



SESSION	TIME	LOCATION (HYBRID)	
EXECUTIVE	1:00 p.m.	Closed Session	
STUDY	2:00 p.m.	South Seattle College Cascade Hall Room 107 6000 16th Avenue SW Seattle, WA 98106	Zoom URL: zoom.us/j/94384104534 Meeting ID: 943 8410 4534 Passcode: 313828
REGULAR	2:30 p.m.		

EXECUTIVE SESSION

1:00 p.m. AGENDA

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.

A. Negotiations

- a. 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.

B. Litigation Update

- a. 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;

C. Personnel

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

STUDY SESSION

2:00 p.m. AGENDA

No study session will be held on November 9, 2023.



REGULAR SESSION

2:30 p.m. PRELIMINARY MATTERS

- A. Call to Order
- B. Land Acknowledgment Updates | D'Andre Fisher
- C. Approval of Agenda

2:40 p.m. PUBLIC COMMENT

The Seattle Colleges Board of Trustees welcomes students, employees, and community partners to address the Board during the Public Comment period specified on the Agenda. The Board provides 15 minutes for public comments, which may be adjusted at the discretion of the Board Chair.

Each speaker has 3 minutes to address the Board, and speakers are encouraged not to repeat the same issue that a previous speaker has already raised. Advanced signup for oral comments is requested by completing the short form linked on the [Public Comment – Board of Trustees website](#).

Additional commenters will only be called upon during the meeting as time allows. If there is not enough time for all speakers, commenters will be encouraged to submit a written statement or be put on the list for oral comments at the next public meeting.

In addition, written statements are accepted by Ricky Goetz at any time (via web form mentioned above). All written statements received by noon on the Friday before the Regular Board of Trustees meeting will be published in the public packet. Written statements received after that date and time will be added to the Board packet and transmitted to the Board for the following Board meeting.

The Board functions at the policy level while daily operational matters are delegated to the district and college management team. It is, therefore, not the practice of the Board to respond specific to operational issues during Public Comment period.

2:55 p.m. HIGHLIGHT PRESENTATION

- A. Grants at South Seattle College | Sarah Sabay, Director of Grants and Planning

3:10 p.m. CONSENT AGENDA

- A. Minutes: October 5, 2023 – Regular Meeting | Pg. 4



3:15 p.m. ACTION ITEMS

- A. **Transfer of HEERF CARES Lost Revenue and Increase to FY 2022-2023 Operating Revenue Budget | Julianne DeGeyter | Pg. 10**

3:30 p.m. INFORMATION ITEMS

- A. **Capital Projects Balances Report 2023-2025 | Julianne DeGeyter | Pg. 12**
B. **2022-23 Year-End Budget Status Report | Julianne DeGeyter | Pg. 16**

4:00 p.m. ORAL REPORTS

Section to provide any additional oral reports that were not included in any submitted written reports.

A. Student Representatives

- i. Quynh Nguyen – South | **Pg. 19**
- ii. Chayton Remle - North | **Pg. 21**
- iii. Fatimah Abdullahi – Central | **Pg. 23**

B. Labor Representatives

- i. WFSE
AFT Seattle Community Colleges
- ii. AFT-SPS

C. Chancellor

D. Chair

- i. Fall ACT Conference - November 16-17, 2023

E. Trustees

- i. Legislative Update

F. Board Committees & Liaisons

- i. Finance Committee
- ii. Foundation Liaison
- iii. Legislative Liaison
- iv. Strategic Planning Committee

G. College Presidents, Vice Chancellors, Associate Vice Chancellors

- i. Dr. Bradley Lane, Interim President of Seattle Central College | **Pg. 26**
- ii. Jennifer Dixon, Vice Chancellor Human Resources | **Pg. 27**
- iii. D'Andre Fisher, Associate Vice Chancellor of Equity, Diversity, Inclusion and Community
- iv. Kerry Howell, Vice Chancellor of Advancement
- v. Dr. Sayumi Irely, Acting President of South Seattle College | **Pg. 30**
- vi. Dr. Rachel Solemsaas, Interim President of North Seattle College | **Pg. 32**
- vii. Cindy Riche, Associate Vice Chancellor and Chief Information Officer
- viii. Julianne DeGeyter, Vice Chancellor of Finance and Operations
- ix. vii. Earnest Phillips, Associate Vice Chancellor of Communications and Strategic Initiatives

5:00 p.m. ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Thursday, December 14, 2023, at Seattle Central College in Broadway Edison room 1110/1111. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 2:30 p.m.



SESSION	TIME	LOCATION (HYBRID)	
EXECUTIVE	1:00 p.m.	Closed Session	
STUDY	2:00 p.m.	North Seattle College North Star Dining Room 9600 College Way N Seattle, WA 98103	Zoom URL: zoom.us/j/95603975542 Meeting ID: 956 0397 5542 Passcode: 056799
REGULAR	2:30 p.m.		

TRUSTEE ATTENDANCE

Teresita Batayola	Present	Brian Surratt, Vice Chair	Present
Louise Chernin, Chair	Present	Rosa Peralta, Chair	Present
Colleen Echohawk	Present		

LEADERSHIP ATTENDANCE

Fatuma Mohamed Abdulahi	Present	Bruce Marvin	Present
Julienne DeGeyter	Absent	Quynh Nguyen	Present
Jennifer Dixon	Present	Earnest Phillips	Present
Johnny Dwyer	Absent	Chayton Remle	Present
Diane Ellis	Absent	Helena Ribeiro	Present
D'Andre Fisher	Present	Cindy Riche	Present
Rachael Guenthner	Present	Rosie Rimando-Chareunsap	Absent
Kerry Howell	Absent	Willow Schooler	Present
Sayumi Irey	Present	Rachel Solemsaas	Present
Bradley Lane	Present	Dawnelle Wilkie	Absent



EXECUTIVE SESSION

1:00 p.m. AGENDA

A. Negotiations

- a. 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.

B. Litigation Update

- a. 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;

C. Personnel

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

STUDY SESSION

2:00 p.m. AGENDA

Chair Rosa Peralta called the study session to order at 2:14 p.m.

A. Moving to a Consent Agenda | Chair Rosa Peralta

- B. **Motion 1: Trustee Colleen Echohawk moved to** amend the agenda to add the topic of consent agenda to the action items; motion seconded; motion approved unanimously.

REGULAR SESSION

2:30 p.m. PRELIMINARY MATTERS

Chair Rosa Peralta called the study session to order at 2:31 p.m.

A. Land Acknowledgment Updates | D'Andre Fisher

D'Andre Fisher, Associate Vice Chancellor for Equity, Diversity, Inclusion, & Community, provided an update related to land acknowledgments at Seattle Colleges.

Chancellor Dr. Rosie Rimando-Chareunsap, the college presidents, and members of the Seattle Colleges attended the Washington State Board for Community and Technical Colleges - Puget Sound Government-to-Government Summit with Tribal Leaders Wednesday, September 6, 2023. At Renton Technical College.

Summit Topics:

- Why WA SBCTC launched the Office of Tribal Government Affairs
- What is [RCW 43.376](#) Government-To-Government Relationship Building?
- How Washington Community & Technical Colleges consult with Tribes in meaningful ways?



- Examples of successful partnerships between WA Tribal Sovereigns and Washington Community & Technical Colleges
- Round Table: Tribal Leaders and Community & Technical College Leaders

Concluding this summit, Dr. Rimando-Chareunsap has set forth a charge for the Seattle Colleges to convene an **"Indigenous Partnerships Roundtable"** which took place on Wednesday, September 27th, 1:00pm-3:00pm.

As we engage in processes of bring together our colleagues doing various work, and anyone who is interested within the Seattle Colleges to:

1. **Connect** people, champions, experts, partners across the Seattle Colleges together.
2. **Map** what we are already doing with tribal communities and organizations, with native students, and in the space of indigenous studies or pedagogy; compile into an inventory a reference list we can update and evolve over time.
3. **Identify** opportunities or gaps we can or should be looking at closely at how the Seattle Colleges can create more space/s for the voices of our Indigenous students, staff, and faculty to feel in community- a sense of belongingness and welcomed on our campus.
4. **Recommend** next steps and growth steps for how we deepen meaningful ties with Native/indigenous communities.
5. **Land Acknowledgements** are critical to not become a token gesture. They are not meant to be static, scripted statements that every person must recite in exactly the same way. They are expressions of relationships we have with our tribal leaders and Native/indigenous communities. Therefore, we will hold off on reading the land acknowledgements at this time. Next steps are forthcoming.

