (2,108,816)	\$ (1,141,084)	54%
Total	\$ 37,150,501	\$ 39,355,910	\$ 33,198,235	84%
USES BY PROGRAM:				
EXPENSES BY PROGRAM	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Instruction	\$ 22,861,873	\$ 24,867,468	\$ 21,243,438	85%
Primary Support	\$ 2,834,917	\$ 2,209,909	\$ 1,540,741	70%
Library	\$ 656,491	\$ 653,030	\$ 632,854	97%
Student Svcs	\$ 4,144,148	\$ 4,286,409	\$ 3,791,400	88%
Institutional Support	\$ 3,372,801	\$ 2,460,618	\$ 2,485,276	101%
Plant Oper&Maintens	\$ 3,280,270	\$ 4,878,476	\$ 3,504,525	72%
Grand Total	\$ 37,150,501	\$ 39,355,910	\$ 33,198,235	84%

Operating Funds History and Projections

DISTRICT

FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
SOURCES:				
State Allocation	\$ (9,689,450)	\$ (12,825,107)	\$ (7,212,719)	56%
State Allocation/Capital		\$ -	\$ -	
			\$ -	
Local Revenues:			\$ -	
Tuition		\$ (5,315,758)	\$ -	0%
Fees	\$ (111,347)	\$ (200,000)	\$ (855,389)	
Running Start			\$ -	
International, IEL			\$ -	
Other	\$ (703,580)	\$ (1,000,000)	\$ (217,661)	22%
Revenue Transfers	\$ 14,571	\$ 130,196	\$ (899,391)	
Use of Reserves		\$ (500,000)	\$ (479,981)	96%
SubTotal	\$ (800,356)	\$ (6,885,562)	\$ (2,452,421)	36%
Total	\$ (10,489,806)	\$ (19,710,669)	\$ (9,665,141)	49%
USES BY EXPENSE TYPE:				
FISCAL YEAR	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Salaries/Wages	\$ 6,745,267	\$ 10,824,336	\$ 9,184,260	85%
Employee Benefits	\$ 2,550,048	\$ 4,405,183	\$ 3,292,767	75%
Contracted Services	\$ 76,513	\$ 222,839	\$ 183,197	82%
Supplies	\$ 3,892,178	\$ 6,350,360	\$ 2,737,799	43%
Travel	\$ 127,880	\$ 302,073	\$ 118,210	39%
Equipment	\$ 137,679	\$ 157,090	\$ 133,968	85%
Grants to Students	\$ 1,650		\$ 1,350	
Other(F,P,S,T)	\$ (969,217)	\$ (2,668,161)	\$ (1,025,036)	38%
			\$ -	
Total	\$ 12,561,997	\$ 19,593,720	\$ 14,626,514	75%
USES BY PROGRAM:				
EXPENSES BY PROGRAM	ACTUAL 2017/18	1819FY Budget	YTD as of May'19	% of Budget
Instruction	\$ 263,185	\$ 482,684	\$ 226,866	47%
Primary Support		\$ 4,082,913	\$ 3,184,001	78%
Library	\$ 200,606	\$ 359,459	\$ 272,702	76%
Student Svcs	\$ 405,940	\$ -	\$ -	
Institutional Support	\$ 14,160	\$ 14,373,811	\$ 10,451,851	73%
Plant Oper&Maintens	\$ 11,678,106	\$ 294,853	\$ 491,094	167%
Grand Total	\$ 12,561,997	\$ 19,593,720	\$ 14,626,515	75%

MEMORANDUM

TO: Board of Trustees

FROM: Susan Dresser
Interim Sr. Director of Financial Reporting

DATE: July 8, 2019

SUBJECT: Investments Overview May 31, 2019

Background

To ensure the Board of Trustees are updated regularly on financial matters, the portfolio of investments as of May 31, 2019 is presented. This material has been reviewed by the Board Finance Subcommittee and is shared for informational purposes.

Recommendation

No approval necessary.

Submitted by:



Susan Dresser, Interim Sr. Director of Financial Reporting

Transmitted to the Board with a favorable recommendation.

Shouan Pan, Ph.D.
Chancellor



FY19 INVESTMENT OVERVIEW AS OF 5/31/2019

Finance Sub-Committee Report

July 1, 2019

OVERVIEW

- Investments
 - Source of funds
 - Purpose of investment
 - How we invest
 - Portfolio Summary as of 5/31/2019
 - Maturity Distribution
 - Yield to Maturity as of 5/31/19

SOURCE OF FUNDS

- Where do our investment dollars come from?
 - When colleges collect tuition and fees in excess of what is required for current expenditures, we add to reserves and these are invested.
 - Another example is when International programs were growing and fees above what was needed for current expenditures could be invested.
 - In our current environment where allocation plus local revenue may not cover current needs, we rely to some extent on our invested reserves to cover that shortfall.

PURPOSE OF INVESTMENT

- **With Safety and Liquidity, EARN \$ within legal bounds**
- From the Guide to Public Fund Investing for Local Governments:

II. PRUDENCE IN INVESTMENTS

What does a successful investment program for public funds look like? It focuses on **safety** and **liquidity** of funds as its primary objectives, seeks to **maximize return**, and operates **within the bounds of legality**. It employs defined strategies and procedures in pursuit of these objectives. Insofar as

HOW WE INVEST

- Cash and Short term - Liquid
 - Checking account – analysis earnings help offset fees.
 - LGIP – Earnings are reinvested. Office of the State Treasurer invests where funds can be disbursed at any time.
- Long term - Expect to hold for more than one year
 - As agencies of the State of Washington CTC's including Seattle Colleges invests in Treasuries and U.S. Agency Bonds.
 - Earnings are distributed based on pooled cash balances.

