

SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES
June 11, 2020

STUDY SESSION	2:00 p.m.	Zoom
REGULAR SESSION	3:00 p.m.	Zoom

STUDY SESSION AGENDA

2:00 p.m. EXECUTIVE SESSION

- A. Chancellor's Contract Proposal
Exception (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;
- B. Review of Candidates for Tenure
Exception (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;
- C. Negotiations Update
Exception (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. Litigation Update
Exception (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;

2:30 p.m. OPEN SESSION

- A. Impacts of National Events on our College Communities

REGULAR MEETING AGENDA

3:00 p.m.	CALL TO ORDER	
3:00 p.m.	ACTION / Approval of Agenda	Tab 1
3:00 p.m.	RECOGNITION OF STUDENTS	
	A. Transforming Lives Nominees from Seattle Colleges	
	Angel Delker, South Seattle College	
	Astro Pittman, Seattle Central College	
	Angelique Eklund, North Seattle College	
	B. All-WA Academic Team Members from Seattle Colleges	
	Anna Au and Whitney Hogue, South Seattle College	
	Michael Chu and Henry Ho, Seattle Central College	
	Lisa Smith and Joel Perry, North Seattle College	
3:10 p.m.	PUBLIC COMMENTS	
3:25 p.m.	PRESENTATION	Tab 2
	South Seattle College Capital Projects Overview	
	<i>Presenters: Rosie Rimando-Chareunsap, SSC President; Julianne DeGeyter, SSC Vice President of Finance and Administration</i>	
3:40 p.m.	ACTION ITEMS	
	A. Minutes from May 14, 2020	Tab 3
	B. Faculty for Tenure	Tab 4
	C. Student S&A Fees for 20-21 – Second Reading	Tab 5
	D. SCC Student Housing Predevelopment Agreement	Tab 6
	E. Lifelong Learning Awards for 2020	Tab 7
	F. Resolution Condemning All Forms of Anti-Asian Sentiment as Related to COVID-19	Tab 8
	G. Chancellor’s Contract	Tab 9
4:00 p.m.	INFORMATION ITEMS	
	A. Hermanson Signage Update	Tab 10

B. Budget Report, through April 2020 **Tab 11**

C. Board Meeting Schedule for 20-21 – First Reading **Tab 12**

D. Nomination of Board Officers for 20-21 **Tab 13**

4:15 p.m.

ORAL REPORTS

Written Reports-Tab 14

A. Student Representatives

1. Camila Christensen, Seattle Central College
2. Krisna Mandujano, South Seattle College
3. Sarah Fenton, North Seattle College

B. Labor Union Representatives

1. Annette Stofer, AFT Seattle Community Colleges
2. Matthew Davenhall, WFSE
3. Cody Hiatt, AFT-SPS

C. Chancellor's Report

D. Chair's Report

E. Trustees

F. College Presidents, Vice Chancellors

1. Charmene Crawford, North Seattle College
2. Sheila Edwards Lange, Seattle Central College
3. Rosie Rimando-Chareunsap, South Seattle College
4. Kurt Buttleman, Vice Chancellor of Academic and Student Success
5. Jennifer Dixon, Vice Chancellor of Human Resources
6. Kerry Howell, Vice Chancellor of Advancement
7. Cindy Riche, Chief Information Officer
8. Jennifer Strother, Interim Vice Chancellor of Finance and Operations

5:00 p.m. ADJOURNMENT

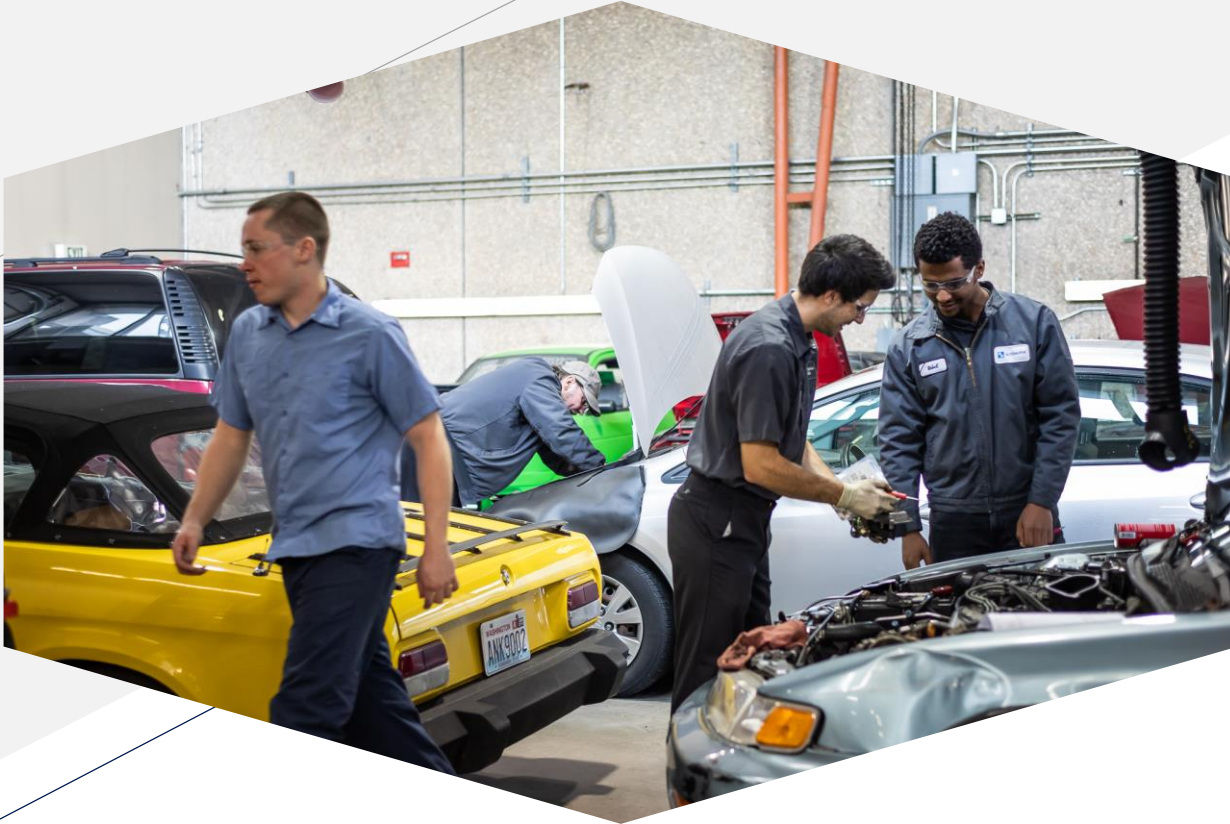
The next meeting of the Board of Trustees will be held on Thursday, July 9, 2020 at Seattle Central College. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

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.

South Seattle College Capital Projects Overview



Presented by:

Dr. Rosie Rimando-Chareunsap,
President

Julienne DeGeyter,

Vice President of Finance and
Administration



**SOUTH SEATTLE
COLLEGE**

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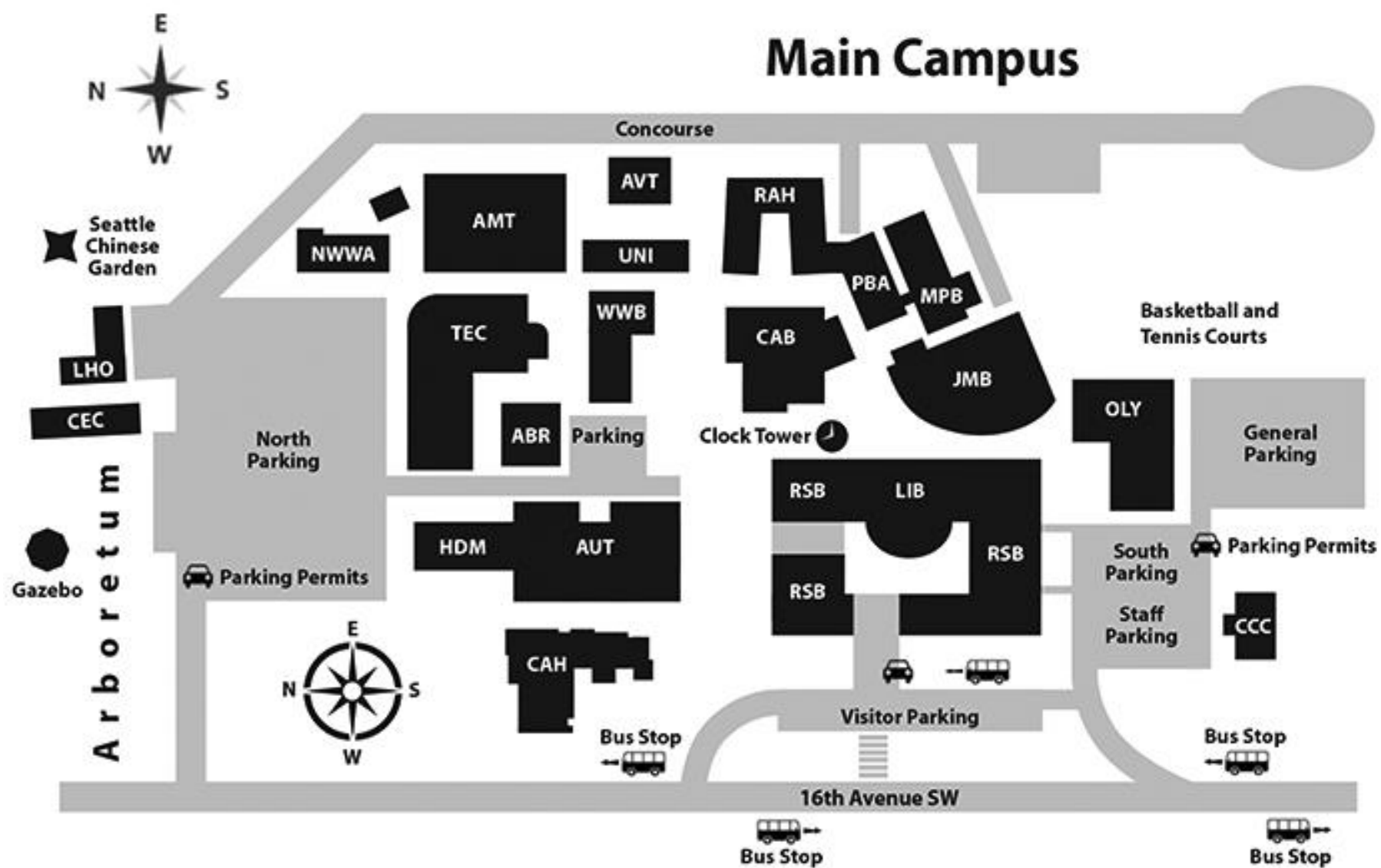
Active Projects

Alki Renovations

Welding Building Remodel

Auto Tech Renovation and Expansion

Wellness Center New Building



Alki Café Renovations

Funded by South Seattle Foundation with support from the college



Scope

- New Plumbing
- New Flooring
- New Lighting
- New Service Equipment
- New Furnishings

Alki Cafe

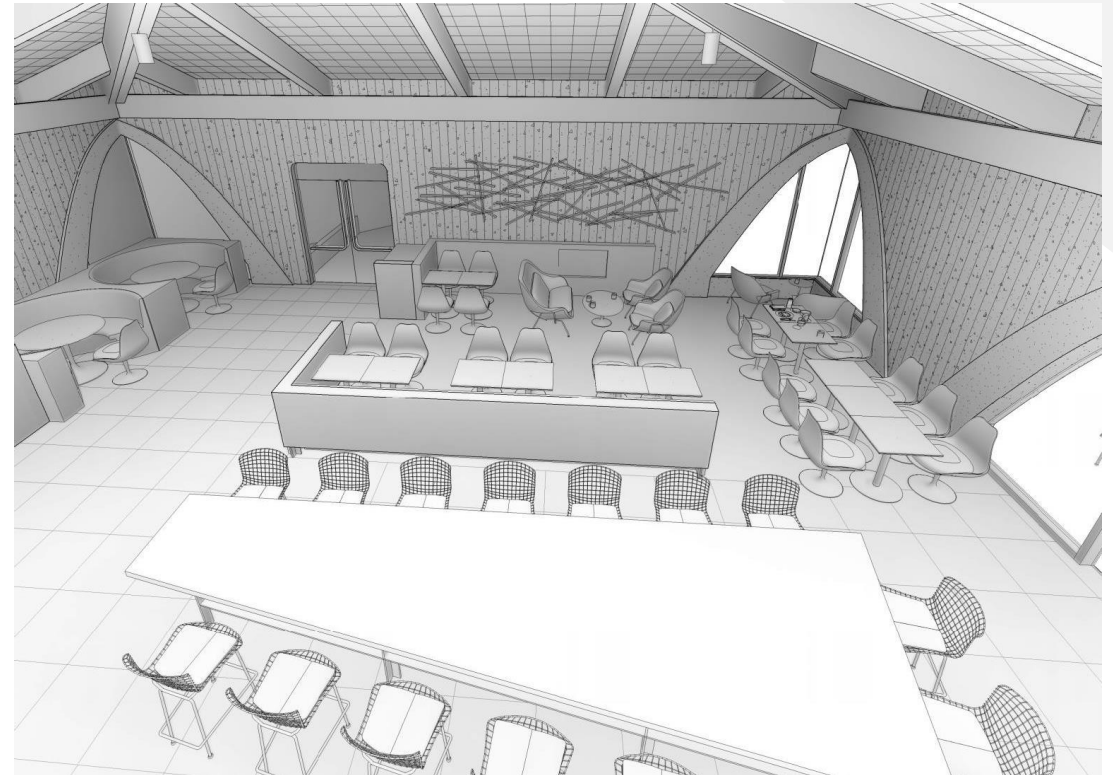
Work began in January

Estimated Opening mid-May

- Coffee and Pastries
- Grab and Go Salads and Sandwiches
- Staffed by Students in the Culinary Programs
- Offering more alternatives to students and staff on campus