2:40 p.m. PUBLIC COMMENT

1. Helena Ribeiro
2. Rachel Guenther
3. Zahra Alavi

The board requested an update from administration at the next board meeting regarding the topic addressed in public comment regarding late paychecks and the Payroll Department being understaffed.

Dr. Bradley Lane provided an update regarding the topic of student computers that was provided at public comment stating that a large order of Chromebooks has been ordered and awaiting delivery. It was stated that more hotspots for students have also been ordered.

2:55 p.m. HIGHLIGHT PRESENTATION

A. Architectural Excavation of Kumasaka Family Farm at North Seattle College

Peter Lortz, Vice President of Instruction, and Brian Palmer, Dean of Arts, Humanities & Social Sciences presented on the [architectural excavation of the Kumasaka Family Farm at North Seattle Colleges](#).

Trustees tasked the program to inspect the language used in the presentation and program more closely. Specifically regarding terminology used when referring to incarcerated and displaced peoples.



3:10 p.m. ACTION ITEMS

- A. Minutes: September 14, 2023 – Regular Meeting**
- B. Motion 2: Trustee Louise Chernin moved to** approve the September 14, 2023 regular meeting minutes; motion seconded; motion approved unanimously.
- C. Moving to a Consent Agenda**
Motion 3: Trustee Louise Chernin moved to adopt a consent agenda for meetings with the exception of budget and finance items that require approval; motion seconded; motion approved unanimously.

3:30 p.m. INFORMATION ITEMS

A. Introductions

- I. Dr. Rachel Solemsaas

Dr. Lane introduced Dr. Rachel Solemsaas as the Interim President of North Seattle College.

B. Transfer of Property at North Seattle College to Bellwether Housing | Lincoln Ferris

Lincoln Ferris, Advisor to the Presidents and Chancellor, provided a brief background and update regarding the transfer of property at North Seattle College to Bellwether Housing. In September 2020 North Seattle College issued an RFI soliciting letters of interest from non-profit real estate developers to develop a parcel of land on the campus for affordable housing. In January 2021 the College requested Trustee approval to enter into an Exclusive Negotiating Agreement with Bellwether – Chief Seattle Club to develop the land. Pursuing the project required the approval of SBCTC, which authorized the project in March 2021 subject to the conditions of Resolution 21-03-10; SBCTC was updated on the subsequent negotiations and passed Resolution 22-08-44 on August 23, 2022 (Appendix B), revising the conditions for their approval of a ground lease, one of which was the approval of the negotiated ground lease by the Seattle Colleges District VI Board of Trustees.

Over the spring and summer of 2023, it became apparent that the College's retention of an interest in the property would conflict with certain terms and conditions required to secure project financing. In response, the parties have pivoted from a ground lease to an out-right transfer of the surplus property to the developer. Such a transfer is authorized under RCW 28B.50.090(16), which authorizes the SBCTC to sell CTC surplus property and RCW 39.33.015, which authorizes the transfer for surplus property to private developers for purposes of developing affordable housing. As with the original ground lease proposal, the College will receive a newly constructed 5700 square foot shell building as consideration for the surplus property.

Due to the current project status, it was stated that administration and the board will continue looking into the topic of incorporating the construction of a longhouse at this site into the project plan.

C. Seattle Colleges Continuum to Lead with Racial Equity and Becoming an Anti-Racist Institution | D'Andre Fisher

D'Andre Fisher, Associate Vice Chancellor for Equity, Diversity, Inclusion, and Community, provided a sneak peak into the upcoming EDIC data dashboards being created.



D. Summer 2023 Quarter Final Enrollment Report | Dr. Bradley Lane

It was stated that compared to Summer 2022, there is a 6% increase in our overall districtwide enrollment. The following table summarizes Total FTES for Summer 2023:

Campus	Total		Change	
	Summer 2023	Summer 2022	#	%
District	4,548	4,277	271	6%
Central	1,880	1,777	103	5%
North	1,217	1,111	106	9%
South	1,450	1,389	61	4%

Detailed information for FTES type, course intent and student demographics are further outlined in the subsequent pages the provided report on page 58 of the meeting packet.

4:00 p.m. ORAL REPORTS

Section to provide any additional oral reports that were not included in any submitted written reports.

A. Student Representatives

- i. Chayton Remle – North
- ii. Fatuma Mohamed Abdulahi – Central
- iii. Quynh Nguyen – South

B. Labor Representatives

- i. WFSE
AFT Seattle Community Colleges
- ii. AFT-SPS

C. Chancellor

D. Chair

- i. ACCT Leadership Congress - October 9-12, 2023
- ii. Momentum - October 19, 2023
- iii. Fall ACT Conference - November 16-17, 2023

E. Trustees

- i. Legislative Update

F. Board Committees & Liaisons

G. College Presidents, Vice Chancellors, Associate Vice Chancellors

- i. Dr. Sayumi Irei, Acting President of South Seattle College
- ii. Dr. Rachel Solemsaas, Interim President of North Seattle College
- iii. Kerry Howell, Vice Chancellor of Advancement
- iv. D'Andre Fisher, Associate Vice Chancellor of Equity, Diversity, Inclusion and Community
- v. Cindy Riche, Associate Vice Chancellor and Chief Information Officer
- vi. Julianne DeGeyter, Vice Chancellor of Finance and Operations
- vii. Earnest Phillips, Associate Vice Chancellor of Communications and Strategic Initiatives
- viii. Dr. Bradley Lane, Interim President of Seattle Central College
- ix. Jennifer Dixon, Vice Chancellor Human Resources



5:00 p.m. ADJOURNMENT

Chair Peralta adjourned the meeting at 4:38 pm

The next regular meeting of the Board of Trustees will be held on Thursday, November 9, 2023, at South Seattle College in Cascade Hall Room 107. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 2:30 p.m.

DRAFT



Date Submitted Presenter

10/31/23

Julienne DeGeyter

Position

Vice Chancellor, Finance & Operations

Meeting Date Topic

11/9/23

Transfer of HEERF CARES Lost Revenue and Increase to FY 2022-2023 Operating Revenue Budget

Background Information (include if applicable: funding, fiscal impact)

Seattle Central College is requesting authorization to formally transfer \$5,028,441 into Fund 149 from HEERF CARES Lost Revenue and increase the Operating Revenue Budget for Fiscal Year 2022-2023 by the same amount. The fund transfer is in line with the budget Seattle Central has presented to the Board for Fiscal Year 2022-2023. The college has maintained it would use HEERF CARES Lost Revenue fund to offset any budget deficit in its budget status reports to the Board. This request is to ensure the funds and budgets are reported in accordance with policy.

Rationale for Board Action

Per Seattle Colleges Policy 108, transfers, and budget revisions over \$500,000 must be approved by the Board.

Chancellor's Recommended Motion

In accordance with Board Policy 108, it is recommended that the Board of Trustees make a motion to approve the fund transfer and budget increase for FY 2022-2023.

Attachments (presentations, supplemental documents, reports, resolutions)

☒ Yes ☐ No



MEMORANDUM

TO: Board of Trustees

FROM: Julianne DeGeyter

DATE: November 9, 2023

SUBJECT: Transfer of HEERF CARES Lost Revenue and Increase to FY 2022-2023 Operating Revenue Budget – ACTION ITEM

Background

Per Seattle Colleges Policy 108, transfers, and budget revisions over \$500,000 must be approved by the Board.

Seattle Central College is requesting authorization to formally transfer \$5,028,441 into Fund 149 from HEERF CARES Lost Revenue and increase the Operating Revenue Budget for Fiscal Year 2022-2023 by the same amount. The fund transfer is in line with the budget Seattle Central has presented to the Board for Fiscal Year 2022-2023. The college has maintained it would use HEERF CARES Lost Revenue fund to offset any budget deficit in its budget status reports to the Board. This request is to ensure the funds and budgets are reported in accordance with policy.

Recommendation

In accordance with Board Policy 108, it is recommended that the Board of Trustees make a motion to approve the fund transfer and budget increase for FY 2022-2023.

Submitted by:



Julianne DeGeyter
Vice Chancellor of Finance & Operations

Transmitted to the Board with a favorable recommendation.