HOW WE INVEST (CONTINUED)

- Examples of Seattle Colleges bond holdings as of 5/31/19 include:
 - Government sponsored enterprises (GSE's) Federal Farm Credit Bank (FFCB), Federal Home Loan Bank (FHLB), Federal Home Loan Mortgage Corp (FHLMC), Federal National Mortgage Association (FNMA), issue agency bonds.
 - Financing Corporation (FICO) is a U.S. Government agency.
 - U.S. Treasury bonds back zero coupon Treasury securities issued by FICO.
 - Resolution Funding Corporation (RFCSP) securities are obligations of the U.S. Treasury.

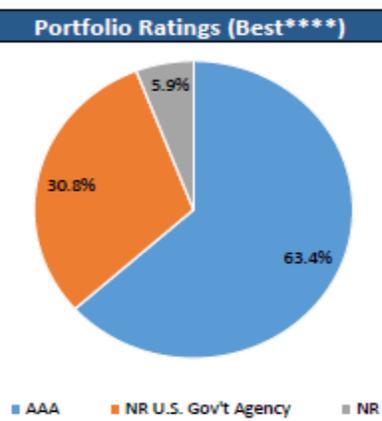
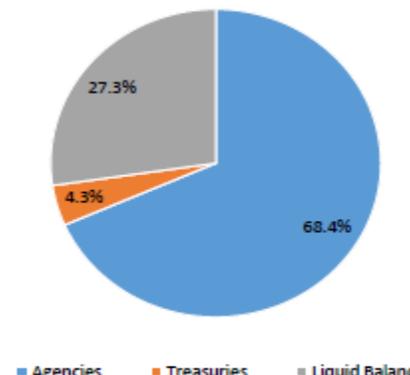
PORTFOLIO SUMMARY 5/31/2019

Seattle Colleges



Portfolio Summary	
Wgtd Avg YTM *	1.77%
Wgtd Avg YTM with Liq. Bal.*	1.97%
Wgtd Avg YTW **	1.72%
Wgtd Avg Mat (no call)	1.32 yrs
Wgtd Avg Mat with Liq. Bal.	0.96 yrs
Wgtd Avg Mat (all called)	0.66 yrs
Market Value 4/30/2019	53,375,968
Market Value 5/31/2019	53,576,942
Difference	200,974
Par Value	54,233,000
Liquid Balances	20,382,023
Total Par with Liquid Bal.	74,615,023
Curent MV with Liquid Bal.	73,958,965

Portfolio Composition (incl. Liquid Balances)			
Sector	Par Value	YTM *	Weight
Agencies	51,058,000	1.72%	68.4%
Treasuries	3,175,000	2.48%	4.3%
Certificates of Deposit			
Municipal Bonds			
Corporate Bonds			
Mortgages			
Commercial Paper			
Total	54,233,000	1.77%	72.7%
Account Name	Balance	Rate	Weight
LGIP	20,382,023	2.49%	27.3%
Checking	0		0.0%
Savings	0		0.0%
Other	0		0.0%
Total Liquid Balances	20,382,023	2.49%	27.3%



**** All ratings are shown in S&P format. Ratings Do Not Include Liquid Balances.

* Purchase Yield to Maturity

** Purchase Yield to Worst

Performance versus Benchmark as of 5/31/2019

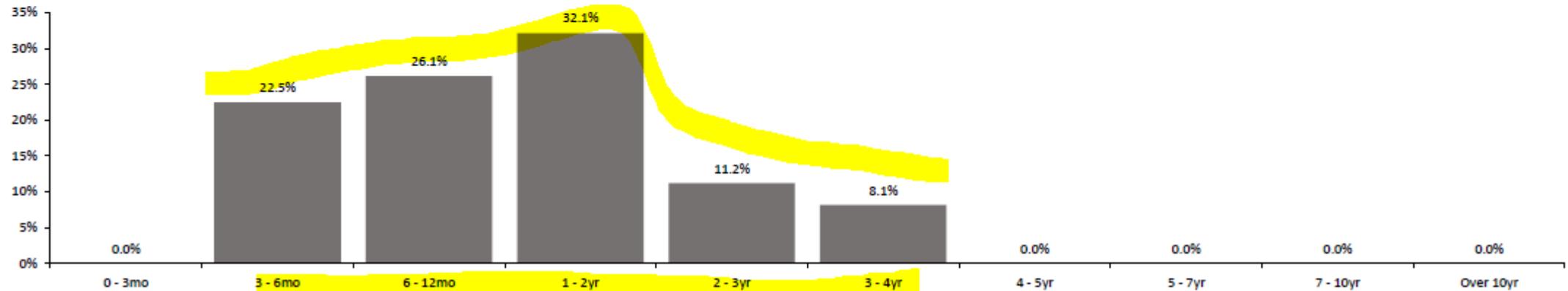
	1Yr Average	As of 5/31/2019	1Mo Ago	3Mos Ago	6Mos Ago	9Mos Ago	As of 12/31/2018	1Yr Ago	3Yrs Ago	5Yrs Ago
Yield to Maturity:										
Portfolio	1.83%	1.77%	2.13%	2.13%	1.55%	n/a	1.63%	n/a	n/a	n/a
2-Year Treasury	2.57%	2.06%	2.27%	2.52%	2.80%	2.62%	2.48%	2.40%	0.44%	0.37%
Fed Funds	2.28%	2.50%	2.50%	2.50%	2.25%	2.00%	2.50%	1.75%	0.50%	0.25%
LGIP (per most recent month end)	2.28%	2.49% (05/19)	2.54% (04/19)	2.51% (02/19)	2.28% (11/18)	2.01% (08/18)	2.37% (12/18)	1.79% (05/18)		n/a