Alki Café Renovations



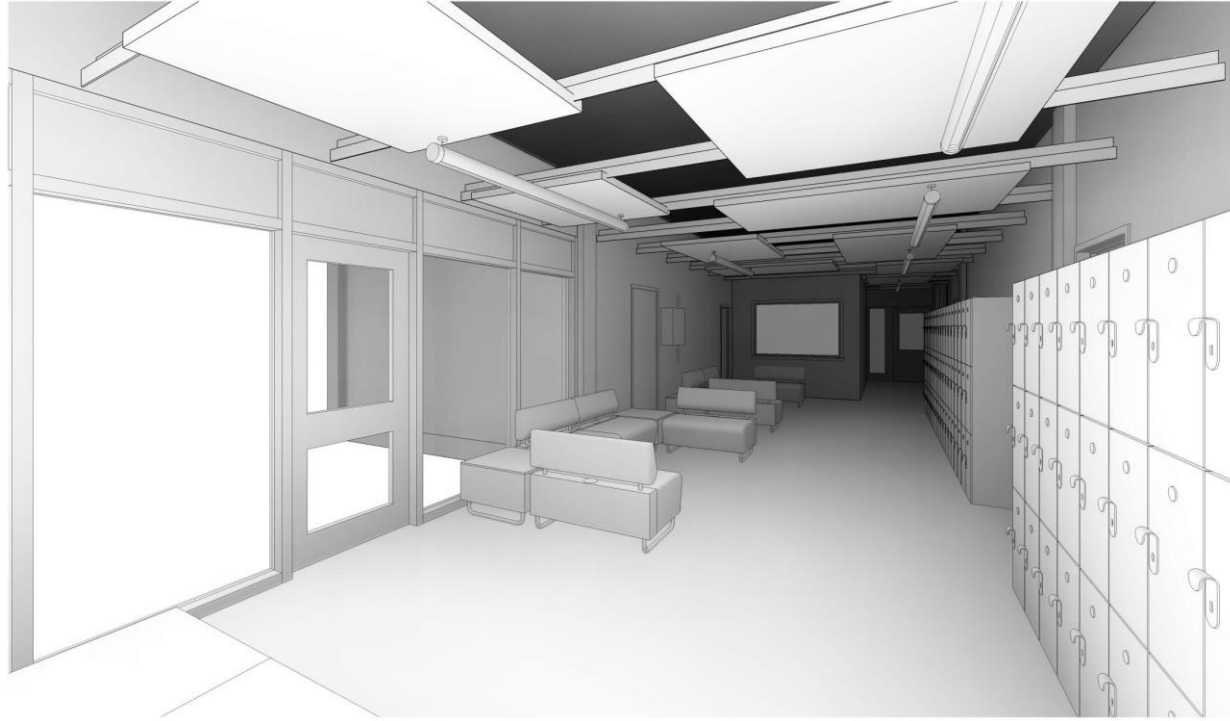
Welding Building Remodel

Funded by 2019-21 Minor Works and Minor Improvements Funding

- Galvanized Plumbing Replacement
- Interior only
- New Locker Rooms and Bathrooms
- Add ADA and gender neutral bathroom
- New ceilings and floors
- Water Bottle Filling station

Total Budget: \$615,000





Auto Tech Renovation and Expansion

Ground Breaking in Mid-May 2020

Funded by 2017-2019 Capital Re-appropriation

Full renovation includes:

- 11,470 square feet 2-story expansion
- Seismic upgrades, new roof
- All systems replaced to meet current code
- 7 classrooms, 18+ vehicle capacity
- 2 Conference rooms, student lounge area
- Gender neutral restrooms

Auto Tech program moved to ABR and TEC buildings through construction

Project Budget: \$26,377,000



Time Line & Costs

Auto Tech Renovation and Expansion

	Project Request (PRR) Submission	Predesign Submission	Design-Construction Consultant Costs	Program Relocation	Construction Phase (incl WSST)	Furniture, Fixtures & Equipment (FF&E)	Other Costs (art, proj mgmt., permitting)
Cost	\$84,390	\$135,554	\$3,387,786	\$530,000	\$19,001,471	\$1,898,270	\$518,017
Schedule	August 2015 – December 2015	July 2016 - December 2016	July 2017 – September 2021	August 201 - -December 2019	March 2020 – September 2021	August 2015 – August 2020	January 2018 – September 2020

Auto Tech



LOBBY





LEED v4 for BD+C: New Construction and Major Renovation

Project Checklist

Project Name: **Automotive Technology**

Date: **12/1/2019**

Y ? N

1 **0** **0** Credit Integrative Process

1

2 **0** **30** Location and Transportation **16**

16	Credit	LEED for Neighborhood Development Location	16
1	Credit	Sensitive Land Protection	1
2	Credit	High Priority Site	2
5	Credit	Surrounding Density and Diverse Uses	5
1	Credit	Access to Quality Transit	5
1	Credit	Bicycle Facilities	1
1	Credit	Reduced Parking Footprint	1
1	Credit	Green Vehicles	1

1 **1** **8** Sustainable Sites **10**

Y	Prereq	Construction Activity Pollution Prevention	Required
1	Credit	Site Assessment	1
2	Credit	Site Development - Protect or Restore Habitat	2
1	Credit	Open Space	1
3	Credit	Rainwater Management	3
2	Credit	Heat Island Reduction- (PARKING MAY ALLOW)	2
1	Credit	Light Pollution Reduction	1

3 **0** **8** Water Efficiency **11**

Y	Prereq	Outdoor Water Use Reduction	Required
Y	Prereq	Indoor Water Use Reduction	Required
Y	Prereq	Building-Level Water Metering	Required
1	Credit	Outdoor Water Use Reduction	2
1	Credit	Indoor Water Use Reduction	6
2	Credit	Cooling Tower Water Use	2
1	Credit	Water Metering	1

8 **6** **22** Energy and Atmosphere **33**

Y	Prereq	Fundamental Commissioning and Verification	Required
Y	Prereq	Minimum Energy Performance	Required
Y	Prereq	Building-Level Energy Metering	Required
Y	Prereq	Fundamental Refrigerant Management	Required
3	Credit	Enhanced Commissioning	6
3	Credit	Optimize Energy Performance (IF SYSTEM RETAINED MAY EXCEED)	18
1	Credit	Advanced Energy Metering	1
2	Credit	Demand Response	2
1	Credit	Renewable Energy Production	3
1	Credit	Enhanced Refrigerant Management	1
1	Credit	Green Power and Carbon Offsets	2

5 **3** **5** Materials and Resources **13**

Y	Prereq	Storage and Collection of Recyclables	Required
Y	Prereq	Construction and Demolition Waste Management Planning	Required
3	Credit	Building Life-Cycle Impact Reduction	5
1	Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
1	Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
1	Credit	Building Product Disclosure and Optimization - Material Ingredients	2
2	Credit	Construction and Demolition Waste Management	2

8 **3** **5** Indoor Environmental Quality **16**

Y	Prereq	Minimum Indoor Air Quality Performance	Required
Y	Prereq	Environmental Tobacco Smoke Control	Required
2	Credit	Enhanced Indoor Air Quality Strategies	2
1	Credit	Low-Emitting Materials	3
1	Credit	Construction Indoor Air Quality Management Plan	1
2	Credit	Indoor Air Quality Assessment	2
1	Credit	Thermal Comfort	1
1	Credit	Interior Lighting	2
1	Credit	Daylight	3
1	Credit	Quality Views	1
1	Credit	Acoustic Performance	1

1 **0** **5** Innovation **6**

5	Credit	Innovation	5
1	Credit	LEED Accredited Professional	1

0 **2** **2** Regional Priority **4**

1	Credit	Regional Priority: Demand Response - 1 pt required threshold	1
1	Credit	Regional Priority: Renewable Energy Production - 2 pt required threshold	1
1	Credit	Regional Priority: Bldg Product Disclosure - EPDs - 1 pt required threshold	1
1	Credit	Regional Priority: Bldg Product Disclosure - Raw Materials - 0 pt required	1

29 **15** **85** TOTALS **Possible Points: 110**

Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110

Additional Regional Priority Options

Rainwater Management - 3 points required threshold

Indoor Water Use Reduction - 4 points required threshold

Parking prerequisite- Required but challenged to achieve

Wellness Center



Wellness Center Features

Based on Program Requests, actual features may change depending on cost

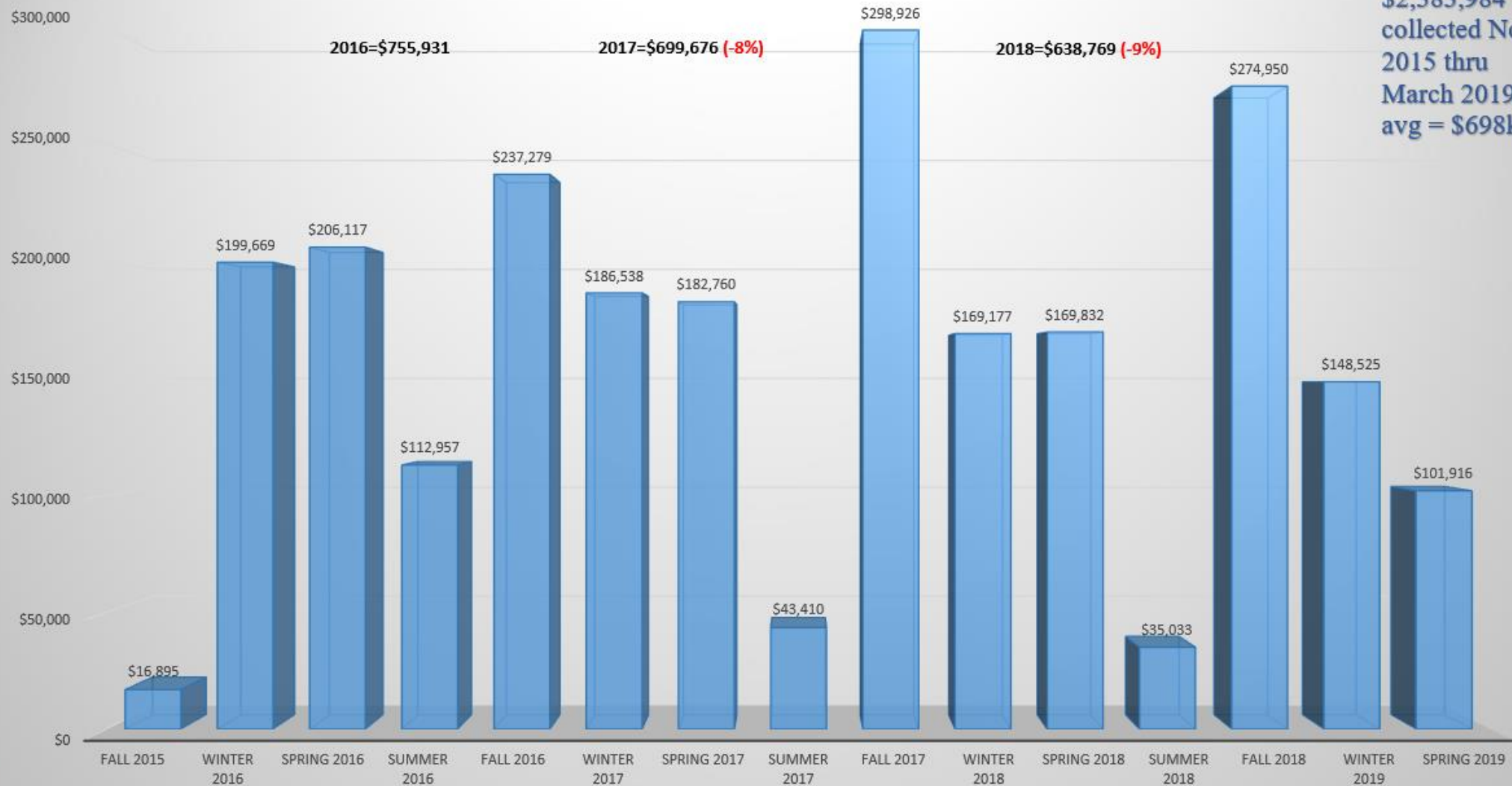
- Weight and Cardio
- Gym
- Climbing Wall
- Lockers
- Yoga Room
- Prayer Space
- Ablutions facilities