Dr. Rosie Rimando-Chareunsap
Chancellor, Seattle Colleges



Date Submitted Presenter

10/31/23

Julienne DeGeyter

Position

Vice Chancellor, Finance & Operations

Meeting Date Topic

11/9/23

Capital Projects Balances Report 2023-2025

Background Information (include if applicable: funding, fiscal impact)

Capital Project Balances as of September 30, 2023.

Attachments (presentations, supplemental documents, reports, resolutions)

☒ Yes ☐ No



MEMORANDUM

TO: Board of Trustees

FROM: Julianne DeGeyter

DATE: November 9, 2023

SUBJECT: Capital Projects Balances Report 2023-2025 INFO ONLY

Background

Capital Project Balances as of September 30, 2023.

Recommendation

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

Submitted by:



Julianne DeGeyter
Interim Vice Chancellor of Finance & Operations

Transmitted to the Board with a favorable recommendation.



Dr. Rosie Rimando-Chareunsap
Interim Chancellor, Seattle Colleges

Capital Projects Report

Funding Report as of 9/30/2023

Prog-Org	Fiscal Year Budget	YTD Expense	Balance	% Spent
CENTRAL	\$ 9,227,088	\$ 320,074	\$ 8,907,013	3.5%
NORTH	\$ 11,197,339	\$ 3,477,871	\$ 7,719,468	31.1%
SOUTH	\$ 6,105,161	\$ 293,544	\$ 5,811,616	4.8%
DISTRICT	\$ 2,689,200	\$ -	\$ 2,689,200	0.0%
Total SCD	\$ 29,218,787	\$ 4,091,490	\$ 25,127,297	14.0%

FY 2023-25 Capital Project Balance Sheet

September Month End Balance

Fund	SEATTLE COLLEGES AL-CLASS-DEPT	Project ID	Activity ID	2023-25 SBCTC Proj #	Title	For Info. Only 2023-25 SBCTC Budget	2023-25 Biennium Appropri/Reappr	FY 2023-24 Expenses	Encumbrance	Net Allocation Balance	Percent FY Exp
SEATTLE CENTRAL COLLEGE											
STATE											
057	C27-901-32057	0000008084	Q645	Q645	(62) Potable Water Meter	\$ 46,000	\$ 46,000		\$	46,000	0.0%
057	D07-901-32057	0000009108	R035	R035	(62) BPH - elevator controls	\$ 401,000	\$ 401,000		\$	401,000	0.0%
057	D07-901-32057	0000009109	R036	R036	(62) BE - Repair the failing masonr	\$ 689,000	\$ 689,000		\$	689,000	0.0%
057	D07-901-32057	0000009110	R037	R037	(62) MAC - Repair the leaking cont	\$ 50,000	\$ 50,000		\$	50,000	0.0%
057	D07-901-32057	0000009111	R038	R038	(62) BE - Direct Expansion chiller t	\$ 199,000	\$ 199,000		\$	199,000	0.0%
057	D07-901-32057	0000009112	R039	R039	(62) WTC - Repair failing storm lin	\$ 50,000	\$ 50,000		\$	50,000	0.0%
057	D07-901-32057	0000009113	R040	R040	(62) BE - Replace main electrical sv	\$ 1,845,000	\$ 1,845,000		\$	1,845,000	0.0%
057	D07-901-32057	0000009114	R041	R041	(62) BE - Replace the obsolete air s	\$ 827,000	\$ 827,000		\$	827,000	0.0%
057	D09-901-32057	0000009115	R224	R224	(62) Seattle Central College URF	\$ 1,144,000	\$ 1,144,000	\$ 120,645	\$	1,023,355	10.5%
057	D11-901-32057	0000009163	R239	R239	(62) Erickson Theater - Replace the	\$ 145,000	\$ 145,000		\$	145,000	0.0%
057	D13-901-32057	0000009164	R289	R289	(62) Site - Repair the upper pedestr	\$ 48,000	\$ 48,000		\$	48,000	0.0%
057	D15-901-32057	0000009165	R336	R336	(62) (assets 5701 & 5702) Replace	\$ 131,000	\$ 131,000		\$	131,000	0.0%
057	D15-901-32057	0000009166	R337	R337	(62) (asset 5673) Potable Water Me	\$ 27,000	\$ 27,000		\$	27,000	0.0%
057	D15-901-32057	0000009167	R338	R338	(62) (asset 5680) Replace a Storm I	\$ 62,000	\$ 62,000	\$ 15,545	\$	46,455	25.1%
057	D15-901-32057	0000009168	R339	R339	(62) (asset 5704) Replace a Transf	\$ 80,000	\$ 80,000		\$	80,000	0.0%
057	D17-901-32057	0000009169	R458	R458	(62) Program - BE Student Academ	\$ 1,564,705	\$ 1,564,705		\$	1,564,705	0.0%
057	D07-901-32057	0000009438	R571	R571	(62) Re-condition Elevators 1&2	\$ 387,000	\$ 387,000		\$	387,000	0.0%
Subtotal STATE						\$ 7,695,705	\$ 7,695,705	\$ 136,190	\$ -	\$ 7,559,515	1.8%
LOCAL											
147	R10-221-32147	0000004629	P615	P615	(62) Enery Saving Capital Projects	\$ 1,113,395	\$ 1,113,395	\$ 50,339	\$	1,063,056	4.5%
147	R10-221-32147	0000008293	Q733	Q733	(62) Solar Panels	\$ 417,987	\$ 417,987	\$ 133,545	\$	284,443	31.9%
Subtotal LOCAL						\$ 1,531,383	\$ 1,531,383	\$ 183,884	\$ -	\$ 1,347,498	12.0%
TOTAL CENTRAL						\$ 9,227,088	\$ 9,227,088	\$ 320,074	\$ -	\$ 8,907,013	3.5%
NORTH SEATTLE COLLEGE											
STATE											
057	C04-901-52057	0000004456	Q118	Q118	(63) Library Bldg Renovation (Con	\$ 6,268,336	\$ 6,268,336	\$ 3,408,209	\$	2,860,127	54.4%
057	D07-901-52057	0000009093	R042	R042	(63) Wellness Center - Repair the le	\$ 166,000	\$ 166,000		\$	166,000	0.0%
057	D07-901-52057	0000009096	R043	R043	(63) Instructional Building (063-lb;	\$ 50,000	\$ 50,000		\$	50,000	0.0%
057	D09-901-52057	0000009097	R218	R218	(63) North Seattle College URF	\$ 753,000	\$ 753,000	\$ 30,854	\$	722,146	4.1%
057	D13-901-52057	0000009098	R290	R290	(63) Site - Repair failing concrete st	\$ 55,000	\$ 55,000		\$	55,000	0.0%
060	D12-901-52060	0000009099	R307	R307	(63) Site - Replace hardscaped ped	\$ 50,000	\$ 50,000		\$	50,000	0.0%
060	D12-901-52060	0000009100	R308	R308	(63) Site - Repair the leaking concr	\$ 33,000	\$ 33,000		\$	33,000	0.0%
060	D12-901-52060	0000009101	R309	R309	(63) Site - Replace several leaking c	\$ 83,000	\$ 83,000		\$	83,000	0.0%
060	D12-901-52060	0000009102	R310	R310	(63) Site - Repair the failing concre	\$ 142,000	\$ 142,000		\$	142,000	0.0%
057	D15-901-52057	0000009103	R340	R340	(63) Potable Water Meter (asset 17)	\$ 88,000	\$ 88,000		\$	88,000	0.0%
057	D15-901-52057	0000009104	R341	R341	(63) Replace Cooling towers (asset	\$ 143,000	\$ 143,000		\$	143,000	0.0%
057	D15-901-52057	0000009105	R342	R342	(63) Replace Retention ponds (asse	\$ 1,568,000	\$ 1,568,000		\$	1,568,000	0.0%
057	D15-901-52057	0000009106	R343	R343	(63) Replace multiple Swales (asset	\$ 111,000	\$ 111,000		\$	111,000	0.0%
057	D17-901-52057	0000009107	R459	R459	(63) Program - College Center - Di	\$ 1,564,705	\$ 1,564,705		\$	1,564,705	0.0%
Subtotal STATE						\$ 11,075,041	\$ 11,075,041	\$ 3,439,063	\$ -	\$ 7,635,978	31.1%
LOCAL											
147	R10-221-52147	0000004628	P613	P613	(63) Energy and Water saving	\$ 80,930	\$ 80,930		\$	80,930	0.0%