MATURITY DISTRIBUTION 5/31/2019



Seattle Colleges

Maturity Distribution



YIELD TO MATURITY AS OF 5/31/2019

Portfolio Details - Sorted by Maturity

#	CUSIP/Sec-ID	Sec Desc 1	Weight	Par Value	Coupon *	Settle Dt	Mat Dt	Nxt Call Dt	Rating ***	YTM **	YTW **	Duration	Call Type	Estimated Bps to Call	Estimated Redem. Date
1	3136G34L6	FNMA 1 1/8 09/06/19	5.5%	3,000,000	1.13	9/15/2016	9/6/2019		AAA	1.09	1.03	0.27	Onetime		9/6/2019
2	3130A6GD3	FHLB 1 1/2 09/25/19	8.3%	4,500,000	1.50	9/30/2015	9/25/2019	6/6/2019	AAA	1.37	1.23	0.32	Anytime	(105)	9/25/2019
3	31771KAA5	FICO 0 09/26/19	8.6%	4,690,000	0.00	3/2/2016	9/26/2019		NR AGY	1.19	1.19	0.32			9/26/2019
4	3133EFRM1	FFCB 1.64 12/02/19	5.5%	3,000,000	1.64	12/2/2015	12/2/2019	6/6/2019	AAA	1.57	1.37	0.49	Anytime	(84)	12/2/2019
5	3133EFZT7	FFCB 1.4 02/24/20	5.5%	3,000,000	1.40	3/2/2016	2/24/2020	6/6/2019	AAA	1.36	1.25	0.72	Anytime	(102)	2/24/2020
6	3133EFV20	FFCB 1.49 03/30/20	5.6%	3,025,000	1.49	4/1/2016	3/30/2020	6/6/2019	AAA	1.41	1.18	0.82	Anytime	(90)	3/30/2020
7	3133EF2L0	FFCB 1.4 04/13/20	5.8%	3,130,000	1.40	9/21/2017	4/13/2020	6/6/2019	AAA	1.53	1.53	0.86	Anytime	(96)	4/13/2020
8	3133EGBL8	FFCB 1.37 05/19/20	3.7%	2,000,000	1.37	5/19/2016	5/19/2020	6/6/2019	AAA	1.33	1.23	0.95	Anytime	(96)	5/19/2020
9	76116FAD9	RFCSP 0 07/15/20	4.5%	2,445,000	0.00	6/12/2018	7/15/2020		NR AGY	2.53	2.53	1.11			7/15/2020
10	76116FAE7	RFCSP 0 10/15/20	6.0%	3,234,000	0.00	11/3/2016	10/15/2020		NR AGY	1.36	1.36	1.36			10/15/2020
11	3134GAZT4	FHLMC 1 3/4 12/30/20	4.1%	2,250,000	1.75	1/6/2017	12/30/2020	6/30/2019	AAA	1.80	1.80	1.53	Quarterly	(37)	12/30/2020
12	76116FAG2	RFCSP 0 01/15/21	5.9%	3,178,000	0.00	7/31/2017	1/15/2021		NR AGY	1.68	1.68	1.61			1/15/2021
13	76116FAG2	RFCSP 0 01/15/21	5.8%	3,146,000	0.00	1/7/2019	1/15/2021		NR AGY	2.38	2.38	1.61			1/15/2021
14	912833LD0	S 0 05/15/21	5.9%	3,175,000	0.00	1/23/2019	5/15/2021		NR	2.48	2.48	1.94			5/15/2021
15	3134GAAE4	FHLMC 1 5/8 08/25/21	5.5%	3,000,000	1.63	1/7/2019	8/25/2021	8/25/2019	AAA	2.50	2.50	2.13	Quarterly	(41)	8/25/2021
16	3133EHS20	FFCB 2.09 11/15/21	5.6%	3,050,000	2.09	12/8/2017	11/15/2021	6/6/2019	AAA	2.14	2.14	2.11	Anytime	(10)	11/15/2021
17	3133EFQ26	FFCB 2.15 09/21/22	3.7%	2,000,000	2.15	1/7/2019	9/21/2022	6/6/2019	AAA	2.60	2.60	2.87	Anytime	(14)	9/21/2022
18	3130AFE78	FHLB 3 12/09/22	4.4%	2,410,000	3.00	1/7/2019	12/9/2022		AAA	2.41	2.41	3.29			12/9/2022
TOTAL and AVERAGES				54,233,000	1.06		1.32 yrs	0.66 yrs		1.77	1.72	1.25			

* Semi-Annual interest payment

** Yields calculated using cost price, at settlement date

*** NR AGY = Non-Rated U.S. Government Agency

Current yield to maturity is 1.77%, held down by bonds purchased in 2015 and 2016 when returns were lower. You will note at the top of the above list three bonds purchased in 2015 and 2016 will mature Sept. 2019. Upon reinvestment of proceeds from these maturities in similar bonds at estimated rates as of today, our estimated portfolio yield to maturity will be above 2%.