Estimated Cost: \$11,618,000

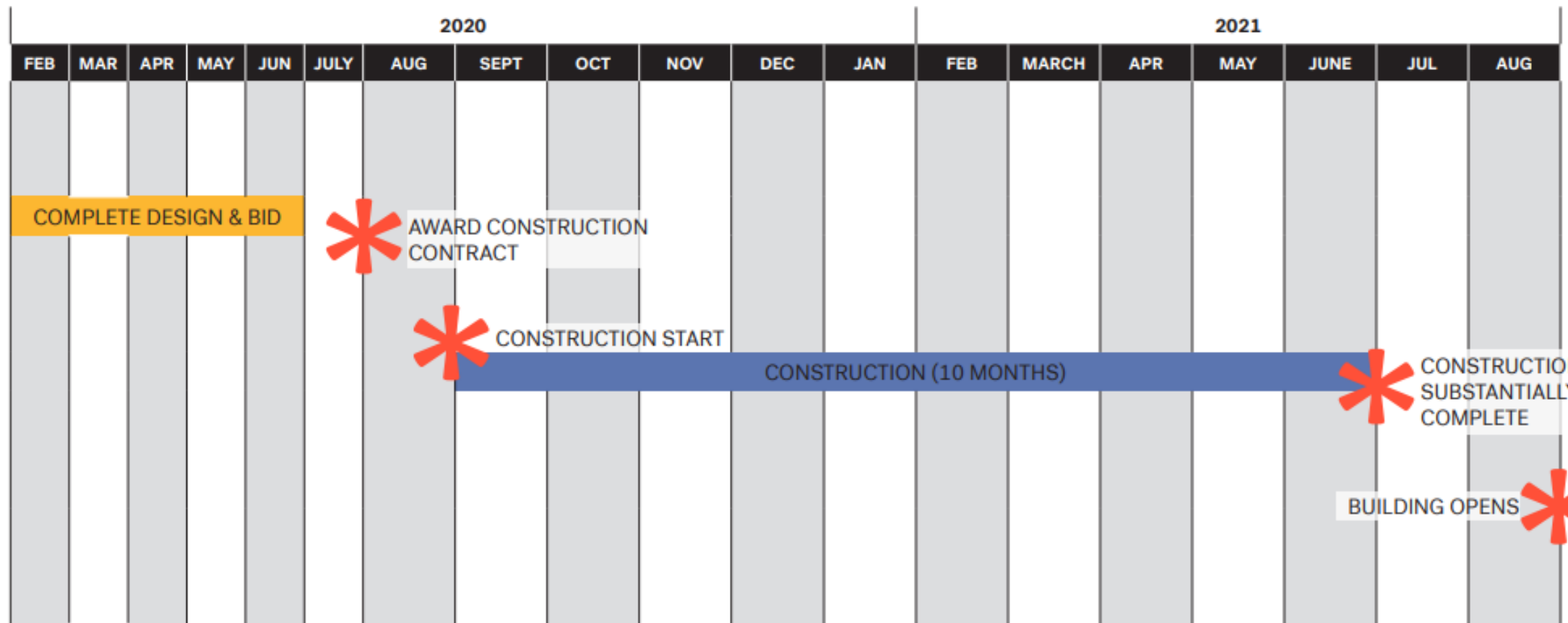


Campus Enhancement Fees Collected

\$2,383,984
collected Nov
2015 thru
March 2019
avg = \$698k/yr



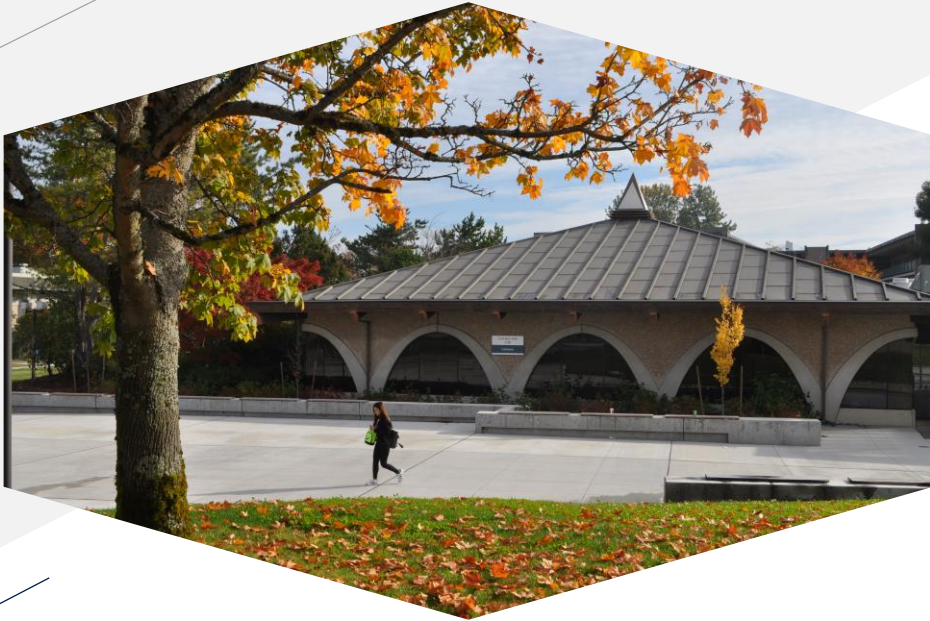
Wellness Center Funded by Student Fees



**SOUTH SEATTLE COLLEGE
FITNESS CENTER
ANTICIPATED COMPLETION SCHEDULE**

Future Capital Project Investments

- Rainier Hall Remodel is in the pipeline – pre-design in 2021-2023 (best case)
- South Cabinet is exploring facilities standards for furniture, carpet and paint
 - Reviewing classroom condition report to identify priorities once local funding is identified
- Welcome Center and IT move is being explored
- 2021-2023 Minor Improvement request to the State is due in April
 - Funding appropriation is \$993k (\$593k MACC + 40% soft costs)
- Facilities Condition Report done by state and campus staff indicates
 - Building B at Georgetown – Total Remodel in 2023-2025 for major project submission
 - Robert Smith – New common area ceilings Spring/Summer 2021



Thank You.



Julienne DeGeyter



206-934-5154



Julienne.degeyter@seattlecolleges.edu



<https://southseattle.edu/campus-information/administrative-services>



**SOUTH SEATTLE
COLLEGE**

One of the Seattle Colleges

Questions?

SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES
May 14, 2020

STUDY SESSION	2:00 p.m.	Zoom
REGULAR SESSION	3:00 p.m.	Zoom

STUDY SESSION NOTES

EXECUTIVE SESSION

Chair Hill called Executive Session at 2:07 to last for 30 minutes.

- A. Review of Candidates for Emeritus Status
Exception (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;
- B. Negotiations Update
Exception (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.

The executive session ended at 2:35pm.

OPEN SESSION

A. 20-21 Budget discussion

The State Board has told colleges to plan for a 17% budget cut. Chancellor Pan presented his plan for the formation of a Strategic Budget Reduction and Future Planning Task Force. Kurt Buttleman and Bradley Lane will co-chair the Task Force. The Task Force will serve as a conduit for sharing information and advising decision-makers on high-level issues related to our budget situation. He also presented Guiding Principles to guide decision-making. Chancellor Pan invited feedback from the trustees.

B. Planning for a Joint Trustee/CEC Leadership Retreat

Chancellor Pan invited discussion about a joint retreat with the Board of Trustees and Chancellor's Executive Cabinet. That session will be scheduled in late June or July.

C. COVID-19 Response and Planning

Chancellor Pan informed the board of plans for opening some in-person instruction in specific programs next week. He also outlined plans for using CARES Act funding.

REGULAR MEETING MINUTES

CALL TO ORDER

Chair Hill called the meeting to order at 3:02.

ATTENDANCE

Shouan Pan, Steve Hill, Rosa Peralta, Louise Chernin, Teresita Batayola, Robert Williams, Sheila Edwards Lange, Rosie Rimando-Chareunsap, Kurt Buttleman, Jennifer Strother, Jennifer Dixon, Cindy Riche, Kerry Howell, Derek Edwards, Annette Stofer, Cody Hiatt, Rebecca Hansen, Lilia Fomai

Guests: Dennis Denman, First Wolfslayer, Pete Lortz, Mari Acob-Nash, Charmene Crawford, Sudie Allen-Henn, Chase Miles, Diane Ellis, Linda Bevis, Amy Killsholm, Betsy Berfer, Scott Bean, Andrea Insley, Michael Taylor, Tracy Furatani, Rebecca Yedlen, Gigi Montgomery, Erin Gibbons, Choi Halladay, Josh Ernst

ACTION / Approval of Agenda

Trustee Chernin made a motion to approve the agenda. Trustee Peralta seconded. The motion passed 5-0.

INTRODUCTION OF NEW LEADERSHIP

Chancellor Pan introduced Charemene Crawford, incoming Interim President at NSC and Choi Halladay, incoming Vice Chancellor of Operations and Finance. Vice Chancellor Dixon introduced Josh Ernst, the new HR Director at North Seattle College.

PUBLIC COMMENTS

Rebecca Hansen read comments from Althea Lazarro about faculty concerns regarding preparation for the return to in-person classes and administration communication and responsiveness into the record.

Rebecca Hansen read comments from Tatiana Garmendia from the Fine and Performing Arts Program into the record. She wrote about concerns she has over art faculty with stacked/clustered courses with labs.

Chad Miles is faculty in the Intensive English program at Central. He commented on the consultant's report on consolidation of the IEP programs. He raised questions about the selection of this particular consultant and general access to the report. He requested that faculty be invited to attend the May 20 meeting with the consultants.

Sudie Allen-Henn, IEP faculty, raised questions and concerns about the possibility of cutting IEP programs at North and South.

ACTION ITEMS

A. Minutes from April 9, 2020

Trustee Peralta made a motion to approve the regular meeting minutes. Trustee Williams seconded. The motion passed 5-0.

B. Minutes from April 13, 2020

Trustee Peralta made a motion to approve the special meeting minutes. Trustee Chernin seconded. The motion passed 5-0.

C. Minutes from April 15, 2020

Trustee Williams made a motion to approve the special meeting minutes. Trustee Chernin seconded. The motion passed 5-0.

D. Emeritus Faculty

Chancellor Pan and Vice Chancellor Dixon presented the eight candidates recommended for Emeritus Status during the executive session. **Trustee Williams made a motion to approve Faculty Emeritus Status. Trustee Batayola seconded. The motion passed 5-0.**

E. Contract with Dell

Trustee Chernin made a motion to approve the contract. Trustee Batayola seconded. The motion passed 5-0.

F. Contract for Nursing Supplies

Trustee Chernin made a motion to approve the contract. Trustee Batayola seconded. The motion passed 5-0.

G. Continued Operations Budget Resolution

Trustee Batayola made a motion to approve the Continued Operations Budget Resolution. Trustee Chernin seconded. The motion passed 5-0.

INFORMATION ITEMS

A. Student S&A Fees for 20-21 – First Reading

Presenters: Vukasin Nikolic, ASC Executive of Finance at Seattle Central College; Gigi Montgomery, S&A Budget Committee Chair at North Seattle College; Anna Au, Vice-President of the United Student Association at South Seattle College; Susan Ordonio, Student Life Leadership Member at Large at South Seattle College

Student leaders presented the S&A Fee Budgets from their colleges and highlighted programs for funding. The board will take action and vote on the budgets at their June regular meeting.

B. Budget Report, through March 2020

Interim Vice Chancellor Strother presented the budget report through March 2020.

C. Quarterly Grants Reports

Interim Vice Chancellor Strother presented the quarterly grants report.

D. Transfer of SVI update

President Edwards Lange and Vice President Ferris presented an update on the transfer of SVI.

E. SCC Housing update

President Edwards Lange and Vice President Ferris presented an update on the plans for student housing at SCC. At a future meeting, the board will be asked to approve a predevelopment agreement for the project.

F. Chancellor's Budget Priorities for 20-21

Chancellor Pan presented his budget priorities for 2020-21.

G. Faculty Sabbaticals for 20-21

Three faculty from North were approved for sabbaticals in 2020-21. Chancellor Pan presented a summary of the projects faculty will engage in during their approved sabbaticals.

ORAL REPORTS

A. Labor Union Representatives

Annette Stofer, AFT Seattle Community Colleges, pointed the trustees to her written report to highlight struggles and concerns of faculty.

Diane Ellis, WFSE, informed the board of an investigation in the custodial area at South.

Cody Hiatt, AFT-SPS, addressed a custodial grievance.

B. Chancellor's Report

Chancellor Pan highlighted a few items from his written report, including the Foundation's fundraising for the COVID-19 Emergency Fund. He also congratulated Sheila Edwards Lange on being recognized as CEO of the Year. YearUp was named the Partner of the Year. Chancellor Pan was recognized by his alma mater, Iowa State University, with a prestigious alumni award.

C. College Presidents, Vice Chancellors

Kurt Buttleman, North Seattle College, informed the board that the pedestrian bridge construction continues.

Sheila Edwards Lange, Seattle Central College, thanked Camila for her and her team's work on the mascot design competition.

Rosie Rimando-Chareunsap, South Seattle College, spoke about impacts of the West Seattle Bridge closure. She also informed the board that there will be a COVID-19 testing site in the North Lot.

Kurt Buttleman, Vice Chancellor of Academic and Student Success, gave an update on Seattle Promise.

Kerry Howell, Vice Chancellor of Advancement, announced that \$306,000 for the COVID-19 Emergency Fund has been raised to date. Her team is working with Central's staff on a virtual Believe event.

Jennifer Strother, Interim Vice Chancellor of Finance and Operations, is working on strategically using CARES Act funding and ctcLink migration efforts.

D. Chair's Report

Chair Hill expressed appreciation for everyone's work through difficulties and uncertainties. He gave a welcome to new leadership with impressive credentials.

ADJOURNMENT

The meeting adjourned at 5:05pm.

The next meeting of the Board of Trustees will be held on Thursday, June 11, 2020. 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: Dr. Shouan Pan, Chancellor

DATE: June 11, 2020

SUBJECT: Recommended Approval of Tenure

Background

You have received tenure summaries for review and consideration for 4 faculty members. The faculty members listed below have been found to be qualified in their fields as instructors, and have been recommended for tenure in their discipline by their college tenure review committee, vice president for instruction, and president. I concur with these recommendations.

North Seattle College

Toni Anderson, Business
Caroline Conley, Library
Paula Rebsom, Art

Seattle Central College

Varin Keokitvon, Culinary Arts

Recommended Action

It is recommended that the Board of Trustees, having given reasonable consideration to the recommendations of the tenure review committee, the vice president and president, grant tenure to the faculty member in his or her discipline as specifically indicated above.

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



Dr. Shouan Pan

Chancellor

MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Strother, Shouan Pan
DATE: June 11, 2020
SUBJECT: S&A Fee Budgets for 20-21

The Board of Trustees heard a presentation of S&A fee budget proposals provided by student body leaders from each of the colleges at the May meeting.

S&A fee approvals are the responsibility of the Board of Trustees, as described in RCW 28B.15.045.

Recommendation

Review and approve the S&A budget proposals as presented.

Submitted by:



Jennifer Strother
Interim Vice Chancellor of Finance & Operations

Transmitted to the Board with a favorable recommendation.



Dr. Shouan Pan
Chancellor



May 29, 2020

TO: Seattle District VI Trustees
FROM: Dr. Sheila Edwards Lange
SUBJECT: Approval Requested for Pre-Development Agreement on Student Housing

Last year Seattle Central presented for your approval a plan to build a 503-bed student housing facility above the existing student parking garage at Pine and Harvard. That plan was predicated on retro-fitting the 35-year-old garage to meet current seismic standards. An alternative approach has been studied; demolition of the existing garage and rebuilding three or four levels of parking with student housing above.

Hanover Pacific, our selected private sector development partner, is prepared to cover the entire cost of both the replacement garage and the new student housing. Rents from the student housing are sufficient under their pro forma to retire all debt service without any state or college guarantees and without recourse to the parking fees.

The college and Hanover Pacific have moved back the target delivery date to the summer of 2024. This will provide more time for the college and the housing market to adapt to changes due to the COVID-19 crisis.

To proceed with building design and city permitting, the college must enter into a Pre-Development Agreement with the private sector partner, Hanover Pacific. These expenses will be paid by Hanover Pacific and charged to the project's development budget.

Under the terms of the Agreement, all expenses incurred by Hanover Pacific prior to the signing date would remain the responsibility of Hanover Pacific. New expenses incurred by Hanover Pacific after the date of signing the Agreement would be reimbursable by Seattle Central should the college choose unilaterally to abandon the student housing project hereafter.

Reimbursable expenses prior to the start of construction are estimated to be \$900,000. A cap on college exposure is imposed at each \$250,000 increment; as expenses approach \$250,000 the college and developer will review progress to date and the college must approve continuation of the project thereafter.

Action Requested

Seattle Central College requests board approval to enter into the Pre-Development Agreement (see attached). Should District VI Trustees approve, the Pre-Development Agreement would be referred to the State Board for final approval.