FY 2023-25 Capital Project Balance Sheet
September Month End Balance

SEATTLE					2023-25		For Info. Only		2023-25			
Fund	COLLEGES	Project	Activity	SBCTC		2023-25	Biennium	FY 2023-24		Net Allocation	Percent	
	AI-CLASS-DEPT	ID	ID	Proj #	Title	SBCTC Budget	Appropriat	Expenses	Encumbrance	Balance	FY Exp	
147	R10-221-52147	0000008300	Q732	Q732	(63) OCEE Solar Panel	\$ 41,367	\$ 41,367	\$ 38,808		\$ 2,559	93.8%	
					Subtotal LOCAL	\$ 122,297	\$ 122,297	\$ 38,808	\$ -	\$ 83,489	31.7%	
					TOTAL NORTH	\$ 11,197,339	\$ 11,197,339	\$ 3,477,871	\$ -	\$ 7,719,468	31.1%	
	SOUTH SEATTLE COLLEGE											
STATE												
057	A03-901-72057	0000004026	GENL	P372	(64) Auto Tech Construction	\$ 1,161,451	\$ 569,181	\$ 196,090		\$ 373,091	34.5%	
057	D07-901-72057	0000009187	R044	R044	(64)CAB HVAC units	\$ 223,000	\$ 223,000			\$ 223,000	0.0%	
057	D07-901-72057	0000009188	R045	R045	(64) Replace the failing windows	\$ 34,000	\$ 34,000			\$ 34,000	0.0%	
057	D07-901-72057	0000009189	R046	R046	(64) Oly - Repair the stucco	\$ 116,000	\$ 116,000			\$ 116,000	0.0%	
057	D07-901-72057	0000009190	R047	R047	(64) Replace concrete panel joints	\$ 34,000	\$ 34,000			\$ 34,000	0.0%	
057	D07-901-72057	0000009191	R048	R048	(64) Robert Smith HVAC units	\$ 199,000	\$ 199,000			\$ 199,000	0.0%	
057	D09-901-72057	0000009192	R229	R229	(64) South Seattle College URF	\$ 651,000	\$ 651,000			\$ 651,000	0.0%	
057	D11-901-72057	0000009193	R240	R240	(64) Olympic Hall roofing	\$ 45,000	\$ 45,000			\$ 45,000	0.0%	
057	D11-901-72057	0000009194	R241	R241	(64) Heavy Duty Diesel roofing	\$ 186,000	\$ 186,000			\$ 186,000	0.0%	
057	D11-901-72057	0000009195	R242	R242	(64) JMBrockey roofing	\$ 598,000	\$ 598,000			\$ 598,000	0.0%	
057	D13-901-72057	0000009196	R291	R291	(64) Site - Replace light poles	\$ 441,000	\$ 441,000			\$ 441,000	0.0%	
057	D15-901-72057	0000009197	R344	R344	(64) Potable Water Meters 2594 &	\$ 153,000	\$ 153,000			\$ 153,000	0.0%	
057	D15-901-72057	0000009198	R345	R345	(64) Replace a Storm Line 2703	\$ 258,000	\$ 258,000			\$ 258,000	0.0%	
057	D15-901-72057	0000009199	R346	R346	(64) Replace Gas Meters (assets 26	\$ 38,000	\$ 38,000			\$ 38,000	0.0%	
057	D15-901-72057	0000009200	R347	R347	(64) Replace Underground storages	\$ 241,000	\$ 241,000			\$ 241,000	0.0%	
057	D15-901-72057	0000009201	R348	R348	(64) Replace Primary switchgears (i	\$ 353,000	\$ 353,000			\$ 353,000	0.0%	
057	D15-901-72057	0000009202	R349	R349	(64) Potable Water Lines (assets 25	\$ 169,000	\$ 169,000			\$ 169,000	0.0%	
057	D17-901-72057	0000009203	R460	R460	(64)Program - Robert Smith Maker	\$ 685,005	\$ 685,005			\$ 685,005	0.0%	
057	D17-901-72057	0000009204	R461	R461	(64) Program - Rainier Hall Cerami	\$ 879,700	\$ 879,700			\$ 879,700	0.0%	
					Subtotal STATE	\$ 6,465,156	\$ 5,872,886	\$ 196,090	\$ -	\$ 5,676,796	3.3%	
LOCAL												
147	R10-221-72147	0000004627	P614	P614	(64) Energy and Water Saving	\$ 131,692	\$ 131,692	\$ 4,252		\$ 127,440	3.2%	
147	R10-221-72147	0000008301	Q734	Q734	(64) Cascade Hall Solar Panels	\$ 100,583	\$ 100,583	\$ 93,203		\$ 7,380	92.7%	
					Subtotal LOCAL	\$ 232,275	\$ 232,275	\$ 97,454	\$ -	\$ 134,820	42.0%	
					TOTAL SOUTH	\$ 6,697,431	\$ 6,105,161	\$ 293,544	\$ -	\$ 5,811,616	4.8%	
	SEATTLE DISTRICT											
STATE												
057	D09-901-19057	0000009205	R225	R225	(60) Seattle District URF	\$ 44,000	\$ 44,000			\$ 44,000	0.0%	
060	D18-901-19060	0000009206	R511	R511	(60) Preventive Facility Maintenan	\$ 2,645,200	\$ 2,645,200			\$ 2,645,200	0.0%	
					Subtotal STATE	\$ 2,689,200	\$ 2,689,200	\$ -	\$ -	\$ 2,689,200	0.0%	
					TOTAL SCD	\$ 29,811,057	\$ 29,218,787	\$ 4,091,490	\$ -	\$ 25,127,297	14.0%	



Date Submitted Presenter

10/31/23

Julienne DeGeyter

Position

Vice Chancellor, Finance & Operations

Meeting Date Topic

11/9/23

2022-23 Year-End Budget Status Report

Background Information (include if applicable: funding, fiscal impact)

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 2022-23 Year-End Budget Status Report provides summary data for all of the campuses and the District Office.

Attachments (presentations, supplemental documents, reports, resolutions)

☒ Yes ☐ No



MEMORANDUM

TO: Board of Trustees

FROM: Julianne DeGeyter

DATE: November 9, 2023

SUBJECT: 2022-23 Year-End Budget Status Report – INFO ITEM

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 2022-23 Year-End Budget Status Report provides summary data for all of the campuses and the District Office.

Recommendation

It is recommended the Board of Trustees receive this as informational only.

Submitted by:



Julianne DeGeyter
Vice Chancellor of Finance & Operations

Transmitted to the Board with a favorable recommendation.