MEMORANDUM

TO: Board of Trustees

FROM: Kurt R. Buttleman, *Vice Chancellor – Academic & Student Success*

DATE: July 11, 2019

SUBJECT: Spring Quarterly Enrollment Report

Following are quarterly enrollment reports summarizing the numbers of FTES (Full Time Equivalent Students) at the Seattle Colleges by the categories of:

- State Funded FTES – credits taken by students in courses that are funded by a combination of legislative appropriation of state funds plus student tuition
- International FTES – credits taken by students in contract supported courses that are funded by tuition paid by international students
- Running Start FTES – credits taken by students in contract supported courses that are funded by contracts with K-12 school districts

As a reminder, one Full-Time Equivalent Student (FTES) is the equivalent of one student enrolled for 15 community college credits per quarter.

Examples:

- One student taking a full academic load of 15 credits is the equivalent of one FTES.
- If three students are each taking one five-credit class, together they total one FTES.
- Annualized FTES are simply Quarterly FTES divided by 3. This is the common way of referring to counts of FTES in higher education.

Analysis as of Spring Quarter 2019

State Funded FTES:

- The District had a decrease of 675 State Funded Quarterly FTES Spring Quarter 2019 compared to the State Funded FTES of Spring Quarter 2018. For the year, Seattle Colleges' total enrollment was 12,352 Annualized FTES which is 710 FTES lower than last year's final total of 13,062. This continues to reflect the on-going budget situation and a continued softening of student demand. Although the trend continues downward, it is not unique to the Seattle Colleges as most of the other community colleges in the nation are experiencing similar challenges.

International FTES:

- The District had a decrease of 443 International Quarterly FTES Spring Quarter 2019 compared to the International FTES of Spring Quarter 2018. For the year, Seattle Colleges' enrollment of International FTES was 2,516 and was 17% lower than last year's final total of 3,033 Annualized FTES. This downward trend has continued since peak enrollment in 2014-15 and is due in part to increased competition and the uncertainty of international politics. It should also be noted that since 2015-16, the Seattle Colleges have been converting International Student FTES of 2% of our total State Funded FTES Allocation per SBCTC Allocation Rules.

Running Start FTES:

- The District had an increase of 136 Running Start Quarterly FTES in Spring Quarter 2019 compared to Running Start FTES of Spring Quarter 2018. For the year, Seattle Colleges' Running Start enrollment was 1,264 Annualized FTES which is 13% higher than last year's enrollment of 1,123 FTES. This increase is due in part to increased transportation options for high school students (i.e., light rail to Central), recent acceptance of the Smarter Balanced test as a placement tool, and efforts to increase awareness of the benefits of the program for students and families. This population of students will become increasingly important to monitor as the Seattle Promise initiative is implemented and the effects of the McCleary decision begin to be fully understood in the K-12 system.

State Funded FTES (Spring 2019 Final)

Year	College	% of		YTD% of	% of		YTD% of	% of		YTD% of	% of		YTD% of	Total	Total		
		Actual Summer	Target	Annual Allocation	Actual Fall	Target	Annual Allocation	Actual Winter	Target	Annual Allocation	Actual Spring	Target	Annual Allocation	Quarterly FTES	Annualized FTES	Annual Target	
2018-19	District	4,604	96%	11%	11,346	88%	38%	10,881	87%	61%	10,224	85%	88%	37,055	÷ 3 =	12,352	14,061
	Central	1,728	96%	11%	4,222	90%	38%	4,122	88%	64%	3,971	88%	90%	14,043	÷ 3 =	4,681	5,183
	North	1,332	103%	11%	3,223	90%	39%	3,099	90%	65%	2,921	87%	90%	10,574	÷ 3 =	3,525	3,922
	South	1,409	90%	10%	3,805	87%	37%	3,600	86%	56%	3,273	83%	86%	12,088	÷ 3 =	4,029	4,677
	SVI	135	75%	16%	96	44%	28%	60	28%	35%	59	27%	42%	350	÷ 3 =	117	278
2017-18	District	4,731	93%	11%	12,168	96%	40%	11,388	90%	66%	10,899	89%	92%	39,186	÷ 3 =	13,062	14,185
	Central	1,585	99%	10%	4,367	95%	39%	4,059	88%	66%	4,028	91%	92%	14,038	÷ 3 =	4,679	5,090
	North	1,325	92%	11%	3,491	95%	40%	3,146	89%	66%	3,172	92%	92%	11,135	÷ 3 =	3,712	4,021
	South	1,701	94%	12%	4,163	103%	42%	4,048	100%	71%	3,559	88%	96%	13,471	÷ 3 =	4,490	4,660
	SVI	120	51%	10%	147	45%	22%	135	39%	32%	141	42%	44%	542	÷ 3 =	181	413
2016-17	District	5,013	97%	12%	11,891	92%	39%	12,057	96%	68%	11,275	92%	94%	40,237	÷ 3 =	13,412	14,298
	Central	1,583	98%	10%	4,103	84%	36%	4,259	91%	63%	4,040	88%	89%	13,984	÷ 3 =	4,661	5,246
	North	1,491	103%	12%	3,392	93%	41%	3,457	99%	69%	3,324	96%	97%	11,665	÷ 3 =	3,888	4,004
	South	1,710	93%	12%	4,105	103%	42%	4,114	103%	72%	3,676	78%	99%	13,605	÷ 3 =	4,535	4,593
	SVI	229	80%	17%	292	81%	38%	228	63%	55%	235	66%	72%	984	÷ 3 =	328	455
2015-16	District	5,003	90%	11%	12,037	89%	38%	11,784	87%	63%	11,485	89%	89%	40,309	÷ 3 =	13,436	15,135
	Central	1,562	93%	9%	4,233	83%	35%	4,120	84%	60%	4,142	87%	85%	14,058	÷ 3 =	4,686	5,484
	North	1,451	96%	12%	3,373	89%	38%	3,325	91%	65%	3,274	92%	91%	11,422	÷ 3 =	3,807	4,184
	South	1,749	88%	12%	4,120	102%	41%	4,084	93%	69%	3,786	94%	95%	13,740	÷ 3 =	4,580	4,810
	SVI	242	61%	12%	310	58%	28%	255	48%	41%	283	55%	55%	1,089	÷ 3 =	363	657
2014-15	District	4,997	90%	11%	11,961	89%	37%	12,136	90%	64%	11,803	92%	90%	40,898	÷ 3 =	13,633	15,135
	Central	1,552	93%	9%	4,318	84%	36%	4,368	89%	62%	4,328	91%	89%	14,566	÷ 3 =	4,855	5,484
	North	1,552	103%	12%	3,433	90%	40%	3,446	94%	67%	3,391	95%	94%	11,823	÷ 3 =	3,941	4,184
	South	1,609	81%	11%	3,900	97%	38%	4,058	93%	66%	3,783	94%	93%	13,350	÷ 3 =	4,450	4,810
	SVI	284	72%	14%	310	58%	30%	264	50%	44%	301	59%	59%	1,159	÷ 3 =	386	657
2013-14	District	5,341	99%	12%	12,124	91%	39%	13,672	104%	70%	13,040	103%	99%	44,177	÷ 3 =	14,726	14,847
	Central	1,622	97%	10%	4,625	91%	38%	5,237	108%	70%	5,416	115%	103%	16,901	÷ 3 =	5,634	5,446
	North	1,535	101%	12%	3,407	91%	40%	3,821	106%	71%	3,306	95%	98%	12,069	÷ 3 =	4,023	4,117
	South	1,857	99%	13%	3,732	93%	40%	4,267	103%	71%	3,952	102%	99%	13,807	÷ 3 =	4,602	4,631
	SVI	327	102%	17%	360	73%	35%	347	65%	53%	366	60%	71%	1,400	÷ 3 =	467	653