PRE-DEVELOPMENT AGREEMENT

This **PRE-DEVELOPMENT AGREEMENT** (this “*Agreement*”), made and entered into as of the _____ day of June, 2020, is by and between **SEATTLE CENTRAL COLLEGE** (together with its successors and assigns, the “*College*”), a state supported institution of higher education organized and existing under the laws of the State of Washington (the “*State*”), and **HP REAL ESTATE DEVELOPMENT, LLC** (together with its successors and assigns, the “*Developer*”), a limited liability company organized and existing under the laws of the State of California and authorized to do business in the State.

WITNESSETH:

WHEREAS, the College is interested in the well-being of its students, faculty, and staff and believes there is both the need and demand for a purpose-built student, faculty, and staff housing facility (including the buildings, furniture, fixtures, and equipment therefor and together with associated site development and various related amenities and improvements, the “*Housing Facility*”) containing not less than five hundred six (506) beds and an approximately two hundred sixty-one (261) space parking facility (the “*Parking Facility*”) and, together with the Housing Facility, the “*Project*”) on its campus (the “*Campus*”) located at 1701 Broadway, Seattle, Washington (the “*Campus*”), and the College further believes that the development of the Project is consistent with its mission and purpose; and

WHEREAS, the College and the Developer (collectively, the “*Parties*” and each, a “*Party*”) intend that the Housing Facility will serve the students, faculty, and staff of the College and, subject to the approval of bond counsel and counsel to the Owner (as defined below), students, faculty, and staff of other area college and universities who may benefit from the Project (“*Targeted Residents*”); and

WHEREAS, the College envisions that the best way to facilitate the procurement of such facilities is to work in cooperation with a qualified firm to develop such facilities in a public-private partnership; and

WHEREAS, the College selected the Developer to develop the Project on October 10, 2017, as a result of responses to a Request for Letters of Interest (the “*RFLOI*”) issued by the College on September 12, 2017; and

WHEREAS, in response to the RFLOI, the Developer submitted its preliminary development proposal (the “*Preliminary Proposal*”) which was submitted to the College on February 14, 2019, has been initialed by the College and the Developer, and is attached hereto as Exhibit “A;” and

WHEREAS, the College heretofore commissioned Brailsford & Dunlavey, Inc. (“*B&D*”) to provide research as to the economic feasibility of the Housing Facility, and in response, B&D provided to the College its “Pre-Development Research – On-Campus Student Housing “ dated November 29, 2018 (the “*Initial Market Study*”); and

WHEREAS, the Developer desires to work with the College to develop a high-quality project and to implement plans for the design, financing, development, construction, and equipping thereof; and

WHEREAS, the Parties wish to establish a relationship and general parameters that will serve as an initial guide for the development of the Project and the public-private partnership; and

WHEREAS, it is anticipated that the Project will be owned and operated by a third party non-profit corporation or single member limited liability company whose sole member is a non-profit corporation (the “*Owner*”); and

WHEREAS, it is also anticipated that the land on which the Project will be constructed (the “*Project Site*”) and that is described in Exhibit “B” attached hereto and made a part hereof will be leased to the Owner pursuant to a ground lease agreement (the “*Ground Lease*”) between the College, as ground lessor, and the Owner, as ground lessee, having a term of not less than thirty-two (32) years; and

WHEREAS, the College has determined that it is in the best interests of the College to cooperate and support the Developer, the Owner, and the Project for the primary purpose of providing housing for the Targeted Residents and parking for its students, faculty, and staff; and

WHEREAS, the College understands that the Owner will enter into a Development Agreement (the “**Development Agreement**”) with the Developer pursuant to which the Developer will agree to develop the Project; and

WHEREAS, it is the intent of the Parties that the Developer assist in the arrangement of non-recourse financing (the “**Financing**”) for one hundred percent (100%) of the costs of the Project through the issuance of the university facilities revenue bonds in one or more series (the “**Bonds**”) on behalf of the Owner; and

WHEREAS, the College understands that it is the expectation of the Developer that a public corporation or agency of the State authorized to issue bonds under the laws of the State (the “**Issuer**”) will issue the Bonds pursuant to a Trust Indenture by and between the Issuer and national banking association or state banking corporation or trust company, as trustee (the “**Trustee**”); and

WHEREAS, the College and the Developer understand and agree that the College will have no obligation with respect to payment of the Bonds; and

WHEREAS, the College also understands that the Issuer will sell all or a portion of the Bonds to an underwriter (the “**Underwriter**”) for resale to the public pursuant to the terms of a Bond Purchase Agreement by and among the Issuer, the Owner, and the Underwriter and/or the Owner will arrange for the placement of all or a portion of the Bonds with institutional investors with the assistance of a placement agent (the “**Placement Agent**”) pursuant to the terms of a Bond Placement Agreement by and among the Issuer, the Owner, and the Placement Agent; and

WHEREAS, the College and the Developer agree that it is essential to the success of the Project and in particular to the ability of (i) the Underwriter to resell Bonds to the public and/or (ii) the Placement Agent to place Bonds with institutional investors that (a) the College execute and deliver the Ground Lease and a Cooperation Agreement (the “**Cooperation Agreement**”) between the College and the Owner whereby the College will agree, *inter alia*, to take no action, or assist others in taking any action on its behalf, that materially adversely affects the marketability of the Project or the Project’s ability to comply with certain financial covenants contained in the agreements executed by the Owner in connection with the issuance of the Bonds and (b) an update (the “**Market Study Update**”) to the Initial Market Study (as so updated, the “**Market Study**”) be performed by B&D which Market Study indicates sufficient demand to support the size and scope of the Housing Facility,

WHEREAS, the Parties have heretofore entered into a Memorandum of Understanding (the “**MOU**”) relating to the Project; and

WHEREAS, in reliance upon the agreements of the College contained in the MOU, the Developer has expended and will continue to expend money to third parties in good faith and furtherance of the Project in an effort to finalize the Preliminary Proposal; and

WHEREAS, such expenditures include, but are not necessarily limited to, the Market Study Update; environmental, architectural design documents; engineering analyses; plans and specifications; permits and licenses and various legal, administrative, and financing advisory fees, as well as those other fees and expenses (such as for travel and lodging) that are customarily incurred in furtherance of transactions in the nature of the Project (collectively, the “**Pre-Development Expenses**”); and

WHEREAS, the Developer has requested, and the College has agreed, that provisions be made for the ultimate reimbursement of the Pre-Development Expenses; and

WHEREAS, it is the intent of the Parties that this Agreement shall supersede the MOU in all respects and that from and after the date of execution and delivery hereof, this Agreement, and not the MOU, shall govern the relationship of the Parties with respect to the matters set forth herein,

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Section 1. Development Proposal; Developer’s Duties. In preparing the Preliminary Proposal, the Developer has prepared conceptual plans for the Project and has otherwise expended monies in good faith and in

furtherance of the Project, all at no expense to the College. By its execution and delivery of this Agreement, the College indicates its acceptance of the Preliminary Proposal and requests that the Developer continue to conduct activities necessary or appropriate in furtherance of the Project. The Developer does hereby endeavor to confirm, and to continue to develop, the assumptions and projections on which a final development proposal (the “**Final Proposal**”) will be based in a timely manner and to provide the College with periodic updates and opportunity for involvement relating to, updated budgets for the Project and agrees to submit the Final Proposal not later than December 31, 2020, unless otherwise extended in writing. The Developer will also designate the Owner; enter into the Development Agreement; designate a design-builder (the “**Design-Builder**”) or a general contractor (the “**General Contractor**”) for the Project; enter into a design-build agreement with the Design-Builder or a construction contract with the General Contractor; enter into appropriate contractual agreements with project consultants; complete or cause to be completed the design phase of the Project; secure the necessary governmental approvals and permits for the Project; and work with the Design-Builder, or supervise the General Contractor, in pricing the plans. Thereafter, in conjunction with the College, the Developer will designate the Underwriter or the Placement Agent to assist in the arrangement of the Financing and will schedule and monitor the commencement and completion of the Project construction.

Section 2. Market Study. The College and the Developer agree the Project shall not be undertaken unless and until the Market Study Update shall be performed and the results of the Market Study shall, in the opinion of the College, the Developer, and the Underwriter and/or Placement Agent, indicate sufficient demand to support the size and scope of the Housing Facility. The agreements and obligations of the Developer are predicated upon, *inter alia*, the College’s agreement to authorize the Developer to commission the Market Study Update. The College hereby authorizes the Developer to commission the Market Study Update.

Section 3. Ground Lease and Cooperation Agreement. The agreements and obligations of the Developer herein are predicated upon, *inter alia*, the College’s agreement to enter into the Ground Lease and the Cooperation Agreement, each containing covenants on the part of the College determined by the Underwriter and/or the Placement Agent to be necessary and appropriate for the Financing. The College has examined the forms of the Ground Lease and the Cooperation Agreement attached hereto as Exhibits “C” and “D,” understands and does not object to the terms thereof, and agrees to execute the Ground Lease and the Cooperation Agreement in substantially the forms attached hereto prior to the execution of the Development Agreement. The Parties understand and agree that the negotiations that will occur prior to the execution of the Development Agreement that may include the College, the Developer, the Issuer, the Underwriter and/or the Placement Agent, and their respective attorneys or counsels will almost certainly result in the modification of the Ground Lease and the Cooperation Agreement prior to their execution and delivery, but that the Ground Lease and the Cooperation Agreement in their current forms will provide the basic framework to memorialize the agreements of the College with respect thereto. The Parties acknowledge that the approval of the State Board for Community and Technical Colleges shall be a condition precedent to the College’s entering into the Ground Lease.

Section 4. No Bond Payment Obligation of the College. THE COLLEGE AND THE DEVELOPER UNDERSTAND AND AGREE THAT NOTWITHSTANDING ANYTHING CONTAINED HEREIN, IN THE GROUND LEASE, IN THE COOPERATION AGREEMENT, OR IN ANY OTHER AGREEMENT EXECUTED AND DELIVERED IN CONNECTION WITH THE ISSUANCE OF THE BONDS, THE COLLEGE WILL HAVE NO OBLIGATION WITH RESPECT TO THE PAYMENT OF THE BONDS AND THAT NEITHER THE OWNER, THE UNDERWRITER OR THE PLACEMENT AGENT, THE OWNERS OF THE BONDS, NOR THE TRUSTEE, ON BEHALF OF THE OWNERS OF THE BONDS, WILL HAVE ANY RECOURSE AGAINST ANY REVENUES OR OTHER ASSETS OF THE COLLEGE.

Section 5. Preliminary Issues. The Parties acknowledge and agree that the most important remaining preliminary issues to be resolved to achieve a successful closing of the Financing (the “**Closing**”) and to support the economic viability of the Project are (a) the designation of the Owner, (b) the designation of the Underwriter and/or the Placement Agent, (c) the update to the College’s Major Institutional Master Plan and/or other amendment or other governmental approval authorizing the development of student housing, and (d) the agreement of the Parties as to the fundamental terms of the Ground Lease and the Cooperation Agreement (collectively, the “**Preliminary Issues**”). The Parties pledge to work together and to take reasonable and appropriate measures to resolve the Preliminary Issues as quickly as reasonably possible. The Parties further agree that the Preliminary Issues are conditions precedent to the development of the Project as contemplated and that the resolution of the Preliminary Issues shall be done only with the express written acknowledgment and consent of the Parties.

Section 6. Supporting Documentation. The Developer shall submit to the College appropriate documentation evidencing the incurrence of each of the Pre-Development Expenses, in the form of copies of invoices,

receipts, vouchers or the like, in such form and containing such information as is reasonably necessary in order for the Developer and the College to determine that such items constitute Pre-Development Expenses incurred in accordance with the terms and conditions of this Agreement.

Section 7. Reimbursement of the Pre-Development Expenses by the College. (a) Subject to subsection (b) of this Section, in the event that the College shall elect, by delivery of written notice to the Developer, not to continue the development of the Project as contemplated herein, for any reason other than the failure of the Developer to comply with the requirements of this Agreement, the College shall reimburse the Developer for the Pre-Development Expenses incurred on and after the date hereof in good faith and in reliance on the agreements of the College herein contained. The College shall provide the reimbursement to the Developer for the Pre-Development Expenses within thirty (30) days of its written notice to the Developer not to continue the development of the Project.

(b) Upon the incurrence of Pre-Development Expenses of Two Hundred Fifty Thousand Dollars (\$250,000) or any multiple thereof, the Developer will be required to obtain the written approval of the College before incurring any additional Pre-Development Expenses.

Section 8. Reimbursement of the Pre-Development Expenses if Closing Occurs. In the event that the Closing shall occur, the Pre-Development Expenses shall be included in the total Project development costs and shall be reimbursed to the Developer out of the proceeds of the Bonds.

Section 9. Assignment of Conceptual Design Documents. If the Project shall be abandoned for any reason, at the written request of the College and after compliance by the College with the provisions of Section 7 hereof, the Developer shall assign and transfer all of its right, title, and interest in and to the site plan and floor plan design documents in existence on the date of such request.

Section 10. Designated Representative of Each Party. The Parties agree that in order to facilitate an efficient working relationship throughout the pre-development, development, and construction periods, Lincoln Ferris will serve as the designated representative and “point person” for the College, and Robert Y. Kim will serve in the same capacity for the Developer. Others will be actively involved in the process, but all official communication should flow through these designated representatives.

Section 11. Commitment of Confidentiality, Exclusivity, and Good Faith. This Agreement is intended to manifest the commitment of the Parties to one another and to the development of the Project on the Project Site, and to evidence their agreement to work together exclusively, confidentially (to the extent permitted by law), and in good faith, to develop the Project on the Project Site.

Section 12. Relationship of the Parties. Nothing contained in this Agreement, including, without limitation, the use of the term “public-private partnership,” shall be construed to place the Parties in the relationship of partners, principal and agent, employer and employee, or joint venturers. Pursuant to this Agreement, each Party agrees that it shall have no power or right to bind or obligate the other Party, and neither Party shall hold itself out as having such authority. Nothing contained in this Agreement is intended to convey or vest any legal right in a third party to enforce a term or condition of this Agreement or to seek any remedy for a violation of any such term or condition. Except as provided in Section 7 hereof, neither Party shall be responsible for any obligation or liability incurred or assumed by the other Party or its employees, affiliates, or other representatives, and each Party shall be responsible for its own acts or omissions and those of its employees, affiliates, or other representatives and nothing contained herein is intended to shift such responsibility from one Party to the other.

Section 13. Governing Law. This Agreement is governed by, and shall be interpreted and enforced under, the laws of the State, exclusive of its choice of law principles.