Dr. Rosie Rimando-Chareunsap
Chancellor, Seattle Colleges

Fiscal Year-End 2022-23

Summary	Seattle Central					North Seattle					South Seattle					Siegal Center					District Wide Services					Total					
	Budget		Actual	Variance		Budget		Actual	Variance		Budget		Actual	Variance		Budget		Actual	Variance		Budget		Actual	Variance		Budget		Actual	Variance		
Revenue	58,814,657		64,045,270	5,230,613		42,426,217		41,710,094	(716,123)		43,334,409		43,462,121	127,712		-		-	-		1,216,342		1,191,568	(24,774)		145,791,625		150,409,052	4,617,427		
Expenditures	62,952,763		61,366,000	1,586,763		46,738,089		41,428,399	5,309,690		45,685,484		42,541,643	3,143,841		-		-	-		580,087		3,952,453	(3,372,366)		155,956,423		149,288,495	6,667,928		
Net Gain (Loss)	(4,138,106)		2,679,270	6,817,376		(4,311,872)		281,695	4,593,567		(2,351,075)		920,477	3,271,552		-		-	-		636,255		(2,760,885) *	(3,397,140)		(10,164,798)		1,120,557	11,285,355		
Operating Revenue																															
State Allocation	39,901,781	67.8%	39,760,581	62.1%	(141,200)	29,410,507	69.3%	29,141,000	69.9%	(269,507)	31,814,501	73.4%	31,774,575	73.1%	(39,926)	-	0.0%	-	0.0%	-	0.0%	1,216,342	100.0%	1,191,568	100.0%	(24,774)	102,343,131	70.2%	101,867,724	67.7%	(475,407)
Tuition	11,389,268	19.4%	11,288,165	17.6%	(101,103)	9,182,531	21.6%	8,855,539	21.2%	(326,992)	7,720,623	17.8%	8,041,276	18.5%	320,653	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	28,292,422	19.4%	28,184,980	18.7%	(107,442)
HEERF CARES	-	0.0%	5,028,441	7.9%	5,028,441	-	0.0%	-	0.0%	-	-	0.0%	-	0.0%	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	-	0.0%	5,028,441	3.3%	5,028,441
International	3,947,466	6.7%	4,268,554	6.7%	321,088	1,295,648	3.1%	1,312,336	3.1%	16,688	1,299,280	3.0%	896,022	2.1%	(403,258)	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	6,542,394	4.5%	6,476,912	4.3%	(65,482)
Running Start	3,576,142	6.1%	3,699,528	5.8%	123,386	2,537,531	6.0%	2,401,219	5.8%	(136,312)	2,500,005	5.8%	2,750,248	6.3%	250,243	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	8,613,678	5.9%	8,850,995	5.9%	237,317
Total Revenue	58,814,657		64,045,270	5,230,613		42,426,217		41,710,094	(716,123)		43,334,409		43,462,121	127,712		-		-	-		1,216,342		1,191,568	(24,774)		145,791,625		150,409,052	4,617,427		
Operating Expense by Category																															
Salary & Wages	35,158,500	65.4%	34,877,134	66.0%	281,366	24,253,698	60.6%	22,901,165	64.5%	1,352,533	20,417,728	55.0%	20,729,092	57.7%	(311,364)	4,300,933	67.2%	4,374,209	74.1%	(73,276)		10,252,916	55.0%	11,624,958	61.0%	(1,372,042)	94,383,775	60.5%	94,506,558	63.3%	(122,783)
Benefits	11,493,565	21.4%	11,298,873	21.4%	194,692	8,708,537	21.8%	7,615,149	21.5%	1,093,388	6,170,815	16.6%	6,251,451	17.4%	(80,636)	1,443,887	22.6%	1,178,345	20.0%	265,542		3,583,007	19.2%	3,571,376	18.7%	11,631	31,399,811	20.1%	29,915,194	20.0%	1,484,616
Grants & Scholarships	1,375,067	2.6%	1,221,594	2.3%	153,473	1,021,404	2.6%	1,491,461	4.2%	(470,057)	910,823	2.5%	750,566	2.1%	160,257	-	0.0%	-	0.0%	-		-	0.0%	-	0.0%	-	3,307,294	2.1%	3,463,621	2.3%	(156,327)
F&A (Indirect)	-	0.0%	(342,166)	-0.6%	342,166	-	0.0%	(115,146)	-0.3%	115,146	-	0.0%	(468,773)	-1.3%	468,773	-	0.0%	-	0.0%	-		(200,000)	-1.1%	(212,568)	-1.1%	12,568	(200,000)	-0.1%	(1,138,654)	-0.8%	938,654
Goods & Services	1,387,190	2.6%	1,341,174	2.5%	46,016	2,704,162	6.8%	525,134	1.5%	2,179,028	1,157,970	3.1%	1,279,989	3.6%	(122,019)	475,121	7.4%	113,035	1.9%	362,086		1,532,258	8.2%	1,101,759	5.8%	430,499	7,256,701	4.7%	4,361,090	2.9%	2,895,610
Capital Expenditures	357,000	0.7%	319,400	0.6%	37,600	15,700	0.0%	15,339	0.0%	361	133,500	0.4%	195,025	0.5%	(61,525)	-	0.0%	-	0.0%	-		30,000	0.2%	93,743	0.5%	(63,743)	536,200	0.3%	623,507	0.4%	(87,307)
Contracted Services	728,277	1.4%	769,414	1.5%	(41,137)	1,321,092	3.3%	755,272	2.1%	565,820	6,299,105	17.0%	4,849,806	13.5%	1,449,299	36,501	0.6%	58,941	1.0%	(22,440)		906,240	4.9%	251,155	1.3%	655,085	9,291,215	6.0%	6,684,589	4.5%	2,606,627
Utilities	1,792,201	3.3%	1,785,695	3.4%	6,506	1,304,000	3.3%	1,289,629	3.6%	14,371	732,611	2.0%	1,154,601	3.2%	(421,990)	-	0.0%	-	0.0%	-		1,000	0.0%	117	0.0%	883	3,829,812	2.5%	4,230,042	2.8%	(400,230)
Travel	34,000	0.1%	104,647	0.2%	(70,647)	108,577	0.3%	61,589	0.2%	46,988	108,949	0.3%	76,129	0.2%	32,820	35,000	0.5%	111,797	1.9%	(76,797)		64,390	0.3%	35,996	0.2%	28,394	350,916	0.2%	390,157	0.3%	(39,242)
Other Expenses	1,464,062	2.7%	1,240,427	2.3%	223,635	559,010	1.4%	795,179	2.2%	(236,169)	1,023,899	2.8%	968,234	2.7%	55,665	106,000	1.7%	69,893	1.2%	36,107		2,470,214	13.3%	2,594,828	13.6%	(124,614)	5,623,185	3.6%	5,668,560	3.8%	(45,375)
COP Principal & Interest	-	0.0%	254,136	0.5%	(254,136)	-	0.0%	163,481	0.5%	(163,481)	177,515	0.5%	166,213	0.5%	11,303	-	0.0%	-	0.0%	-		-	0.0%	-	0.0%	-	177,515	0.1%	583,830	0.4%	(406,315)
Subtotal	53,789,861		52,870,327	919,534		39,996,180		35,498,251	4,497,929		37,132,915		35,952,334	1,180,581		6,397,442		5,906,219	491,223		18,640,025		19,061,363	(421,338)		155,956,423		149,288,495	6,667,928		
District Transfer	9,162,902		8,495,673	667,229		6,741,909		5,930,148	811,761		8,552,569		6,589,310	1,963,259		(6,397,442)		(5,906,219)	(491,223)		(18,059,938)		(15,108,910)	(2,951,028)		-		-		-	
Total Expense	62,952,763		61,366,000	1,586,763		46,738,089		41,428,399	5,309,690		45,685,484		42,541,643	3,143,841		-		-	-		580,087		3,952,453	(3,372,366)		155,956,423		149,288,495	6,667,928		
Net Operating Gain (Loss)	(4,138,106)		2,679,270	6,817,376		(4,311,872)		281,695	4,593,567		(2,351,075)		920,477	3,271,552		-		-	-		636,255		(2,760,885) *	(3,397,140)		(10,164,798)		1,120,557	11,285,355		
Operating Expense by Program																															
Instruction	27,633,286	43.9%	30,655,416	50.0%	(3,022,130)	22,273,064	47.7%	18,916,879	45.7%	3,356,185	20,803,845	45.5%	20,261,532	47.6%	542,313	-	0.0%	-	0.0%	-		-	0.0%	2,999,750	75.9%	(2,999,750)	70,710,195		72,833,577	48.8%	(2,123,382)
Instructional Support	6,132,530	9.7%	5,805,985	9.5%	326,545	5,513,102	11.8%	5,021,714	12.1%	491,388	2,673,573	5.9%	2,732,776	6.4%	(59,203)	-	0.0%	-	0.0%	-		(1)	0.0%	11,158	0.3%	(11,159)	14,319,204		13,571,633	9.1%	747,571
Library	1,292,093	2.1%	1,278,117	2.1%	13,976	1,085,384	2.3%	1,072,331	2.6%	13,053	572,717	1.3%	699,988	1.6%	(127,271)	-	0.0%	-	0.0%	-		-	0.0%	9,685	0.2%	(9,685)	2,950,194		3,060,121	2.0%	(109,927)
Student Services	8,880,954	14.1%	6,907,712	11.3%	1,973,242	4,596,446	9.8%	4,020,117	9.7%	576,330	5,282,887	11.6%	5,122,864	12.0%	160,023	-	0.0%	-	0.0%	-		-	0.0%	-	0.0%	-	18,760,287		16,050,693	10.8%	2,709,594
Institutional Support	12,272,550	19.5%	10,172,738	16.6%	2,099,812	8,591,435	18.4%	7,994,348	19.3%	597,087	11,040,747	24.2%	8,869,422	20.8%	2,171,325	-	0.0%	-	0.0%	-		585,512	100.9%	939,668	23.8%	(354,156)	32,490,244		27,976,176	18.7%	4,514,068
Facilities	6,741,350	10.7%	6,546,031	10.7%	195,319	4,678,658	10.0%	4,403,011	10.6%	275,647	5,311,715	11.6%	4,855,061	11.4%	456,654	-	0.0%	-	0.0%	-		(5,424)	-0.9%	(7,808)	-0.2%	2,384	16,726,299		15,796,295	10.6%	930,004
Total Expense	62,952,763		61,366,000	1,586,763		46,738,089		41,428,399	5,309,690		45,685,484		42,541,643	3,143,841		-		-	-		580,087		3,952,453	(3,372,366)		155,956,423		149,288,495	6,667,928		
Net Operating Gain (Loss)	(4,138,106)		2,679,270	6,817,376		(4,311,872)		281,695	4,593,567		(2,351,075)		920,477	3,271,552		-		-	-		636,255		(2,760,885) *	(3,397,140)		(10,164,798)		1,120,557	11,285,355		

* District Wide Services ended the year in this position as a result of the wage re-opener with the AFT union. The cost of which was \$3,058,020. This will reduce the fund balance in the District reserves.