International FTES (Spring 2019 Final)								
Year	College	Summer	Fall	Winter	Spring	Total Quarterly FTES	÷ 3 =	Total Annualized FTES
2018-19	District	1,298	2,227	1,999	2,023	7,547	÷ 3 =	2,516
	Central	659	1,218	1,069	1,093	4,039	÷ 3 =	1,346
	North	323	491	443	454	1,711	÷ 3 =	570
	South	316	518	487	476	1,797	÷ 3 =	599
2017-18	District	1,551	2,661	2,421	2,466	9,099	÷ 3 =	3,033
	Central	745	1,336	1,226	1,275	4,582	÷ 3 =	1,527
	North	468	753	661	655	2,537	÷ 3 =	846
	South	338	573	534	536	1,980	÷ 3 =	660
2016-17	District	1,571	3,059	2,934	2,850	10,414	÷ 3 =	3,471
	Central	785	1,513	1,454	1,428	5,180	÷ 3 =	1,727
	North	455	922	869	848	3,095	÷ 3 =	1,032
	South	331	624	611	574	2,140	÷ 3 =	713
2015-16	District	2,012	3,583	3,143	3,056	11,794	÷ 3 =	3,931
	Central	968	1,771	1,553	1,544	5,836	÷ 3 =	1,945
	North	563	1,057	933	886	3,440	÷ 3 =	1,147
	South	481	754	658	625	2,518	÷ 3 =	839
2014-15	District	2,065	3,760	3,740	3,722	13,287	÷ 3 =	4,429
	Central	1,158	2,153	2,048	1,947	7,307	÷ 3 =	2,436
	North	560	1,020	1,046	1,058	3,684	÷ 3 =	1,228
	South	347	587	647	716	2,297	÷ 3 =	766
2013-14	District	1,932	3,516	3,418	3,476	12,342	÷ 3 =	4,114
	Central	929	1,937	1,915	1,994	6,774	÷ 3 =	2,258
	North	715	1,142	1,094	1,032	3,983	÷ 3 =	1,328
	South	289	437	409	451	1,585	÷ 3 =	528
2012-13	District	1,500	2,973	2,903	3,224	10,600	÷ 3 =	3,533
	Central	750	1,679	1,579	1,680	5,687	÷ 3 =	1,896
	North	534	911	947	1,132	3,524	÷ 3 =	1,175
	South	216	383	377	412	1,389	÷ 3 =	463

Running Start FTES(Spring 2019 Final)

Year	College	Summer	Fall	Winter	Spring	Total Quarterly FTES	÷ 3 =	Total Annualized FTES
2018-19	District		1,327	1,286	1,180	3,793	÷ 3 =	1,264
	Central		561	543	504	1,608	÷ 3 =	536
	North		351	333	282	966	÷ 3 =	322
	South	0.7	415	410	394	1,219	÷ 3 =	406
2017-18	District		1,200	1,125	1,044	3,368	÷ 3 =	1,123
	Central		512	478	426	1,416	÷ 3 =	472
	North		297	264	257	818	÷ 3 =	273
	South		391	383	361	1,135	÷ 3 =	378
2016-17	District	0.8	934	898	833	2,666	÷ 3 =	889
	Central		325	317	308	950	÷ 3 =	317
	North		294	262	228	785	÷ 3 =	262
	South	0.8	309	313	293	916	÷ 3 =	305
	SVI		6	5	4	15	÷ 3 =	5
2015-16	District	3.1	756.8	745.1	692.4	2197.5	÷ 3 =	732
	Central		262	252	235	749	÷ 3 =	250
	North	0.8	235	232	198	666	÷ 3 =	222
	South	1.0	244	245	242	732	÷ 3 =	244
	SVI	1.3	15	17	18	51	÷ 3 =	17
2014-15	District	0	670	665	631	1,967	÷ 3 =	656
	Central		213	215	192	620	÷ 3 =	207
	North		221	212	197	630	÷ 3 =	210
	South	0.3	224	220	219	663	÷ 3 =	221
	SVI		13	18	22	53	÷ 3 =	18
2013-14	District		616	602	550	1,768	÷ 3 =	589
	Central		223	218	183	624	÷ 3 =	208
	North		211	200	178	589	÷ 3 =	196
	South		163	167	167	497	÷ 3 =	166
	SVI		19	16	22	58	÷ 3 =	19
2012-13	District	0.3	545	516	493	1,555	÷ 3 =	518
	Central		229	215	194	639	÷ 3 =	213
	North		165	159	141	464	÷ 3 =	155
	South	0.3	133	130	137	401	÷ 3 =	134
	SVI		18	12	20	51	÷ 3 =	17