Section 14. Counterparts. This Agreement may be executed in one or more counterparts and by the different Parties hereto under separate counterparts, any one of which need not contain the signatures of more than one Party, but all of which when taken together shall constitute one and the same instrument notwithstanding that both Parties have not signed the same counterpart hereof.

Section 15. No Assignment. Neither Party shall assign or transfer this Agreement or any of its rights or obligations hereunder without the prior written consent of the other Party.

Section 16. Severability. If any provision of this Agreement shall be determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such provision shall be automatically reformed and construed so as to be valid, legal, operative, and enforceable to the maximum extent permitted by applicable law while preserving its original intent. The invalidity of any provision of this Agreement shall not render invalid the remainder of this Agreement.

Section 17. Waiver. Failure by either Party to insist upon strict performance of any provision hereof by the other Party shall not be deemed a waiver by such Party of its rights or remedies or a waiver by it of any subsequent failure by such other Party, and no waiver shall be effective unless it shall be in writing and duly executed by the Party entitled to enforce the provision being waived.

Section 18. Addresses for Notices, etc. Any notice, report, demand, or other instrument authorized or required to be given or furnished under this Agreement to the College or to the Developer shall be deemed given or furnished when mailed by certified mail, postage prepaid, return receipt requested, when sent by overnight messenger or courier, when transmitted electronically, or by when personally delivered as follows:

If to the College:

Seattle Central College
1701 Broadway, BE1105
Seattle, Washington 98122
Attention: Sheila Edwards Lange, Ph.D., President
Telephone: (206) 934-4454
Facsimile: (206) 934-4390
E-Mail: sheila.edwardslange@seattlecolleges.edu

If to the Developer:

HP Real Estate Development, LLC
2603 Main Street, Suite 1190
Irvine, California 92614
Attention: Robert Kim
Telephone: (714) 855-2985
Facsimile: (714) 364-6444
E-Mail: rkim@hanoverpacific.com

Receipt of notices, certificates, or other communications hereunder shall occur upon actual delivery (whether by mail, facsimile or electronic transmission, messenger, courier service, or otherwise) to any person who is an officer of either Party at any location where such person may be found, or to an officer, agent or employee of either Party, at the address of such Party set forth above, subject to change as provided hereinabove. An attempted delivery in accordance with the foregoing, acceptance of which is refused or rejected, shall be deemed to be and shall constitute receipt; and an attempted delivery in accordance with the foregoing by mail, messenger, or courier service (whichever is chosen by the sender) that is not completed because of changed address of which no notice was received by the sender in accordance with this provision prior to the sending of the notice, certificate, or other communication shall also be deemed to be and constitute receipt. Either Party may, by notice given to the other Party, designate any additional or different addresses to which subsequent notices, certificates, or other communications shall be sent.

Section 13. Compliance with Laws. During the term of this Agreement, each Party shall promptly comply, at its own cost and expense, in every material respect with all laws, ordinance, rules, regulations, and requirements of all federal, state, and local governmental authorities that are applicable to the activities or services pursuant to this Agreement. The Parties understand and agree that the prevailing wage requirements of RCW 39.12.020 and RCW 39.04.010 shall apply to the Project.

Section 20. Change in Law. If it is the reasonable opinion of counsel of either Party or its counsel, that, due to new or existing state or federal laws, rules, or regulations or due to any action of any governmental authority to enforce any existing state or federal law, rule, or regulation (“**Applicable Law**”), that any activity contemplated by this Agreement shall not comply, or is not reasonably likely to be found by a court with applicable authority to comply, with Applicable Law, then the Parties shall negotiate in good faith to attempt to alter their legal relationship to comply with Applicable Law while preserving the material terms of this Agreement.

Section 21. Language Construction. The language in all parts of this Agreement shall be construed, in all cases, according to its fair meaning, and not for or against either Party. The Parties acknowledge that each Party and its counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting Party shall not be employed in the interpretation of this Agreement.

Section 22. Headings. The headings used herein are inserted for convenience only and do not describe, interpret, define, or limit the scope, extent, or intent of this Agreement.

Section 17. Entire Agreement; Amendment. (a) The provisions of this Agreement and any attachment or exhibit hereto constitute the entire understanding and agreement between the Parties relating to the matters set forth herein and, subject to the provisions of subsection (b) of this Section, may be amended or modified only in writing, executed by each Party.

(b) The Parties agree that the scope of the Project, as described in the Preliminary Proposal, may be modified and/or finalized, at any time and from time to time, and agree that the attachment of a substitute Preliminary Proposal or Final Proposal (in either case, initialed by both Parties) and the removal of the then current Preliminary Proposal shall, for all purposes of this Agreement, constitute an amendment hereof.

Section 24. Due Authorization; Binding Agreement. The Parties represent and warrant that the each of signatories below is duly authorized by the Party that each represents to enter into this Agreement on behalf of said Party and by his or her signature does bind the Party that he or she represents to the terms of this Agreement.

Section 25. Alternative Dispute Resolution. The Parties agree that any dispute arising from or in any way related to this Agreement or the Project shall be resolved through mediation and/or arbitration. The Parties acknowledge and agree that they shall first attempt non-binding mediation with a mediator that is mutually agreeable to the Parties, and if the Parties shall be unable to resolve any such dispute in non-binding mediation, then any such dispute shall be resolved through binding arbitration administered by JAMS, Inc. Both Parties shall share the costs of the dispute resolution process equally, although the attorneys, witnesses, and/or specialists utilized by the respective Parties shall be the direct responsibility of the Party engaging such attorneys, witnesses, and/or specialists, and their fees and expenses shall be the responsibly of the respective Parties. The Parties agree that this Agreement affects interstate commerce.

Section 26. This Agreement Supersedes the MOU. The Parties agree that the terms of the MOU shall be merged into, and superseded by, the terms of this Agreement in all respects and that from and after the date of execution and delivery hereof, this Agreement, and not the MOU, shall govern the relationship of the Parties with respect to the matters set forth herein.

[The remainder of this page is intentionally left blank.]

IN WITNESS WHEREOF, the Parties have caused this **PRE-DEVELOPMENT AGREEMENT** to be executed in their respective names and on their respective behalves by their respective duly authorized officers as of the day and year first above written.

SEATTLE CENTRAL COLLEGE

By _____
Sheila Edwards Lange, Ph.D., President

HP REAL ESTATE DEVELOPMENT, LLC

By _____
Robert Y. Kim, Executive Managing Director

EXHIBIT “A”

CURRENT FORM OF THE PRELIMINARY PROPOSAL

EXHIBIT “B”

LEGAL DESCRIPTION OF THE PROJECT SITE

EXHIBIT "C"

PROPOSED FORM OF THE GROUND LEASE

EXHIBIT “D”

PROPOSED FORM OF THE COOPERATION AGREEMENT

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan
Chancellor

DATE: June 11, 2020

SUBJECT: 2020-21 Trustees' Lifelong Learning Awards

Background

Each year, nominations are accepted throughout the district for employees who have worked for Seattle Colleges for at least 5 years and have demonstrated an outstanding level of intellectual and professional growth. The annual request for nominations for the 2020-21 Trustees' Lifelong Learning Awards was sent to the college community during Spring Quarter and award nominees were forwarded to the Lifelong Learning Committee for review.

The nomination review committee was made up of past Lifelong Learning Awards winners. Committee members included: Kurt Buttleman, Karen Jurgensen, Laura Kingston and Paul Verschueren.

Based on the established criteria and review of nominations, the committee recommends the following individuals for the Trustees' Lifelong Learning Award for 2020-21:

Karen Stuhldreher, Full Time Faculty

Maria Ales, Classified Staff, Seattle Central College

Lyanne O'Ceonnell, Exempt Staff

Recommended Action

I am pleased to recommend that the Board approve these nominees to receive the Trustees' Lifelong Learning Awards for the 2020-21 academic year. Upon your approval, Award recipients will be honored in the fall as part of the Seattle Colleges Convocation.

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

Dr. Shouan Pan
Chancellor

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan, Chancellor

DATE: June 11, 2020

SUBJECT: Recommended Approval of a Board Resolution

Background

Seattle Colleges embraces equity, diversity, inclusion, and community among our core values and strategic goals. Since the outbreak of the global pandemic, reports of aggression and mistreatment of Asian peoples are increasing locally and elsewhere. To affirm our commitments and support to Asian Americans or any other race who are subject to discrimination, the Seattle Colleges Board of Trustees desires to adopt a Resolution Condemning All Forms of Anti-Asian Sentiment as Related to COVID-19.

Recommended Action

It is recommended that the Board of Trustees adopt the attached Resolution.

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



Dr. Shouan Pan
Chancellor

Resolution of the Seattle Colleges Board of Trustees Condemning All Forms of Anti-Asian Sentiment as Related to COVID-19

WHEREAS, Seattle Colleges is a higher education community made up of diverse students, faculty, staff, and administrators.

WHEREAS, there are over 130 Asian American, Native American Pacific Islander-designated colleges and universities across the United States;

WHEREAS, the Asian American and Pacific Islander population is more heterogeneous than any other racial group in the U.S., with more than 48 ethnicities, over 300 spoken languages, various socioeconomic statuses, immigration histories, cultures, and religions;

WHEREAS, We are disturbed and alarmed by the senseless and frequent incidents of xenophobia, aggression, and racially motivated harassment and hate crimes against Asians and the Asian Pacific Islander Communities on college campuses and throughout the country since COVID-19 outbreak;

WHEREAS, Since its inception, Seattle Colleges has valued and honored the rich diversity among the faculty, staff, and the immigrant and international student populations, including their rich cultural traditions, political and economic contributions;

WHEREAS, Diversity, Inclusion, and Community is one of Seattle Colleges' strategic goals and one of our core values;

WHEREAS, Recent insensitive and irresponsible association of COVID-19 with Chinese or Asian communities has served to inflame racism and incite xenophobia locally and globally;

THEREFORE, BE IT Resolved, the Seattle Colleges Board of Trustees hereby denounces all forms of racism against Asians, Asian Americans, or any other race; joins communities, cities, counties, and states across the country in affirming its commitment to the safety and well-being of Asian-Americans and in combating acts of aggression and hate crimes targeting Asian American and Pacific Islanders; urges students, employees, and community partners to interrupt instances of racism and intolerance by reporting such behavior to college and district Human Resources Directors and to the Washington State Human Rights Commission and the Equal Employment Opportunities Commission.

Affirmed and adopted by Seattle Colleges Board of Trustees on this 11th day of June, 2020.

MEMORANDUM

TO: Board of Trustees

FROM: Steve Hill, Chair

DATE: June 11, 2020

SUBJECT: Recommendation to Amend the Chancellor's Contract

Background

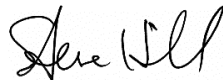
Given the current and projected budget challenges facing Seattle Colleges, Chancellor Pan has asked that the Trustees reduce his salary by 13%, to \$260,000 per year, effective July 1. This is intended to be a temporary salary reduction with reevaluation by the Board when the budget situation improves.

The Trustees have been provided with a revised contract to review and approve to implement this change

Recommended Action

It is recommended that the Board of Trustees authorize Chair Steve Hill to sign the amended contract with Chancellor Pan.

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



Steve Hill
Chair, Seattle College Board of Trustees

MEMORANDUM**TO:** Board of Trustees**FROM:** Dr. Shouan Pan, Chancellor**DATE:** June 11, 2020**SUBJECT:** Hermanson-sponsored Signage at South Seattle College Georgetown campus**Background**

Jerry Hermanson is the founder of the Hermanson Company, one of the leading mechanical contractors in the Pacific Northwest. Now retired after a career in this industry, including having been named to the University of Washington's Construction Industry Hall of Fame, Mr. Hermanson has been a supporter of South Seattle College through philanthropic gifts to the South Seattle College Foundation, and now to the Seattle College's Foundation on South's behalf. As a part of one of his earlier gifts, in 2016 the Board approved that the classroom where the college's BAS in Sustainable Building Sciences Technology program take place be named for Hermanson. At that time, due to transition of the Foundation function at Seattle Colleges, a temporary sign was installed. Now we have the opportunity to finally add a permanent sign. Driven by the faculty and staff of the BAS SBST program and Seattle Colleges Foundation, we have in partnership with students and Hermanson Co. developed a new sign design that will be installed at the end of the Summer and celebrated with the inaugural Annual Hermanson Forum at the Georgetown Campus in the Fall.

Recommended Action

It is recommended that the Board of Trustees receive this as information only. Jerry Hermanson is being honored for his contributions to the field and generous gifts to the Sustainable Building Science and Technology BAS at South Seattle College.

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

Dr. Shouan Pan
Chancellor

SSC GEORGETOWN HERMANSON CENTER SIGNAGE PRESENTATION TO LEADERSHIP

SUSTAINABLE BUILDING SCIENCE TECHNOLOGY BAS PROGRAM

STEVE ABERCROMBIE – SBST FACULTY COORDINATOR

KEVIN GIBSON – SBST STUDENT / HERMANSON COMPANY

MAY 12, 2020

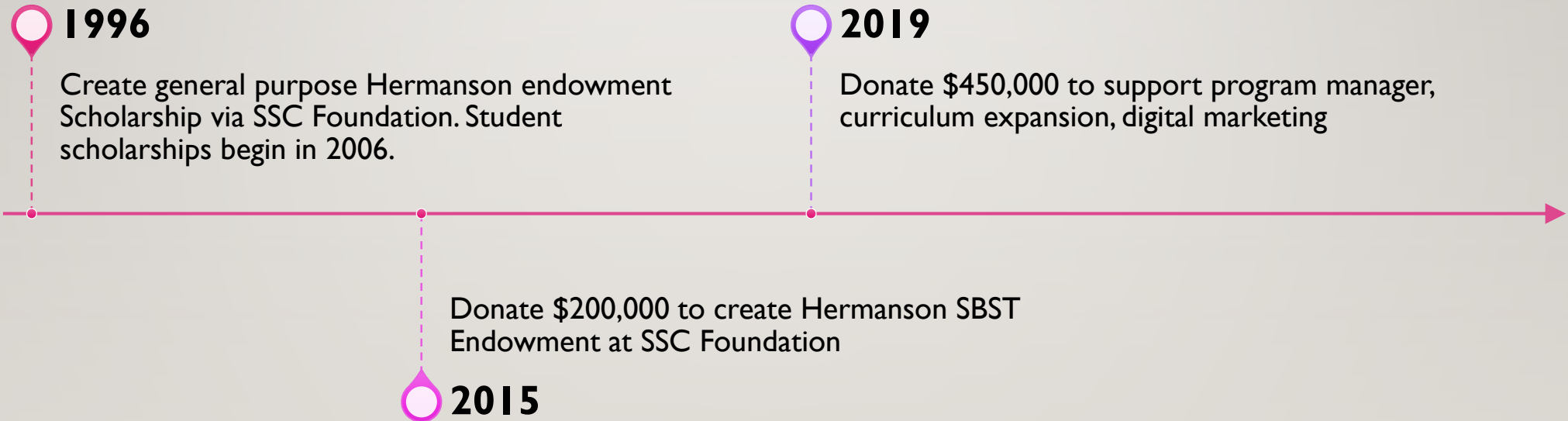


LAND ACKNOWLEDGEMENT

We would like to acknowledge that we work and study on the traditional land of the First People of Seattle, The Duwamish People, past and present, and honor with gratitude the land itself and the Duwamish Tribe.