REPORT

To: Board of Trustees

From: Quynh Nguyen, USA President, South Seattle College

Meeting Date: November 9, 2023

Subject: Report – November Board of Trustees Meeting

VOTER REGISTRATION

On October 17th, the USA team received training on voter registration from the King County Elections Community Engagement Program. We learned about voter registration requirements and effective strategies for conducting a successful registration drive program, which our Voter Education Officer Esther Djamba is organizing. The registration drive will take place on October 25th and 26th, between 11:00 AM and 1:30 PM, near the bookstore in the JMB building and we hope to engage with many new young voters.

LAND ACKNOWLEDGEMENTS

Two USA officers participated in the “Land, Acknowledgments and Beyond!” workshop, hosted by the South EDIC Navigator and EDI Director on October 18. This experience was aimed at strengthening our dedication to recognizing and respecting the lands of native and indigenous peoples. Our primary goals were to gain a deeper understanding of their history and to gather insights for crafting land acknowledgments in our weekly meetings.

In the interim, as a team, we collectively decided to introduce a new practice of weekly reflections, where each officer takes a turn to express sharings of indigenous peoples wisdom, culture, history, activism, etc. Sheila Meshell, Issues and Concerns Officer, will begin with sharing about the topic of Missing and Murdered Native Women.

SERVING STUDENTS WHO ARE FOOD INSECURE

Since the beginning of school, there has been a significant growth in students using the food pantry along with increased request for diapers and wipes. Each week, we are serving approximately 150 students. The dynamic interaction between USA and students has seen a rise in guest attendance at our weekly meeting, as well as a growing interest in volunteering and exploring extracurricular opportunities both on campus and in the wider community. They also have expressed a stronger desire to serve our

school community by assisting us with outreach, clubs, student led programs and committees. Faculty have also brought their entire classes to the pantry to show students about this resource.

USA LEADING TOURS

USA has partnered with a Career Link instructor and a Student Success Specialist to organize a tour of our Food Pantry and Student Life to their students. Additionally, on Monday, October 26th, USA will collaborate with Seattle Promise staff from North to co-lead a tour, guiding students through Jerry Brockey Student Center and the Student Leadership office.

Quynh Nguyen

USA President, South Seattle College

Student Government Association

MEMORANDUM

TO: Board of Trustees, Seattle Colleges

FROM: Student Government Association, North Seattle College

DATE: November 2023

SUBJECT: October Report to the Board of Trustees

Student Government Association 2023-2024 Goals:

- We are prioritizing creating partnerships across departments, local tribes, and empowering students of diverse and underserved backgrounds by curating community.
- Improving student resources as well as making our current resources more known.
- Expanding our disability services
- Completing general repairs
- Making our campus easier to navigate

On Campus Programming:

Black Coffee Opening

During the first week of October Black Coffee opened a brand-new location on campus.

Dia de los Muertos (Wednesday, October 25th 4:30pm to 7:00pm in The Grove)

A collaboration with Aztec Danza group Mitotilistli Centeotl to educate and celebrate dia de los muertos.

Fright Fest (Monday, October 30th 12:00pm to 4:00pm in The Grove):

A Halloween celebration with pumpkin carving, a costume contest, and a shared meal. Education about cultural appropriation of costumes was also provided.

Let's study with Black Coffee (Wednesday, November 8th 11:00am to 1:00pm in The Espresso Lounge)

Study session for midterms with resources available for first-generation students.

Day of Giving Gratitude with International Programs (Tuesday, November 21st 12:00 to 3:00pm)

Dinner to decolonize thanksgiving through education and a shared meal.

Karaoke with AANAPISI (Wednesday, November 29th 1:00pm to 3:00pm)

Stress relief event before finals.

Fuel For Finals (Monday, December 11th 11:00am to 1:00pm in The Grove)

Provide food for students while finals are happening.

SGA Representatives Spotlight:

For our SGA representative spotlight, we have selected Minh, the head of our Club Board. Minh has been spotlighted for taking initiative as the sole Student Leader of Clubs Board.



SEATTLE CENTRAL COLLEGE

Associated Student Council

REPORT

TO: Board of Trustees, Seattle Colleges

FROM: Fatimah Abdullahi, Associated Student Council (ASC), Seattle Central College

MEETING DATE: November 9, 2023

SUBJECT: November Report to the Board of Trustees

ASC Reflections

As student leaders, our ongoing efforts are centered on understanding and building upon the foundation laid by our predecessors. We are committed to continuing the goals and initiatives set in place by the previous student leaders, ensuring a seamless transition of leadership and a consistent focus on student welfare. In addition to this, we have embarked on a journey of discovery, getting to know the various programs available to our fellow students.

Our participation in our first College Council meeting was a significant milestone for us. It was a clear indication of our inclusion in the decision-making process, and we appreciate the opportunity to represent the student voice in these crucial discussions, helping shape our college's future.

Associate Hiring

ASC executives recently conducted a hiring process to fill three critical positions: Associate of Administration, Associate of Finance, and Associate of Outreach. Having Associates alleviates the increasing workload on the executive team, which would ensure the effective execution of their responsibilities. These positions also provide students with opportunities for involvement in student leadership roles.

A pool of 27 student applicants was reviewed, and 12 were selected for interviews, where their qualifications, experience, and commitment to student leadership will be assessed. The successful candidates will play a pivotal role in the overall success of the student leadership.

Services & Activities Fee Committee Interview

The Service and Activities Fee Committee, a vital component of student leadership responsible for managing budgets and allocating funds for student activities, recently completed its hiring Process. 19 applications were received, and 16 candidates were interviewed. Five individuals were selected to join the committee. These newly hired members are currently completing the necessary hiring paperwork.

The committee's work will officially commence on December 1st and 2nd, during which a comprehensive training program will be initiated. This training's objective is to equip committee members with a detailed understanding of the budget allocation process, the rationale behind budget decisions, and other critical aspects of their roles. This training will empower committee members to make informed decisions that benefit the entire student body.

Collaboration with Washington Bus for the November Elections.

As part of our commitment to promoting civic engagement and active participation in the democratic process, the Executive of Legislative Affairs has collaborated with Service-Learning Program Coordinator Patricia Gorman and Edgar Espino, a representative from Washington Bus. This collaboration aimed to encourage students to take an active role in voting, particularly in local elections.

We organized a ballot party, which provided a platform for students to understand the importance of their votes and how local elections directly affect their lives. Edward Espino assisted students in determining their electoral districts, how to register to vote, and addressing any questions they had about the electoral process. This collaboration is not only promoting voter engagement but also empowering students to become informed and active participants in shaping their local communities.

Tiger Union Building (TUB) UPDATES

The development of the Tiger Union Building (TUB) is a crucial and ambitious project for our college. ASC has dedicated substantial efforts to gathering the necessary information for this project's successful execution. This includes a deep dive into the bylaws governing the project, the petitioning process, eligibility criteria for signatures and votes, and a comprehensive understanding of the financial contributions required. One key aspect of this project is ensuring that the signature collection process is exclusive to fee-paying students.

To generate enthusiasm and garner support, ASC plans to conduct information sessions. These sessions will focus on the TUB's design, purpose, and benefits, emphasizing the positive rather than just the financial aspects. Visual aids, such as images and architectural renderings, will give students a clear picture of the project. Additionally, presentations will be made in various classes to reach a wider student audience. Furthermore, ASC will highlight the broader significance of being part of this project by highlighting examples of other successful student-led initiatives, such as the Atrium ramp and the President's Medal.