MEMORANDUM

To: Board of Trustees
From: Kurt Buttleman
Date: July 18, 2019
Subject: Policy 366 – First Reading

Background

During the 2019 Legislative Session, Senate Bill #5166 was passed that requires an amendment to our current policy #366: Absences for Reasons of Faith or Conscience. The most significant changes resulting from SB #5166 are elimination of the limit of “up to two days per academic year” and the requirement that notice of the policy must be included “in course or program syllabi.”

The attached draft policy is still being reviewed by internal stakeholders, but we wanted to bring this to the Board for first reading at your July meeting so that we can adopt the final policy prior to the start of Fall Quarter in September.

Recommendation

It is the recommendation of the administration for the Board of Trustees to review the proposed policy.

Submitted by:



Dr. Kurt R. Buttleman
Vice Chancellor for Academic and Student Success

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Shouan Pan
Chancellor

Seattle College District Policy

NUMBER: 3636

TITLE: Student Absences for Reasons of Faith or Conscience

Adopted Date: 7/9/2015 Last Revised:

~~College students are entitled to take absences from classes up to two days per academic year for reasons of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization. Reference: [RCW 28B.10.039 - Holidays/Faith & Conscience](#).~~

~~Students may select the two days on which he or she needs to be absent based on reasons of faith and conscience. The absences from classes up to two days must be taken during the academic year. Each holiday taken under this policy must be taken as a whole day i.e. the day may not be divided into hours and taken piecemeal.~~

~~Students' grades may not be adversely impacted by absences authorized under this policy.~~

~~A student intending to take absences from classes up to two days per academic year must talk with each instructor to make arrangements to take a test before or after the originally scheduled date.~~

Seattle Colleges will grant reasonable accommodation so that students who are absent for reasons of faith or conscience, or for an organized activity conducted under the auspices of a religious denomination, church, or religious organization will not have their grades or other learning opportunities from the class be negatively affected. Such absences must be requested in writing within the first two weeks of the quarter.

Faculty must include the approved language references this policy in their syllabi. This policy and the associated procedure will be posted on the institutional website. Students who have concerns about approval or a grade impact may utilize the student grievance procedure for concerns not directly related to grades, or to the grade appeal process in cases impacting a final grade (WAC 132F-121-090).

Reference: [RCW 28B.10.039 - Holidays/Faith & Conscience](#).

~~*Board of Trustees - Revision & Adoption History*~~

~~*Adopted: 7/09/2015*~~

MEMORANDUM

TO: Board of Trustees
FROM: Shouan Pan, Chancellor
DATE: July 18, 2019
SUBJECT: Report to the Board of Trustees

I. Student Success**The 2019 Seattle Colleges Commencement**

On Friday, June 14, Seattle Colleges held the 2019 Commencement at T-Mobile Field. District-wide faculty and staff, together with the Board of Trustees, gave our graduates, over 1,200 of them, a very memorable sendoff. The pre-commencement Reception was well organized and well attended by state legislators, special supporters and friends of Seattle colleges, as well as our faculty and staff.

II. Organizational Excellence**The 2019 Summer Institute - Great Teachers for the 21 Century**

On June 19 and 20, the Faculty Development Coordinator, Dr. Yilin Sun, and the District Faculty Development Committee successfully planned and offered a two-day Summer Institute: Great Teachers for the 21st Century. The theme of the Summit was “Integrating innovative teaching and learning strategies to close gaps and increase accessibility.” Twenty eight part- and full-time faculty members attended the Summit and enjoyed learning and discussing innovative and field-proven practices in teaching and learning. Feedback from the faculty participants was very positive.

Senior Leadership Transition

With Jennifer Howard retiring from her role as interim vice chancellor of administrative services, Chancellor Pan, in consultation with members of the Chancellor’s Executive Cabinet and union leaders, appointed two Search Committees and launched a national search for vice chancellor of Human Resources and vice chancellor for Finance and Operations. The searches, including interviews and open forums, will take place between the months of September and November. They are scheduled to conclude in early- to mid-December.

Meanwhile, Chancellor Pan appointed Jennifer Dixon as interim VC for HR and Jennifer Strother as interim VC for Finance and Operations.

Dr. Kurt Buttleman Appointed Vice Chancellor for Academic and Student

On July 1, 2019, Chancellor Pan announced the appointment of Dr. Kurt Buttleman as the permanent Vice Chancellor for Academic and Student Success. Dr. Buttleman has been serving as the Interim Vice Chancellor since January 2018. During this time, he has provided strong leadership on a number of district-wide strategic initiatives including Star Fish, ctcLink, Seattle Promise, Seattle Pathways, Common areas of Study, ASI, etc.