LINDA AND JERRY HERMANSON - PHILANTHROPY



SIGN LOGISTICS

- We are seeking support and authorization from President Rosie and Chancellor Pan
- Hermanson Center naming approved by SSC Board of Regents in 2017
- Hermanson Company is donating design and fabrication of sign
- Seattle Colleges Foundation will pay for installation
- SSC Consultant (involved with main campus signage update) will review for standards
- Coordination of delivery and install by SBST project coordinator
- Install date – August 31, 2020

KEVIN GIBSON
DARRELL HARRIS
JOHN FRANKLIN
SHEILA ROE
SBST-302
BUILDING COMPONENTS

Signage – Hermanson Center

The “Hermanson Center for Sustainable Building Science Technology” signage needs to be upgraded. We need more visible and permanent signage to recognize a second gift from Mr. and Mrs. Hermanson.

The class will have the opportunity to do additional work on this next quarter – your group is going to do an audit on Georgetown Campus signage.

Please walk around the campus and take photos of the buildings from all angles. Take specific photos of all signage.

Pictures taken of:

- Hermanson Sustainable Building Science Center
- Gene J. Collins – Education Hall, Expansion sign
- Building C, Entrance sign on glass.
- SSC Georgetown Campus Parking lot entrance sign
- Hermanson Logo
- Hermanson Sustainable Building Science Center – Sign from outside of the building on the ground. (Sign is barely visible from the outside of the building,)

Is the signage consistent? Is it up to date (*hint: does it reflect the current name of the College*)?
No, the signage does not have a common design or font.
The sign at the road is generic to the campus.

Brainstorm potential signage locations (inside and out) to identify the Hermanson Center for Sustainable Building. As a proud SBST student – what signage would you like to see?

Possible Hermanson Center locations:

- Replace the existing banner with a stainless-steel base, with Blue back lit letters to spell out Hermanson Center
- Or
- Hermanson Sustainable Building Technology Center.
(The Hermanson Logo utilizes Blue Arrow to represent Airflow, with a Silver Arrow overlaid to form a H, representing the sheet metal component of the company. The two arrows representing mechanical airflow direction.)



BUILDING OVERVIEW

Current Signage and Viewscales



Photo Courtesy Victoria Hardy



Photo Courtesy Victoria Hardy





HERMANSON CENTER SIGN OPTIONS

Option A: Single sign with logo

Option B: Cutout letters (no logo)

Option C: Cutout letters with logo

OPTION A – SINGLE SIGN WITH LOGO



OPTION A – RENDERING



OPTION A – NIGHT RENDERING



OPTION B – INDIVIDUAL LETTERS (NO LOGO)

**HERMANSON SUSTAINABLE BUILDING
SCIENCE TECHNOLOGY CENTER**

OPTION B – RENDERING

HERMANSON SUSTAINABLE BUILDING
SCIENCE TECHNOLOGY CENTER

EXIT

**HERMANSON SUSTAINABLE BUILDING
SCIENCE TECHNOLOGY CENTER**



OPTION C – INDIVIDUAL LETTERS (WITH LOGO)



**HERMANSON SUSTAINABLE
BUILDING SCIENCE
TECHNOLOGY CENTER**

OPTION C – RENDERING



HERMANSON SUSTAINABLE
BUILDING SCIENCE
TECHNOLOGY CENTER





**HERMANSON SUSTAINABLE
BUILDING SCIENCE
TECHNOLOGY CENTER**

EXIT

MEMORANDUM

TO: Board of Trustees

FROM: Jennifer Strother

DATE: June 11, 2020

SUBJECT: Monthly Financial Summary - Information only

Background

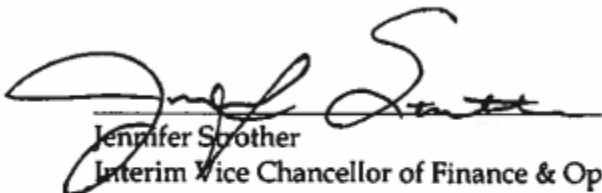
Seattle Colleges budgets and accounts for its funds in accordance with policies and procedures of the State of Washington Office of Financial Management (OFM) and the State Board for Community and Technical Colleges (SBCTC).

The attached Monthly Financial Summary provides summary data for all of the campuses and the District Office as of April 30, 2020.

Recommendation

It is recommended that this item be received as information only.

Submitted by:


Jennifer Strother
Interim Vice Chancellor of Finance & Operations

Transmitted to the Board with a favorable recommendation.


Dr. Shouan Pan
Chancellor

Financial Report
Period Ending April 30, 2020
Summary



Through April, tuition was down 3% and fees were down 6% and were 93% and 85% of budget respectively. COVID 19 emergency operations resulted in lower than expected enrollment for the fiscal year and correspondingly lower collection of tuition and fees.

Running start revenue was up 4% through April compared to revenues through April last year. Spring quarter billing for Running Start had not been completed by the end of April with different timing than last year due to COVID-related changes. International revenue collection was 18% lower than the same period through April last year and was 95% of budget.

Spending against the allocation will be increased in the remaining months of the year to fully spend state funding.

Salaries were up 11% and benefits up 7% over the same period last year. All expenses remain under budget through April with total expenses at 81% of budget.

Operating Funds History and Projections					
SEATTLE COLLEGES DISTRICT					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
SOURCES:					
State Allocation	\$ (49,717,829)	\$ (81,706,243)	\$ (56,657,929)	69%	14%
State Allocation/Capital	\$ (1,322,600)	\$ (1,322,600)	\$ (1,322,600)	100%	0%
Local Revenues:					
Tuition	\$ (28,948,408)	\$ (30,342,622)	\$ (28,221,147)	93%	-3%
Fees	\$ (9,098,218)	\$ (10,115,932)	\$ (8,555,401)	85%	-6%
Running Start	\$ (7,429,973)	\$ (9,991,765)	\$ (7,699,281)	77%	4%
International, IEL	\$ (20,974,914)	\$ (17,972,159)	\$ (17,138,253)	95%	-18%
Other	\$ (1,314,058)	\$ (1,008,829)	\$ (902,436)	89%	-31%
Revenue Transfers	\$ 1,111,433	\$ (83,567)	\$ 556,983	-667%	-50%
Use of Reserves	\$ (5,416,840)	\$ (4,035,913)	\$ (19,140)	0%	-100%
SubTotal	\$ (72,070,978)	\$ (73,550,787)	\$ (61,978,675)	84%	-14%
Total	\$ (123,111,407)	\$ (156,579,630)	\$ (119,959,204)	77%	-3%
USES BY EXPENSE TYPE:					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Salaries/Wages	\$ 74,272,429	\$ 102,833,152	\$ 82,276,999	80%	11%
Employee Benefits	\$ 25,303,597	\$ 34,569,616	\$ 27,128,090	78%	7%
Contracted Services	\$ 320,573	\$ 400,381	\$ 241,245	60%	-25%
Supplies	\$ 13,836,927	\$ 20,321,913	\$ 12,446,306	61%	-10%
Travel	\$ 455,796	\$ 853,400	\$ 297,681	35%	-35%
Equipment	\$ 1,551,674	\$ 1,951,167	\$ 1,172,132	60%	-24%
Grants to Students	\$ 4,627,782	\$ 7,221,649	\$ 3,535,983	49%	-24%
Other	\$ (5,345,624)	\$ (14,299,511)	\$ (3,042,197)	21%	-43%
DISTRICT TRANSFER	\$ -	\$ -	\$ (0)		N/A
Total	\$ 115,023,154	\$ 153,851,767	\$ 124,056,241	81%	8%
USES BY PROGRAM: *					
EXPENSES BY PROGRAM	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Instruction	\$ 66,605,161	\$ 86,832,991	\$ 67,531,836	78%	1%
Primary Support	\$ 9,396,079	\$ 15,592,360	\$ 12,010,920	77%	28%
Library	\$ 2,198,195	\$ 3,122,074	\$ 2,424,559	78%	10%
Student Svcs	\$ 10,561,655	\$ 16,063,318	\$ 11,769,640	73%	11%
Institutional Support	\$ 16,134,196	\$ 19,245,951	\$ 19,703,447	102%	22%
Plant Ops. & Maint.	\$ 10,127,868	\$ 12,995,073	\$ 10,615,839	82%	5%
Grand Total	\$ 115,023,154	\$ 153,851,767	\$ 124,056,240	81%	8%

* Instruction includes full-time faculty, part-time faculty and other instructional expenses

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Plant Operations and Maintenance include expenses for custodial, public safety, and maintenance staff and other plant related costs like utilities.

**Board approved 9/19 with allocation changes

Operating Funds History and Projections					
SEATTLE CENTRAL COLLEGE					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
SOURCES:					
State Allocation	\$ (19,440,520)	\$ (31,515,835)	\$ (27,484,673)	87%	41%
State Allocation/Capital	\$ (595,150)	\$ (595,150)	\$ (595,150)	100%	0%
			\$ -		N/A
Local Revenues:	\$ -		\$ -		N/A
Tuition	\$ (12,228,322)	\$ (12,472,200)	\$ (11,500,216)	92%	-6%
Fees	\$ (3,046,982)	\$ (3,215,249)	\$ (3,015,494)	94%	-1%
Running Start	\$ (3,138,415)	\$ (3,991,765)	\$ (3,288,247)	82%	5%
International, IEL	\$ (11,742,665)	\$ (10,651,353)	\$ (10,085,796)	95%	-14%
Other	\$ (20,758)	\$ (444,279)	\$ (480,217)	108%	2213%
Revenue Transfers	\$ 2,010,336	\$ (35,322)	\$ 30,856	-87%	-98%
Use of Reserves	\$ (1,141,560)	\$ (1,014,509)	\$ -	0%	-100%
SubTotal	\$ (29,308,367)	\$ (31,824,677)	\$ (28,339,114)	89%	-3%
TOTAL	\$ (49,344,037)	\$ (63,935,662)	\$ (56,418,937)	88%	14%
USES BY EXPENSE TYPE:					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Salaries/Wages	\$ 30,016,193	\$ 40,788,930	\$ 31,874,854	78%	6%
Employee Benefits	\$ 10,280,477	\$ 13,823,206	\$ 10,779,827	78%	5%
Contracted Services	\$ 103,307	\$ 78,590	\$ 76,036	97%	-26%
Supplies	\$ 4,845,545	\$ 7,023,973	\$ 4,606,773	66%	-5%
Travel	\$ 156,876	\$ 182,037	\$ 78,284	43%	-50%
Equipment	\$ 593,030	\$ 616,849	\$ 425,907	69%	-28%
Grants to Students	\$ 707,031	\$ 913,900	\$ 651,342	71%	-8%
Other	\$ (3,646,160)	\$ (8,442,271)	\$ (1,389,375)	16%	-62%
DISTRICT TRANSFER	\$ -	\$ 9,905,580	\$ 9,069,143	92%	N/A
TOTAL	\$ 43,056,300	\$ 64,890,794	\$ 56,172,791	87%	30%
USES BY PROGRAM: *					
EXPENSES BY PROGRAM	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Instruction	\$ 30,552,052	\$ 34,413,572	\$ 33,009,161	96%	8%
Primary Support	\$ 2,485,555	\$ 4,921,995	\$ 4,764,258	97%	92%
Library	\$ 806,237	\$ 1,471,098	\$ 1,057,555	72%	31%
Student Svcs	\$ 4,158,193	\$ 7,274,166	\$ 5,056,597	70%	22%
Institutional Support	\$ 1,858,806	\$ 10,735,103	\$ 8,507,026	79%	358%
Plant Ops. & Maint.	\$ 3,195,457	\$ 6,074,860	\$ 3,778,194	62%	18%
Grand Total	\$ 43,056,299	\$ 64,890,794	\$ 56,172,791	87%	30%

* Instruction includes full-time faculty, part-time faculty and other instructional expenses

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Institutional support includes institutional management, public relations IT, fiscal services, HR, Legal, and Insurance expenses

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**Board approved 9/19 with allocation changes

Operating Funds History and Projections					
NORTH SEATTLE COLLEGE					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
SOURCES:					
State Allocation	\$ (10,387,101)	\$ (23,922,293)	\$ (15,413,827)	64%	48%
State Allocation/Capital	\$ (330,650)	\$ (330,650)	\$ (330,650)	100%	0%
			\$ -		N/A
Local Revenues:			\$ -		N/A
Tuition	\$ (9,311,303)	\$ (9,978,200)	\$ (9,042,432)	91%	-3%
Fees	\$ (2,527,197)	\$ (2,912,700)	\$ (2,424,688)	83%	-4%
Running Start	\$ (1,900,881)	\$ (3,000,000)	\$ (2,109,275)	70%	11%
International, IEL	\$ (4,479,876)	\$ (4,220,806)	\$ (3,422,865)	81%	-24%
Other	\$ (257,459)	\$ (232,050)	\$ (248,912)	107%	-3%
Revenue Transfers	\$ -	\$ (48,245)	\$ 868,294	-1800%	N/A
Use of Reserves	\$ (2,699,662)	\$ (120,000)	\$ -	0%	-100%
SubTotal	\$ (21,176,379)	\$ (20,512,001)	\$ (16,379,878)	80%	-23%
TOTAL	\$ (31,894,130)	\$ (44,764,944)	\$ (32,124,355)	72%	1%
USES BY EXPENSE TYPE:					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Salaries/Wages	\$ 18,477,552	\$ 25,371,865	\$ 20,410,393	80%	10%
Employee Benefits	\$ 6,317,191	\$ 8,921,982	\$ 6,818,833	76%	8%
Contracted Services	\$ 22,470	\$ 148,034	\$ 34,490	23%	53%
Supplies	\$ 2,439,959	\$ 3,116,052	\$ 2,251,606	72%	-8%
Travel	\$ 63,309	\$ 152,684	\$ 49,543	32%	-22%
Equipment	\$ 467,920	\$ 841,100	\$ 133,357	16%	-71%
Grants to Students	\$ 602,743	\$ 539,189	\$ 785,231	146%	30%
Other	\$ 432,610	\$ (1,303,117)	\$ (793,613)	61%	-283%
DISTRICT TRANSFER	\$ -	\$ 6,839,568	\$ 6,046,886		N/A
TOTAL	\$ 28,823,754	\$ 44,627,357	\$ 35,736,726	80%	24%
USES BY PROGRAM: *					
EXPENSES BY PROGRAM	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Instruction	\$ 17,281,247	\$ 27,088,062	\$ 17,543,569	65%	2%
Primary Support	\$ 2,604,328	\$ 6,021,437	\$ 4,055,616	67%	56%
Library	\$ 593,328	\$ 727,592	\$ 761,137	105%	28%
Student Svcs	\$ 2,964,960	\$ 4,252,495	\$ 3,233,501	76%	9%
Institutional Support	\$ 2,163,153	\$ 4,594,484	\$ 6,564,030	143%	203%
Plant Ops. & Maint.	\$ 3,216,738	\$ 1,943,287	\$ 3,578,872	N/A	11%
Grand Total	\$ 28,823,754	\$ 44,627,357	\$ 35,736,725	80%	24%

* Instruction includes full-time faculty, part-time faculty and other instructional expenses

Note that budget changes between years are responsible for shifts in categories. E.g., some computer lab costs previously in instruction shifted to primary & institutional support. Timing of expenses and transfers cause other variances between years.