Nurse's Station and Collaboration with CHED (Community Health & Education) BAS (Bachelor of Applied Science) Program

One of the most significant goals for the current year is establishing a Nurse's Station on campus. This initiative represents a critical step toward ensuring the health and well-being of our student body. To achieve this goal, the student leadership is exploring opportunities for collaboration with the Community Health & Education (CHED) Bachelor of Applied Science (BAS) Program.

The CHED BAS Program has been actively engaged in activities like the Women's Health Month Workshop and a campus hygiene drive. Moreover, the program offers service-learning opportunities that can aid in creating and managing the nurse's station. It is worth noting that these opportunities are an essential component of the CHED and Health Systems Management (HSM) dual-major curriculum, requiring students to complete service-learning hours.

The overarching goal of this collaboration is to address health disparities and promote social justice in education, the built environment, social support, healthcare, and economic stability. Partnering with one of our satellite campuses also enhances our college's connectivity and collaboration more effectively.

Some On-Campus Programming Returns:

Horror Movie Night

The International Program recently organized a successful Horror Movie Night on Thursday, October 30th. The event attracted many students, showing the appeal of such recreational activities. Students gathered in one of the lecture halls to watch the horror movie "Talk to Me." Events like this are essential as they allow students to unwind, bond with their peers, and engage in activities beyond their academic commitments.

Halloween Eve Student Social

In celebration of Halloween, a collaborative effort by the Club and Activities Board, Event Specialists, and International Programs resulted in a festive Halloween Party—the event aimed to foster social interaction and relaxation. Students enjoyed snacks, watched captivating dance performances by the School Dance Club, and highlighted their creativity through unique costumes, all while engaging with peers and making new friends, enhancing our inclusive campus community.

Fatimah Abdullahi

Executive of Administration of the Associated Student Council



REPORT

To: Board of Trustees

From: Dr. Bradley Lane, Interim President of Seattle Central College

Meeting Date: November 9, 2023

Subject: Report – November Board of Trustees Meeting

ORGANIZATIONAL EXCELLENCE

Mainstay: Mainstay Employment Specialist Anja Post received the 2023 Governor’s Committee on Disability Issues and Employment (GDCE) Award for Outstanding Direct Service Provider. GDCE annually recognizes outstanding providers who support employers to recruit, hire, and advance employees with disabilities; and recognizes best practices in the workplace. Anja has served as a Mainstay employee at Seattle Central College for 32 years.

PARTNERSHIPS

College Transfer Fair: Seattle Central hosted a college transfer fair in partnership with the Washington Council for High School-College Relations (WCHSCR). This college fair was designed to inform students of their transfer opportunities at the state’s four-year colleges and universities. More than a dozen schools and a hundred students attended the event.

In partnership with Seattle City Club, Seattle Central hosted **city council District 3 debates** at Broadway Performance Hall. Opening remarks were provided by political science professor Carl Livingston. The debates were streamed live by SCCTV.

PRIDE POINTS

With support from a long-standing NASA Space Grant, nine **Rocketry Club** students and two faculty members traveled to White Swan, WA to launch rockets built at Seattle Central this year (some of which traveled over 1.8 kilometers into the atmosphere). NASA’s grant works to increase student understanding and participation in NASA’s aeronautics and space projects by supporting and enhancing science and engineering education, research, and public outreach.

The **M. Rosetta Hunter Art Gallery** hosted the opening reception for Lush Computation exhibition, which showcases the intersection between digital and computation technology and human, artistic expression. The exhibition is set to run through November 16 and features artists from the Pacific Northwest.

Dr. Bradley Lane
Interim President, Seattle Central College



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HUMAN RESOURCES

1500 HARVARD AVE

SEATTLE, WA 98122

PHONE 206.934.4156 • FAX 206.934.4158

VOICE RELAY 800.833.6388 • WWW.SEATTLECOLLEGES.EDU

TO: Board of Trustees
FROM: Jennifer Dixon, Vice Chancellor for Human Resources
DATE: November 7, 2023 *Jennifer Dixon*
RE: Response to Payroll Concerns

During the public comment portion of the October 5, 2023 Board of Trustees meeting several concerns were brought forward from AFT Faculty about delays and problems employees were experiencing with the functions of the payroll department. AFT Pro Staff raised concerns about delayed stipends and errors in negotiated retention increases. Responses are below in *italics*.

Below is a response to concerns identified by AFT Faculty at the following website:

[10/10 Paychecks: What To Know — SSC Faculty Senate \(cargo.site\)](https://www.sscargo.org/10/10-Paychecks-What-To-Know-SSC-Faculty-Senate)

Problem #1: Last Minute Scheduling Changes

At least for faculty, our ability to get paid accurately and on time begins with scheduling classes the quarter before. The earlier staff can set the course schedule, the fewer payroll errors there will be. Unfortunately, it's often the case that scheduling changes are made last minute and submitted to divisional staff only hours before (or sometimes after) the quarter starts. Last minute schedule changes exponentially increase the chance of pay errors.

Agreed, last-minute schedule changes make things difficult for the staff scheduling classes and for payroll. The instructional offices and staff respond to the shifting campus schedule and payroll responds to serve based on when they receive the information. We are always looking for ways to improve the process for the campus schedulers and for systems to communicate quicker.

Problem #2: Kafkaesque Systems + Communication Breakdowns

The problem: divisional staff and Deans have complained since 2022 that HR/Payroll fails to inform them of these adjustments in time. When our contracts are finally sent on to payroll, staff at Siegal know nothing about the details of the contracts they rely on to process our paychecks. They simply assume they are correct. And there's no way for them to verify the accuracy of our contracts without consulting divisional staff and Deans.

Regrettably there has been a communication breakdown given the staffing shortages experienced by both finance and payroll. Any statewide Cost of Living Adjustment (COLA) needs to be approved by the legislature and there are times when the Legislature doesn't adjourn until after the finance and budget offices have begun their work. Going forward, ahead of the new fiscal year, the office of the Vice Chancellor of Finance and Operations will send out information that summarizes statewide COLA increases.

Based on feedback and requests payroll adjusted the process for coordinating with the Vice Presidents of Instruction and Deans on faculty contracts. This was done through two different rounds; the first round was to ensure the information was correct concerning such things as department and whether a faculty was in the high demand category. Once this information was correctly entered payroll was able to send a second request with the monetary information. These errors were corrected, and faculty should have received the correct amount on their second paycheck. The timing of the academic year and the payroll cycle do not align and unfortunately when there are last minute schedule changes there can be mistakes on the first paycheck.

The feedback we have received from college staff is this process did go smoother than the most recent years. The payroll manager is scheduled to meet with the VPI's in early November to discuss this recent year and to determine process improvements for next year that will enable us to have a better-quality control of the data.

Problem #3: CTCLink. Again.

AFT WA has confirmed that—surprise, surprise!—CTCLink has been a source of chronic payroll errors at colleges across the state. We witnessed this first hand, when, back in June, CTCLink failed to process the retroactive 4.5% wage increase for all full-time faculty.

CTCLink is also creating a number of problems for the processing of sick leave and other benefits, which further exacerbate problems with our pay.

Personal leave balances for part time faculty are still an ongoing problem and was recently discussed at the statewide HCM Users group in October. It appears the problem with sick leave issue for full time and part time faculty has finally been resolved, unfortunately the issue for personal leave still exists for part time faculty. As they are set up now for part-time faculty, our Payroll Partners must go through a 57-step process to move absence balances from one employee record to another each quarter. They also must turn off the leave accumulators for inactive jobs as PTF moves from one assignment to another. The state board is currently looking for ways to improve this for our part-time faculty colleagues. There were 12 separate spreadsheets for the Wage Reopener that payroll attempted to load into the pay file initially for the 6A23 payroll with the 6/25/23 pay date. Due to duplicated information on some of these spreadsheets [i.e., same earnings code used several times in the file due to multiple assignments during the same pay period; incorrect pay group indicated on file P06 vs. F06], four [4] of these spreadsheets failed to load properly into the pay file. Once payroll was able to audit these fully, they were paid on the subsequent 6B23 or 7/10/23 pay date. Due to time constraints of the payroll processing timelines that are set forth by SBCTC, payroll was not able to get all the information reloaded in time to be paid with the 6/25/23 paycheck.