III. Partnerships**King County Promise/ K-12-HigherEd Partnership Proposal**

King County is expected to receive approximately \$318 million in PSTAFF funds in the next 9 years. Various educational and community organizations have been lobbying King County Council members for a share of these funds. King County's CTCs have been working with the Puget Sound College and Career Network to advocate for an investment in postsecondary education. Seattle Colleges presidents, chancellor and director of governmental relations have all been actively engaged in this advocacy.

Next week, the Council will vote on how much of the \$318 million in PSTAA funds will go to create a student support system that spans high school to college to career pathways and delivers post-secondary credentials at the levels now required by our economy. We specifically have asked the County Council to invest 40% of these funds to help over 140,000 youth achieve their goals and support our economically growing communities creating.

To avoid confusion with Seattle Promise and to stress that resources, beyond tuition assistance, are needed to help under-served CTC students in the county to complete a postsecondary credential, our proposal no longer centers on King County Promise; rather it is called the K-12 HigherEd Partnership Proposal.

Exploring Workforce Affordable Housing with Capitol Hill Housing Authority

As part of the property exchange agreement involving the Sound Transit light rail system, Seattle Central College, and the Capitol Hill Housing Authority (CHHA), CHHA has proposed to designate the housing units (to be erected on a small patch of land next to the Light Rail Entrance on the west side of Broadway) to LGBTQ housing. In addition, the CHHA are working with Seattle Colleges on a MOU that sets partnership agreements to jointly promote planned affordable units at Station House to Seattle Colleges employees. The Station House, being built on the east side of Broadway, next to Seattle Central Campus, has 110 units. This is a welcoming development.

IV. Pride Points

Chancellor Pan Contributed to AACC Article on “Promoting Diversity at the Top”

The June/July Issue 2019 Issue of *the Community College Journal* has a featured article, entitled “Promoting Diversity at the Top.” *Dr. Shouan Pan was interviewed and featured in the article.*

MEMORANDUM

TO: Board of Trustees
FROM: North Seattle College President Dr. Warren Brown
DATE: June 27, 2019
SUBJECT: Report to the Board of Trustees

I. Institutional Excellence

- **Physics Instructor Awarded Prestigious Fulbright**

NSC physics faculty member, Tracy Furutani, has been awarded a Fulbright by the U.S. Department of State's Bureau of Educational and Cultural Affairs and World Learning. As part of the three-year tenure, Furutani will be matched with projects designed by host institutions in more than 150 countries around the world. Furutani plans to travel to Russia this fall to continue the work started by fellow Fulbright scholar, NSC President Warren Brown. The two traveled to Russia in April and President Brown signed a partnership agreement with Amur State University to engage in program, faculty, student and curriculum exchanges.

- **Making Learning Visible**

On June 6, the campus came together for the annual Making Learning Visible symposium, which showcases student and faculty work from the past year.

II. Pride Points

- **North Awarded Gold Level Recognition in Commute Trip Reduction**

North was recently named a 2019 Commute Trip Reduction (CTR) Gold Champion by Commute Seattle and the Seattle Department of Transportation. North earned this recognition through providing an outstanding commuter program and top-level transportation benefits to its employees.

- **North Celebrates Graduation**

NSC celebrated the graduation of more than 1,000 graduates this year with a campus Grad Fair party. At the party, President Brown awarded sociology instructor Geoff Palmer with the 2019 Distinguished Alumni Award. The following day, NSC graduate and King County Judge David Keenan delivered a speech at the graduation ceremony for North's Adult Basic Education students. Finally, the college helped mark history at the Seattle Colleges commencement ceremony when Executive Director for Institutional Effectiveness Dr. Stephanie Dykes performed the national anthem during the ceremony. This marked the first time an out transgender woman sang the national anthem at a Seattle Colleges Commencement ceremony.

III. External Affairs

- **Community Fair to Celebrate North End**

Members of North's communications and outreach teams had a successful both at an annual community event known as Celebrate North. The college representatives spoke to community members about program offerings and how to enroll.



MEMORANDUM

TO: Board of Trustees
FROM: Sheila Edwards Lange, Ph.D., President
DATE: July 11, 2019
SUBJECT: Seattle Central College monthly report

STUDENT SUCCESS

Alumni return for year-end celebrations

Seattle Central welcomed back nearly 60 alumni and 2019 graduates for the college's inaugural Alumni and Community Celebration last month. The event was hosted by Seattle Central's Office of Strategic Partnerships in collaboration with the college's newly formed Alumni Board. Alumni were able to reconnect with each other and reminisce about their time at Seattle Central.

INSTITUTIONAL EXCELLENCE

Juneteenth celebration commemorates resilience of African Americans

Seattle Central celebrated collective liberation and Black resilience at the inaugural Juneteenth event in June. The two-day campus-wide event encouraged the college community to come together to commemorate, remember, honor and celebrate the freedom and resilience of African Americans after the Emancipation Proclamation abolished the institution of slavery in Confederate states. Highlights from the event included an inter-generational talking circle focused on healing, and guest poet Natasha Marin, who led an interactive poetry workshop for students to figure out how their family ancestry informs their habits, goals and ideas about the world.

CLIPS successfully adds more student seating

Earlier in Spring Quarter, Seattle Central added additional student seating to the third floor of the Broadway Edison (BE) building, thanks to the work of the Communities of Learning, Inquiry and Practice (CLIPS) initiative. A small committee formed and focused on providing more student seating to decrease the number of students sitting on the floor in the halls.