Primary Support includes academic admin., computer lab, institutional research, personnel development, academic admin., and curriculum development

Library expenses are for library and educational media expenses

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Institutional support includes institutional management, public relations IT, fiscal services, HR, Legal, and Insurance expenses

Plant Operations and Maintenance include expenses for custodial, public safety, and maintenance staff and other plant related costs like utilities.

**Board approved 9/19 with allocation changes

Operating Funds History and Projections					
SOUTH SEATTLE COLLEGE					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
SOURCES:					
State Allocation	\$ (13,239,040)	\$ (26,036,760)	\$ (13,758,016)	53%	4%
State Allocation/Capital	\$ (396,800)	\$ (396,800)	\$ (396,800)	100%	0%
			\$ -		N/A
Local Revenues:			\$ -		N/A
Tuition	\$ (7,408,782)	\$ (7,892,222)	\$ (7,678,498)	97%	4%
Fees	\$ (2,678,915)	\$ (2,492,250)	\$ (2,362,453)	95%	-12%
Running Start	\$ (2,390,677)	\$ (3,000,000)	\$ (2,301,759)	77%	-4%
International, IEL	\$ (4,752,374)	\$ (3,100,000)	\$ (3,629,542)	117%	-24%
Other	\$ (788,364)	\$ (317,500)	\$ (427,370)	135%	-46%
Revenue Transfers	\$ 488	\$ -	\$ 24,860	N/A	4991%
Use of Reserves	\$ (1,075,618)	\$ (2,901,404)	\$ -	N/A	-100%
SubTotal	\$ (19,094,241)	\$ (19,703,376)	\$ (16,374,763)	83%	-14%
TOTAL	\$ (32,730,081)	\$ (46,136,936)	\$ (30,529,579)	66%	-7%
USES BY EXPENSE TYPE:					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Salaries/Wages	\$ 17,472,278	\$ 22,743,820	\$ 18,343,830	81%	5%
Employee Benefits	\$ 5,767,493	\$ 6,901,322	\$ 5,858,510	85%	2%
Contracted Services	\$ 27,795	\$ 109,100	\$ 39,540	36%	42%
Supplies	\$ 3,602,734	\$ 4,370,013	\$ 2,980,337	68%	-17%
Travel	\$ 136,445	\$ 323,579	\$ 60,295	19%	-56%
Equipment	\$ 369,656	\$ 391,044	\$ 204,629	52%	-45%
Grants to Students	\$ 3,318,008	\$ 5,768,560	\$ 2,099,261	36%	-37%
Other	\$ (1,164,813)	\$ (4,343,426)	\$ (778,032)	18%	-33%
DISTRICT TRANSFER**		\$ 6,839,568	\$ 6,243,320		N/A
TOTAL	\$ 29,529,595	\$ 43,103,580	\$ 35,051,690	81%	19%
USES BY PROGRAM: *					
EXPENSES BY PROGRAM	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Instruction	\$ 18,554,993	\$ 25,331,357	\$ 18,616,099	73%	0%
Primary Support	\$ 1,439,625	\$ 3,223,195	\$ 2,551,097	79%	77%
Library	\$ 542,386	\$ 923,384	\$ 672,659	73%	24%
Student Svcs	\$ 3,438,501	\$ 4,536,657	\$ 3,478,937	77%	1%
Institutional Support	\$ 2,302,784	\$ 4,112,061	\$ 6,467,711	157%	181%
Plant Ops. & Maint.	\$ 3,251,307	\$ 4,976,926	\$ 3,265,187	66%	0%
Grand Total	\$ 29,529,595	\$ 43,103,580	\$ 35,051,690	81%	19%

* Instruction includes full-time faculty, part-time faculty and other instructional expenses

Note that budget changes between years are responsible for shifts in categories. E.g., some computer lab costs previously in instruction shifted to primary & institutional support. Timing of expenses and transfers cause other variances between years.

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**Board approved 9/19 with allocation changes

Operating Funds History and Projections					
DISTRICT					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
SOURCES:					
State Allocation	\$ (6,651,168)	\$ (231,354)	\$ (1,412)	1%	-100%
State Allocation/Capital			\$ -		N/A
	\$ (6,651,168)		\$ -		-100%
Local Revenues:			\$ -		N/A
Tuition		\$ -	\$ -		N/A
Fees	\$ (845,124)	\$ (1,495,733)	\$ (752,766)	50%	-11%
Running Start	\$ -	\$ -	\$ -		N/A
International, IEL	\$ -	\$ -	\$ (50)		N/A
Other	\$ (247,477)	\$ (15,000)	\$ 254,062	-1694%	-203%
Revenue Transfers	\$ (899,391)		\$ (367,027)		-59%
Use of Reserves	\$ (500,000)	\$ -	\$ (19,140)		-96%
SubTotal	\$ (2,491,992)	\$ (1,510,733)	\$ (884,921)	59%	-64%
TOTAL	\$ (9,143,159)	\$ (1,742,087)	\$ (886,333)	51%	-90%
USES BY EXPENSE TYPE:					
FISCAL YEAR	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Salaries/Wages	\$ 8,306,406	\$ 13,928,536	\$ 11,647,923	84%	40%
Employee Benefits	\$ 2,938,438	\$ 4,923,106	\$ 3,670,921	75%	25%
Contracted Services	\$ 167,001	\$ 64,657	\$ 91,179	141%	-45%
Supplies	\$ 2,948,689	\$ 5,811,875	\$ 2,607,590	45%	-12%
Travel	\$ 99,166	\$ 195,100	\$ 109,559	56%	10%
Equipment	\$ 121,069	\$ 102,174	\$ 408,238	400%	237%
Grants to Students	\$ -		\$ 150		N/A
Other	\$ (967,261)	\$ (210,697)	\$ (81,177)	39%	-92%
DISTRICT TRANSFER		\$ (23,584,715)	\$ (21,359,349)	91%	N/A
TOTAL	\$ 13,613,506	\$ 1,230,036	\$ (2,904,966)	-236%	-121%
USES BY PROGRAM: *					
EXPENSES BY PROGRAM	YTD-04/30/19	1920FY Budget**	YTD-04/30/20	% BDGT YTD	Change % YTD
Instruction	\$ 216,870	\$ -	\$ (1,636,994)	N/A	N/A
Primary Support	\$ 2,866,572	\$ 1,425,733	\$ 639,948	N/A	N/A
Library	\$ 256,245	\$ -	\$ (66,792)	N/A	N/A
Student Svcs	\$ -	\$ -	\$ 606	N/A	N/A
Institutional Support	\$ 9,809,454	\$ (195,697)	\$ (1,835,320)	N/A	N/A
Plant Ops. & Maint.	\$ 464,366	\$ -	\$ (6,414)	N/A	N/A
Grand Total	\$ 13,613,506	\$ 1,230,036	\$ (2,904,967)	N/A	N/A

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**Board approved 9/19 with allocation changes

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: June 11, 2020

SUBJECT: 2020-2021 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 October and December. The October meeting will be held on the third Wednesday of the month and the December meeting will be held on the third Thursday of the month. This change to the regular schedule is due to a conflict with the WACTC schedule.

Recommended Action

It is the recommendation of the administration that the Seattle Colleges Board of Trustees review the proposed meeting schedule for the 2019-2020 year, and if acceptable as written, approve the proposed schedule.

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



Shouan Pan, Ph.D.
Chancellor



BOARD OF TRUSTEES, PROPOSED 2020-21 MEETING SCHEDULE

Regular meetings are held on the second Thursday of the month, except October and December. The October meeting will be held on the third Wednesday of the month and the December meeting will be held on the third Thursday of the month. These changes are due to a conflict with the WACTC schedule. 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 10	North Seattle College	9600 College Way North Seattle, WA 98103
October 7	South Central College	6000 16 th Ave SW Seattle, WA 98106
November 12	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
December 17	North Seattle College	9600 College Way North Seattle, WA 98103
January 14	South Seattle College	6000 16 th Ave SW Seattle, WA 98106
February 11	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
March 11	North Seattle College	9600 College Way North Seattle, WA 98103
April 8	South Seattle College	6000 16 th Ave SW Seattle, WA 98106
May 13	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
June 10	North Seattle College	9600 College Way North Seattle, WA 98103
July 8	South Seattle College	6000 16 th Ave SW Seattle, WA 98106



**SEATTLE
COLLEGES**

Central · North · South · SVI

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: June 11, 2020

SUBJECT: Nomination of 2020-21 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.

Recommended Action

It is recommended that at the June Board meeting, the Board nominate officers to serve as chair and vice chair beginning September 1, 2018. At the July meeting, a vote will be taken to confirm the nominated officers.

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



Shouan Pan, Ph.D.
Chancellor

MEMORANDUM

TO: Board of Trustees
FROM: Shouan Pan, Chancellor
DATE: June 11, 2020
SUBJECT: Report to the Board of Trustee

I. Student Success**Career Connect Washington Grant**

Seattle Colleges was awarded \$236,351 through the Career Connect Washington program, administered by the WA Employment Security Department. The grant, a collaboration between the District Workforce Office and Seattle Central, will support development of a BAS degree in Extended Reality (XR), an umbrella term for virtual and augmented reality, at Seattle Central. The AAS-T portion of the pathway is slated for launch in Fall 2021, with a dual-credit on-ramp from high school (in partnership with Seattle Public Schools), on-ramps for Opportunity Youth, and pathways for working adults. The upper-division portion of the pathway will include two tracks: one for students interested primarily in XR programming, and one for students wishing to focus on 360 video and media arts.

The program will feature paid internship opportunities for students with industry partners such as Unity Technologies, Oculus, and Microsoft HoloLens. The curricula will be built in alignment with industry-recognized credentials developed by Unity Technologies, the leading XR development engine and a partner on the grant. Demand for Virtual Reality & Augmented Reality developers is expected to grow by 189% and 207% respectively over the next 10 years, with implications across a wide variety of sectors, including education, entertainment, healthcare, and telecommunications. Seattle Colleges will be one of only a few programs nationally to offer formal training in this growing field.

2020 Commencement

The [commencement](#) committee is sending all graduates "Commencement in a Box". The box will include the traditional keepsakes and other items (neck gaiters with college [mascot](#), lapel pin, stickers, etc.) to help students show their pride. We are also launching a [KudoBoard](#) to offer the community a way to congratulate students publicly. And, each campus is working on drive-through type event(s) for the week of June 25. Activities being considered are circuit selfie and yard-sign pickup stations.

II. **Organizational Excellence**

SBRFP Formed and Begun Its Work

Facing projected decline in both enrollment and state allocation, chancellor Pan appointed a Strategic Budget Reduction and Future Planning Task Force with participation from representatives of union partners, college councils, EDI Associate Vice Presidents, vice presidents of instruction, student services, administrative services, and workforce deans. Co-chaired by Dr. Kurt Buttleman and Dr. Bradley Lane, the Task Force is charged with developing a set of Guiding Principles for decision making and recommending cost-cutting and revenue-generating proposals to the Chancellor's Executive Cabinet and the Board of Trustees.

The Task Force held its first meeting on Friday, June 5 and is expected to forward its first set of recommendations by early July.

District Management Team Town Hall Reveals Progress and Issues

Over 225 managers across the district met in a Zoom-enabled Town Hall for two and half hours on May 18. In addition to having major college and divisional updates, break-out room discussions were well received. It became clear that despite all of the challenges associated with remote operations, professional, and administrative staff continued to work hard at providing quality assistance and services to students and the teaching faculty. IT staff, in particular, received overwhelming positive feedback for their quick and creative manner in responding to requests for assistance.

The discussions, however, also revealed that employees of all groups have been struggling with various issues, including lack of adequate technology tools, office equipment, and home space to conduct instruction and routine office work. More significantly, there was acknowledgement of growing level of anxiety and stress among employees over their physical health, isolation, fear of job insecurity, and budget uncertainties. Vice Chancellor Dixon and her HR staff have held two open town hall meetings to offer ideas and resources that can help alleviate the pressure. In addition, VC Dixon has also shared several emails that offer employee assistance resources and ideas on how to create safe and ergonomic work environment at home.

2020 Recruitment Efforts

Recruitment campaigns for summer and fall enrollment are underway. We are using GoogleAd words, paid, and unpaid social media campaigns. All will be funneled to college websites and the CRM. This year, in addition to our normal programming, we are spotlighting several BAS programs including our new BAS in accounting with an international focus.



Providing More Service to Students

A new chat feature we've added to our websites is helping answer prospective student questions. We're also offering virtual information sessions and, Seattle Central is piloting a virtual student panel. The panel offers prospective students an opportunity to ask questions about the transition from in-person to online classes.

COVID-19 EMERGENCY FUND MINI-CAMPAIGN

In early March, the Seattle Colleges Foundation shifted from work on the Seattle Ready capital campaign to a \$500K mini-campaign to raise emergency grants for students affected by the COVID-19 crisis. Since the start of the min-campaign, \$323,802 has been raised to date. The campaign is continuing.