Problem #4: Staff Shortages & Lack of Support

It's also the case that payroll has been grossly understaffed and under-supported since at least the implementation of CTCLink. **Since 2022, payroll has had exactly TWO people processing pay for our entire District. Two people. TWO.** For example, over the summer there were only TWO people manually calculating and processing the retroactive 4.5% wage increase for all faculty across the District. TWO. Two people.

We agree the current staffing situation is a problem. During the last budget cycle funding was requested and received for an additional payroll position. This position will primarily be responsible for leave administration and will help address some of the problems identified in #3. The position has been posted and is being actively recruited.

Currently each campus has one payroll partner. In the past employees worked with someone based on their classification (one person handled all classified, one all faculty, one all exempt) the campus specific approach allows for one primary point of contact for the campus. We are always looking for ways to improve our processes and once the leave specialist is hired, we will reexamine the current system to ensure we are serving our employees to the best of our ability.

The Human Resource team and Payroll team collaborated this summer to manually enter the increases for Faculty, Classified, Pro Staff Represented, and non-represented staff. Each classification had different adjustments. Unfortunately, with the pure volume of manual entry required, one small mistake can alter and impact a lot of other information.

While we won't be able to eliminate manual entry or human error, with the newly created position the other staff in payroll will have a piece of their workload removed and we will have one individual focusing on leave rather than many folks focusing part of their time on the task. This moving of work around will assist other payroll employees in quality control and performing audits prior to running of payroll.

We have recently hired a Payroll Manager who has made great strides in finding and correcting those errors moving forward. We are now in the process of auditing records so that we may resolve any past errors concerning both over and under payments.

We are creating a more robust audit process to complete each pay cycle. It will be a two-pronged approach, with Campus HR auditing all job data entries more closely and then with the Payroll Partners adding additional audit points for their campus. We plan to also increase the amount of training we offer to our colleagues to ensure that they are aware of best practices and procedures for submitting information to HR/Payroll so that everyone is paid appropriately and timely.

Additional AFT Faculty Concerns Raised in Public Comment

During public comment AFT Faculty also expressed concerns over reimbursements for travel expenses and inaccurate retirement calculations. Reimbursements for travel expenses are processed through the finance department. Recently finance has hired a position dedicated to travel and will be hiring another shortly. These two individuals will work solely with travel and travel expenses rather than the previous work being done by many individuals as one part of their job.

Payroll is working with the Department of Retirement Services to identify the issue with retirement calculations. One such difficulty related to the retro payments, due to the complications from loading the amounts it was calculated twice, resulting in faculty having too much retirement reported to the Department of Retirement Services.

AFT Pro Staff Stipend and Retention Concerns

Exempt stipends follow the Request for Exempt Change (REC) process. This is a process that starts with the employee and their supervisor and takes several steps including several approvals and the final approval by the Chancellor. After all approvals payroll is then sent the information for entry. If all the information isn't there or if there is an incorrect combo code payroll must connect with the budget office to obtain the correct information before the stipend can be entered for payment.

Human Resources has been working with our partners in Information Technology on a new system that once implemented should make the stipend process go quicker and enable folks to get paid timelier with less errors. HR and Payroll manually entered the retention increases and performed an audit prior to July 1. During this audit a few errors were identified and adjusted on subsequent paychecks. Reached out to AFT Prostaff after the October meeting and inquired if any additional members were still missing retention increases as our audit indicated all had been adjusted.

REPORT

To: Board of Trustees

From: Dr. Sayumi Irey, Acting President of South Seattle College

Meeting Date: November 9, 2023

Subject: Report – November Board of Trustees Meeting

EQUITY, DIVERSITY, INCLUSION, & COMMUNITY

EDIC Team’s Roadmap for 22-23: South’s EDIC Team has an exciting slate of campus priorities for the current 2023-24 academic year, including development of dedicated support and resources for indigenous students, launching a South Women of Color group (a student and staff group working to build community of women of color and student support), offering an EDIC Training and Workshop Series, re-launching the Bias Incident Response and Support Team, and focused efforts for LGBTQ inclusion and awareness.

STUDENT SUCCESS

Grant Awarded to Transform Culinary Arts Equipment to Electric: South’s Culinary Arts Department was awarded a Washington Department of Commerce Grant to transform our kitchens from gas to all electric, a transformation that aligns with changes we are seeing in both commercial and private kitchens as a way to reduce carbon emissions without compromising on food quality, cuisine variety or operational efficiency. Students will be able to learn on equipment that is becoming standard in the industry in preparation for a successful transition to the workforce.

ORGANIZATIONAL EXCELLENCE

Assessment Progress Made for Accreditation Special Report: When South’s 2022 Mid-Cycle Accreditation visit wrapped up we had one outstanding recommendation to continue making improvement on: developing an effective system of assessment to evaluate the quality of learning in programs and degrees, and using the results to continuously improve student outcomes. Since that time, faculty, instructional leadership, Institutional Effectiveness staff, the Assessment Committee and many other key stakeholders have made significant progress to support and evolve the assessment structure at South in preparation for a special report to the accreditation body NWCCU due on March 1, 2024 to address that recommendation.

Professional Development Day Held: Wednesday, November 1 was dedicated to professional development for faculty and staff across all divisions. The day started with a breakfast and social hour for employees, followed by a welcome and full day of programming and workshops, with topics ranging from community building to change management to updates on FAFSA.

PARTNERSHIPS

Georgetown Campus Hosts State Board Meeting: South's Georgetown Campus hosted the State Board for Community and Technical Colleges meeting on Oct. 18-19. A large focus of the meeting was a roundtable discussion about apprenticeships, making Georgetown the ideal backdrop where we train over 3000 apprentices annually in more than 50 trades through the Apprenticeship & Education Center. The meeting kicked off with a presentation about the work being done at Georgetown and a tour of the campus.

Dr. Irey Attends White House Office of Personnel Management Roundtable: Acting President Sayumi Irey was invited by the White House to attend a roundtable discussion with U.S. Office of Personnel Management Director Kiran Ahuja on October 24. Joined by a diverse group of college presidents, administrators and faculty, they discussed EDIC priorities for the federal workforce, federal career opportunities, and aligning practical skills and curriculum with job demands for the future of work.



Dr. Sayumi Irey

Acting President, South Seattle College

REPORT

To: Board of Trustees
From: Dr. Rachel Solemsaas, Interim President, North Seattle College
Meeting Date: November 9, 2023
Subject: Report – November Board of Trustees Meeting

STUDENT SUCCESS

Early Childhood Education Program Launches Spanish Speaking BAS Degree

Twenty-five students were admitted into the Early Childhood Education Bachelor of Applied Science degree Spanish language immersion cohort this fall. The students are taking their classes entirely in Spanish and engaging in the deep learning and culturally responsive engagement that comes with learning in one's own first language. This was made possible by support from the Department of Children, Youth and Families and a grant of \$143,434 from the SBCTC. NSC will be the only public institution in the state to provide this type of degree to ECE professionals who prefer to take classes in their home language of Spanish.

New Computer Science Academy

The Workforce Instruction Division in partnership with the Math and Science Division and Seattle Promise launched a Computer Science Academy for incoming freshmen who are interested in pursuing a career in Computer Science. The academy employs a cohort model in which students progress together to complete the AS-Track 2 with the intention of transferring to a bachelor's degree program in Computer Science. Students who complete the academy successfully will have priority consideration for the Bachelor of Science in Computer Science program at NSC. Features of the academy include embedded academic support, dedicated navigation and advising, activities to promote job preparation as well as networking with industry employers. 18 students are currently members of the Academy.

Women in Watch Making Mentorship Program

NSC's Watch Technology program launched a Women in Watchmaking mentorship program with the goal of improving program retention, completion, and equity. Women are underrepresented within the industry and have lower completion rates than their counterparts in the program. Two students have been paired with two mentors; they are focusing on the curriculum, building community, and non-instructional support. The mentorship will connect these students with women who are graduates of the program and already experiencing success within the industry.

FINANCIAL HEALTH

Pharmacy Technician Program Awarded Program Funds

The Washington State Board for Community and Technical Colleges (SBCTC) recently awarded \$2 million to support programs that train students for high-demand careers. The Washington State Legislature provided funding in the current state budget, which took effect in July. Eleven community colleges are receiving awards over a two-year period, including NSC, which is receiving \$153,569 for its Pharmacy Technician program. Colleges first received funding for these programs in 2020 and the new allocations will build upon those investments.