EXTERNAL AFFAIRS

Retirees return to Seattle Central

In late May, Seattle Central invited former employees to gather for the first retiree luncheon. The event gave more than 25 retirees the opportunity to visit the college, reminisce about their favorite memories and rekindle old friendships. President Sheila Edwards Lange, Ph.D. and Seattle Colleges Chancellor Shouan Pan, Ph.D., thanked retirees for their service and gave an update about recent college and district initiatives.

PRIDE POINTS

Alum earns UW award

Last month, Seattle Central alumna Marisa De Luccia received the University of Washington's President Medal. The award is given to graduating seniors who have achieved the most distinguished academic record at the university. De Luccia was recognized at UW's commencement ceremony.

MEMORANDUM

TO: Board of Trustees
FROM: Rosie Rimando-Chareunsap, President
DATE: July 11, 2019
SUBJECT: Report to the Board of Trustees

I. Student Success

- On June 14, Seattle Colleges graduates were celebrated with a combined commencement ceremony at T-Mobile Park. South conferred a total of 916 awards, including 467 associate transfer degrees, 294 professional and technical degrees and certificates, 122 high school diplomas or equivalents, and 33 bachelor of applied science degrees. Smaller celebrations for Career Link, Aviation Maintenance A&P Seminar (transitioning military), and international students were held earlier in the month as well.
- Waste Management has donated two used trucks to the Diesel & Heavy Equipment Technology program at South, creating new opportunity for students to learn the ins-and-outs of these high-tech vehicles in preparation for careers servicing large engines that power buses, trucks, construction equipment and ships. With the generous donation, students have expanded access to current electrical and electronic systems, automatic transmission assemblies and controls, compressed natural gas engine configurations, heavy system hydraulics and more to hone their skills.

II. Institutional Excellence

- As the final step in the accreditation process for South, President Rosie Rimando-Chareunsap appeared at the June 21, 2019 meeting of the NWCCU Board of Commissioners in Park City, Utah. The meeting provided President Rimando-Chareunsap with an opportunity to present a brief statement to the Commissioners, and a question-and-answer session related to aspects of South's recent accreditation evaluation and reports. The President's report also included an outline of the action steps that the college is committed to taking to address the 5 Recommendations received at the conclusion of the Year Seven Mission Fulfillment and Sustainability accreditation visit that occurred April 24-26, 2019. Following this meeting, the Board of Commissioners will inform the College of the actions taken, including a formal notification of our reaffirmation of accreditation in the coming weeks.

III. Pride Points

- Lynn Christiansen, Program Specialist 2 for Running Start, was presented with the 2019 TRIO Ida B. Wells Award for Educational Access on May 29 for her strong support of student success with Upward Bound and Running Start students over many years.



June 26, 2019

To: Board of Trustees, Seattle Colleges District

From: Annette Stofer, AFT Seattle Local 1789 President

Re: July Report

AFT Seattle wrapped up a busy and memorable academic year with the end of spring quarter. The walk-out on April 16 was inspiring and influential. The collaboration with SCD administrators, staff, students, and the community was unprecedented, and we hope to continue working together to secure the kind of state funding we need to be healthy, innovative institutions.

Our union celebrated our 50th anniversary on May 10 in the Panorama Room of Pacific Tower. FareStart catered the event for us, and we are so pleased that we chose their organization. We had approximately 100 guests, including past presidents of our local, retirees who were leaders and activists, current members, and additional guests. Secretary Treasurer Lorretta Johnson from AFT came from Washington DC and delivered a wonderful speech about her personal history as a union leader along with news of AFT activities around the country. We have been researching our history and were able to share a great deal with the guests. We plan to continue the research and find opportunities to share our historical documents and stories.

In recent months we signed a number of MOUs that solve problems or prepare us for a strong future. Many thanks to Chancellor Pan and Jennifer Howard for working with us on the following:

- Permanent regional pay increases of 5% in faculty salaries, even if the legislature doesn't make them permanent
- Clear guidelines for assigning teaching to administrators
- Added time for faculty to submit their EEPD professional development plans
- Extension of the date for the Professional Leaves Committee to make sabbatical decisions, giving time for candidates to improve their proposals

Other areas getting a lot of attention include:

- Implementation and funding of the workload reduction for Basic and Transitional Studies faculty, which will begin in Fall 2019
- Significant enrollment drops in international programs, especially at Seattle Central, requiring clarification on contract provisions that could come into play for full-time Core faculty, and other impacts on the faculty in the programs
- Plans to close SVI and the impact on faculty in remaining programs
- Program closures around the District and impacts on the faculty
- Preparations for our next round of contract negotiations

We sent four delegates to the AFT Washington convention in May. Our local won an award for "Community Engagement & Leadership." Chris Conley, Senate President from Seattle Central, also won the "Leadership Award in Organizing." The delegate body passed resolutions on amnesty for undocumented persons in the US, continuing the "ReInvest in our Colleges" campaign, and commitment to actions which support better pay and working conditions for part-time/adjunct faculty.

AFT Seattle held elections for the 2019-2021 executive board term. With only one candidate for each position, voting was not necessary. Nine officers, including myself, will continue to serve in the next term. There are three new officers joining the board. We still have some vacant positions that we will attend to in the Fall. I am honored to continue as president. I learn from every person and issue that I encounter. We have challenges to keep our faculty union strong and inclusive. Our executive board is looking at structural aspects of our union that may be barriers to inclusion. We are also doing personal work so that we keep diversity and inclusion front and center in our daily actions.