III. Partnerships

Government Relations Update

State Legislature:

While Senate Republicans and the Seattle Times have called for a Special Session of the Legislature soon after the release of the mid-June Revenue Forecast, that is looking unlikely based on recent conversations with Senate and House Democrats, including Sen. David Frockt, Vice Chair of the Senate Ways & Means Committee; Speaker Emeritus Frank Chopp; and Rep. Gael Tarleton, Chair of the House Finance Committee. They believe the Governor will work with OFM and propose a new supplemental budget for the 20-21 fiscal year which begins on July 1, 2020. Then the Governor will engage majority caucus and budget leaders and will only convene a session when sufficient agreement has been reached to pass this new budget. Frank Chopp told Steve Leahy he believes that the approximately \$3.4 billion in the Budget Stabilization Account/Rainy Day Fund will keep the FY 20-21 year budget pretty much balanced. Gael Tarleton has a slightly different view and seems reluctant to spend-down the entire Rainy Day Fund in one fiscal year. Behind-the-scenes discussions among Senate and House Democrat leaders will continue to occur over the next few weeks.

Federal Relief:

Simultaneously, we are staying in close-touch with Senator Patty Murray and Reps. Pramila Jayapal and Adam Smith regarding potential fiscal relief packages being proposed in Congress. While the \$3 trillion HEROES Act passed the House along party-line votes, it is likely that then Republican-controlled Senate will only consider a more modest relief/stimulus package this summer.

MEMORANDUM

TO: Board of Trustees
FROM: North Seattle College Acting President Dr. Kurt Buttleman
DATE: May 27, 2020
SUBJECT: Report to the Board of Trustees

I. Institutional Excellence

Student Art Exhibition Now Showing

- The annual 2019-2020 North Seattle College Juried Student Art Exhibition is online through June 19. The exhibit showcases student work made during the 2019-20 school year, and is on view at artgallery.northseattle.edu.

NSC Hosts Virtual Open House

- On May 19, NSC hosted a Virtual Open House for high school students and teachers. Multiple departments collaborated to host the event including Workforce, the Library, IT, Admissions, Student Leadership, the President's Office and the District's Workforce department; 48 guests attended.

II. External Affairs

Electronics Program Collaborates with Boeing

- In May, Electronics Navigator Julie Lyderson presented a Mechatronics webinar, hosted by the Boeing Company, for Washington State Core Plus Aerospace high school students. This summer, five Electronics students were offered summer internships at various Boeing facilities.

III. Pride Points

Mascot Logo is Revealed

- The excitement continues surrounding NSC's new mascot "Star" the Pacific Tree Frog. The new logo will be revealed to the campus at the Annual Service Awards event on June 3. Thank you to Paulette Eickman, district graphic designer, for bringing Star to life.





SEATTLE CENTRAL COLLEGE

One of the Seattle Colleges

PRESIDENT'S OFFICE

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MEMORANDUM

TO: Board of Trustees
FROM: Sheila Edwards Lange, Ph.D., President
DATE: May 28, 2020
SUBJECT: Seattle Central College monthly report

STUDENT SUCCESS

Seattle Central students make PTK All Washington Academic Team: Michael Chu and Henry Ho have been selected as members of the 2020 All Washington Academic Team. Chu is a first-generation college student and president of Seattle Central's PTK chapter. He is studying business administration. Ho is currently a Running Start student working toward his high school diploma and associate of science degree.

INSTITUTIONAL EXCELLENCE

Partial campus opening on May 18: We have started to offer a very limited number of onsite classes and services by appointment. The few career-track programs with students on campus include Culinary, Medical Assisting, Nursing, Respiratory Care, Surgical Technology, and Marine Technology. Everyone entering must take a COVID-19 training, attest that they are healthy, and follow strict safety protocols.

Seattle Central College receives Campus Compact Award: On May 11, Seattle Central College was honored with the inaugural Eduardo J. Padrón Award for Institutional Transformation from Campus Compact, at a virtual awards ceremony. The award recognizes community colleges that have undertaken comprehensive, planned efforts to advance a commitment to prepare students for lives of engaged citizenship, embrace place-based responsibilities to contribute to the health and strength of our communities, use the full capacity of the institution to challenge social and economic inequalities that threaten our democratic future, and undertake this work through mutually respectful partnerships.

PA upgrade is complete: Seattle Central facilities staff and emergency notification contractors have finished the long-awaited upgrade of our public address emergency system. The upgrade has connected all of our Broadway campus buildings (Broadway Edison, Science and Math, Mitchell Activities Center, and the Broadway Performance Hall), so that we can send announcements to all of them.

PARTNERSHIPS

Believe 2.0 happening on June 6: The Believe 2020 Gala was rescheduled to June 6 as a virtual fundraising event. Believe 2.0 rallied the community around the role of the college to rebuild our economy in a post-COVID world, and a featured video profile of a Respiratory Care alumni now working in the field. Nearly 300 participated in 30 virtual "tables" or teams to reflect on the impact of education in their lives. The event also tried to recreate the feeling of an in-person event with features such as a virtual chatroom, dance party and the ability to publicly make a donation pledge.

PRIDE POINTS

Seattle Central president and program receive state awards: Dr. Sheila Edwards Lange, president of Seattle Central College, has been recognized as the 2020 Chief Executive Officer of the Year by the Washington State Association of College Trustees (ACT) for her transformational leadership, commitment to equity, and development of partnerships that bridge the opportunity gap for all students. Year Up Puget Sound was also recognized as Partner of the Year for its work with Seattle Colleges.

MEMORANDUM

TO: Board of Trustees
FROM: Rosie Rimando-Chareunsap, President
DATE: June 11, 2020
SUBJECT: Report to the Board of Trustees

I. Student Success

- The first evaluation of a prototype project between South Seattle College and the Port of Seattle to create career advancement opportunities into aviation maintenance (AMT) for SeaTac Airport workers shows great promise. In the program, current airport employees in entry-level positions take an introduction to AMT course taught by South staff in preparation for entering the full two-year program at the college. Twenty-three students enrolled in the class (96 percent persons of color) and there was a 74 percent completion rate. Ten students are ready to enter the full program in the fall. Many South employees have contributed to the project's success.

II. Institutional Excellence

- South held a Health and Wellness Check-In for faculty and staff on May 20 as a way to informally connect and reinforce the college's highly relational culture during remote operations due to the COVID-19 pandemic. After a welcome and universal check-in from President Rimando-Chareunsap, participants broke into smaller sessions for more in-depth sharing of experiences and advice for one another.
- South's Institutional Effectiveness department administered several surveys in late May and early June to gather critical feedback on our current remote operations state and visioning prompts for the college's future. Individualized "Working Together to Build Our Future" surveys were sent to faculty, staff, and students. Additionally, a survey was distributed to community members in South's service area to gather feedback on their educational needs at this moment and looking forward.

III. External Affairs

- President Rosie Rimando-Chareunsap participated in Evergreen High School's virtual Senior Signing Day Celebration on Friday, May 29, joined by fellow panelists Alisha Valavanis, Seattle Storm CEO and GM, New York State's Superintendent of the Year Dr. Luvelle Brown, and Aaron Garcia, Director of Highline Public Schools Board of Directors. It was an opportunity to celebrate Evergreen seniors' accomplishments and provide key advice for their next chapter of higher education.



May 28, 2020

To: SCD Board of Trustees

From: Annette Stofer, AFT Seattle Local 1789 President

Re: June 2020 report

Today is my first time to work in the office while following the newest protocols for being on site. I appreciate the clear directions that we have been given, and I find the on-line form for announcing my presence to be a thorough reminder of symptoms that would signal that I should not be going in to work. Thanks to Christel Olsen and the Compliance Office for this and so much more in preparation to bring some classes and employees back to campus. We have heard from a small number of faculty who were impressed by the training and steps that have been taken to ready the facility and train students. Our AFT leaders will keep our eyes and ears open for issues that need to be addressed. We know that it will take all of us cooperating well to make this work.

Contract negotiations continue between AFT and SCD. While things feel like they are moving slowly, we have productive sessions. Many contract sections need to change to in regard to equity and diversity. Both teams are committed to these changes as we look for meaningful improvements that we need to make. Our teams are also committed to problem solving, and have been pleasantly surprised at some of the contract provisions that are getting needed attention. There are a lot of mutual interests that make negotiations a positive experience. Of course, financial discussions are very difficult even in good times. So the current challenges from falling enrollments and COVID-19 will force us to do our best thinking in order to find solutions for those things that the faculty tell us are most important—namely being able to afford to live and work in Seattle, and to have equitable workloads across program types.

You as trustees of our district may be hearing from faculty and community members about the value of our Intensive English Programs. For more than a year, these programs have gone through viability reviews and the district administrators have been in the planning stages of merging the three programs into one. Some months back, a plan, based on the viability reviews, discussions with faculty and staff, and data gleaned from many years of operation, was proposed and agreeable to the stakeholders. But then this spring, a consultant came forward with a proposal to do a brief look at the programs and make suggestions for the future. We, IEP faculty and AFT representatives, are dismayed that someone with so little knowledge of our programs, mission, and impact on our communities, has derailed a good plan and suggested closing down the programs at North and South. The losses from such a plan cannot be quantified. The effort that would be required to rebuild the programs and the departments that they feed into cannot be ignored. This decision has real impacts on faculty jobs, both in IEP and other instructional programs, on students who are looking for a particular kind of educational experience, and on the surrounding communities that benefit from the personal relationships formed with international students. It's possible that a decision will have been made before your June meeting. I hope we can celebrate a decision that preserves excellent programs at all of our colleges.

MEMORANDUM

TO: Board of Trustees

FROM: Camila Christensen

Student Body President

Seattle Central College

DATE: May 27th 2020

SUBJECT: ASSOCIATED STUDENT COUNCIL REPORT – Information Only

Student Leadership Report

Hiring 2020-21: The Associated Student Council ratified last week the new officers for the year of 2020-21. These students have exhibited all the characteristics that we value in student leaders. We know that the diversity of the new members will provide a much-needed perspective for the student body and that our community is comprised.

- **Maryam Nuraliyeva (Executive of Administration)** - Maryam was born and raised in Samarkand, Uzbekistan. She lived in Philadelphia, where she volunteered at Women's Opportunities Resource Center translating for Russian speaking refugees. She moved to Seattle in 2013 and she is working on an associate of allied health generalist degree at Seattle Central.
- **Florencia Gisela Arias (Executive of Communication)** - Florencia is from Buenos Aires, Argentina, and moved to Seattle in 2018. Her leadership experience began when she started working for the Government of the City of Buenos Aires, and later for the Government of the Nation. She is acquiring an associate degree at Seattle Central with emphases in communication.
- **Baine Marc Relatado (Executive of Finance)** - Blaine was born and raised in the province of Lanao del Norte, Philippines. He moved with his family in Seattle in the summer of 2019. Working in the retail industry has helped him sharpen the needed skills to become an entrepreneur. He is acquiring an Associate degree for Business Administration at Seattle Central.
- **Alex Roque (Executive of Issues and Concerns)** - Alex was born and raised in Manila, Philippines. She immigrated to Seattle in 2019. Alex is a member of OneAmerica's youth council, an immigrant and refugee advocacy organization. Upon receiving her associate

degree at Seattle Central, she plans to transfer to a four-year university and major in economics and political science.

- **Sara Bukair (Executive of Legislative Affairs)** - Sara is an active and ambitious second-year student at Seattle Central College. Having lived overseas for several years, Sara quickly developed an interest in international relations and is currently working towards a double major in economics and political science.
- **Robert Selfe (Executive of Student Success)** - Robert is a student in the Social Work Program at Seattle Central as well as being a volunteer at the college's food pantry. He has worked with many diverse populations before and he is the former satellite programmer for the equity and diversity office at Edmonds Community College.

MEMORANDUM

TO: Board of Trustees

FROM: Krisna Mandujano and Mahsa Mohajeri

DATE: June 11, 2020

SUBJECT: United Student Association (USA) REPORT – INFORMATION ONLY

Universal Technology Requests

Mahsa Mohajeri coordinated the USA team's UT fund request for two new laptops, a surface, a smartboard projector, and a camera. The laptops will be located in the JMB 119 Leadership office for student leaders. Currently, the office has a computer shortage, and purchasing laptops will solve this issue. The smartboard projector requested will be placed in the JMB 128 for the use of USA weekly meetings and any other meetings hosted in that meeting room. The surface pro will be used for checking in guests who attend our meetings and help keep an organized record of attendees for the public meetings act. The camera will be used to take quality pictures at events by the Marketing Officer.

SA Fee Board

Julio Espinola, USA Treasurer, served as the SA Fee Board Chair, and Anna Au, Vice President, served as a member and finalized the 2020-21 SA fee allocations totaling \$750,000. Both officers attended meetings with the committee regularly, reviewed allocation requests, and finalized the budgets for next year. Anna Au presented the committee's decisions to the President's Cabinet and the Board of Trustees on behalf of the committee and the student body.

Selection Committee

The Selection Committee members, Afrah Agraw, Mona Debesai, and Krisna Mandujano, have been involved in the process of organizing and selecting next year's USA Officers. The deadline has been extended to May 28 to provide students another opportunity to apply. The committee has been working on outreach to PIO social media and advertisements through teachers to encourage more students to apply.

PTK Service Project May

Cam Bernal Brand, PTK president, Deepa Bhandaru, new PTK advisor/political science instructor, Monica Lundberg Student Life Manager, and Najma Mohamed, the Diversity and Inclusion officer, hosted a meeting about micro-aggressions on Zoom. At this meeting, we discussed racism, being a bystander, speaking out, safety, etc. Eight students attended and



everyone spoke freely and shared their experiences. Both the PTK and Najam Mohamed did a wonderful job of creating a safe environment for everyone to learn and share opinions.

Food Pantry deliveries

Monica Lundberg and the campus Food Pantry coordinated a pilot program, delivering free fresh organic produce to South students on May 21. Supported by a King County Farmer's Share grant and in cooperation with Good Food Bags/Seattle Tilth, over 30 students received a bag of bok choy, mushrooms, pears, apples, bananas, carrots, recipe booklet and a cloth mask delivered to their front door. West Seattle Food Bank also donated shelf stable items. Kerri Calder-Sudthisa and Max Paulin volunteered for the coordination and the no-contact deliveries in the White Center and West Seattle areas.