

**SEATTLE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**  
**March 14, 2013**Seattle  
**CENTRAL**  
Community  
College**SPECIAL MEETING**  
Seattle Central Community College  
1701 Broadway  
Seattle, WA 98122

2:00 p.m.

Broadway Performance Hall  
Boardroom – BA306**NORTH**  
Seattle  
Community  
College**SOUTH**  
Seattle  
Community  
College**SVI** Seattle  
Vocational  
InstituteGeorgetown  
CampusNewHolly  
Learning  
CenterSeattle  
Maritime  
AcademyWood  
Construction  
Center**STUDY SESSION AGENDA****2:00 p.m. CALL EXECUTIVE SESSION**

A. To Discuss the Performance of Public Employees

**2:30 pm OPEN SESSION**A. Recommended Board Action  
- Recommended Approval of Tenure**Tab 3****TENURE RECEPTION**  
Seattle Central Community College  
1701 Broadway  
Seattle, WA 98122

2:30 p.m.

Broadway Performance Hall

**Washington District VI**  
1500 Harvard Avenue  
Seattle, WA 98122  
206.934.3872  
Fax 206.934.3894  
Voice Relay 800.833.6388

## **REGULAR SESSION AGENDA**

**3:30 p.m. CALL TO ORDER**

**3:35 p.m. ROLL CALL**

**3:40 p.m. INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN**

**3:45 p.m. APPROVAL OF AGENDA | ACTION**

**Tab 1**

**3:45 p.m. PUBLIC COMMENTS**

Fifteen minutes are regularly set aside for others to express their views on any matter except those restricted to Executive Session. Anyone wishing to speak to the items on this meeting Agenda will be recognized when the item is being discussed.

**4:00 p.m. PRESENTATION**

*“Wood Technology Center: Built for the 21<sup>st</sup> Century”*

*Presenter: Stephen Starling, Schreiber Starling & Lane Architects*

**4:20 p.m. RECOMMENDED BOARD ACTIONS | ACTION**

A. Approval of February 7, 2013 Meeting Minutes

**Tab 2**

B. Recommended Approval of Tenure

**Tab 3**

C. Revised Board of Trustees 2013 Meeting Schedule

**Tab 4**

D. First Reading

1. WAC Changes | 132F-142 and 132F-136-030

**Tab 5**

2. Credit Hour Policy

**Tab 6**

3. Policy 630 - Travel

**Tab 7**

**4:30 p.m. INFORMATIONAL ITEMS**

A. Enrollment Report

**Tab 8**

B. Student Success Report

**Tab 9**

- C. Legislative Update
- D. SBCTC Legislative Open House | March 21, 2013 | 3:30 -7:30 pm
- E. TACTC Spring Convention | May 16-17, 2013 | Swinomish Casino & Lodge in Anacortes

**4:40 p.m. ORAL REPORTS**

- A. Associated Student Body Presidents
  - 1. Ms. Najwa Alsheikh, Seattle Central Community College
  - 2. Ms. Hillery Jorgenson, North Seattle Community College
  - 3. Mr. Tysen Hillquist, South Seattle Community College
- B. AFT Seattle Community Colleges  
Ms. Karen Strickland, President
- C. Washington Federation of State Employees  
Mr. Rodolfo Franco, President
- D. Chancellor, College Presidents and Vice Chancellors
  - 1. Dr. Jill Wakefield, Chancellor
  - 2. Cabinet
- E. Board of Trustees
  - 1. Mr. Jorge Carrasco, Chair
  - 2. Mr. Albert Shen, Vice Chair
  - 3. Ms. Carmen Gayton
  - 4. Ms. Courtney Gregoire
  - 5. Mr. Steve Hill

**5:00 p.m. ADJOURNMENT**

*The next meeting of the Board of Trustees will be held on Thursday, April 15, 2013 at North Seattle Community College, 9600 College Way North, Seattle, WA 98103. There will be a Study Session at 2:00 p.m. and the Regular Meeting will follow at 3:00 p.m.*



**MINUTES OF THE SEATTLE COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING** held Thursday, February 7, 2013 at  
South Seattle Community College, 6000 – 16<sup>th</sup> Avenue SW, Seattle, WA 98106

**PRESENT FOR REGULAR SESSION HELD AT 4:10 P.M.**

**Trustees**

Mr. Jorge Carrasco  
Mr. Steve Hill  
Ms. Carmen Gayton  
Ms. Courtney Gregoire  
Mr. Albert Shen

**Chancellor**

Dr. Jill Wakefield

**Presidents/Vice Chancellors**

Mr. Mark Mitsui, NSCC  
Dr. Paul Killpatrick, SCCC  
Mr. Gary Oertli, SCCC

**Vice Chancellors**

Dr. Carin Weiss  
Dr. Kurt Buttleman

**Advisory Representatives**

Mr. Derek Edwards, AAG  
Ms. Karen Strickland, AFT 1789  
Mr. Michael Moynihan for Hillery Jorgenson,  
NSCC Student  
Ms. Najwa Alsheikh, SCCC Student  
Mr. Tysen Hillquist, SCCC Student

**Secretary**

Ms. Harrietta Hanson

**ABSENT**

Mr. Charles Sims, Chief Human Resources Officer  
Mr. Al Griswold, SVI  
Mr. Rodolfo Franco, WFSE

**CALL TO ORDER**

Board Chair, Mr. Jorge Carrasco, called the meeting to order at 4:10 p.m.

**ROLL CALL**

The secretary, Harrietta Hanson, called the roll.

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INTRODUCTION OF VISITORS

Mr. Carrasco welcomed the visitors. Visitors introduced themselves. They included: Greg Lonergan, Frank Ashby, Dave Gering, Holly Moore, Danette Randolph, Julia Nicklas, Nuttada Panpradist, Michael Moynihan, Wai-Fong Lee, Dawn Vinberg, April Jensen, Evelyn Yenson, Cheryl Stuart.

APPROVAL OF FEBRUARY 7, 2013 AGENDA

Mr. Carrasco asked for a motion to approve the February 7, 2013 Agenda. **Mr. Shen moved to approve the revised agenda, and Mr. Hill seconded the motion. Motion passed unanimously (5-0).**

PUBLIC COMMENTS

Fifteen minutes are regularly set aside for others to express their views on any matter except those restricted to Executive Session. Anyone wishing to speak to the items on this meeting Agenda will be recognized when the item is being discussed.

There were no public comments.

ACCOLADE – TRANSFORMING LIVES AWARDS

On behalf of the Board, Mr. Shen presented the certificates of the Transforming Lives Awards to Najwa Alsheikh of SCCC, Nuttada Panpradist of NSCC, and Julia Nicklas of SSSC. Mr. Shen attended the Transforming Lives Awards dinner hosted by the Trustees Association of Community and Technical Colleges (TACTC) on January 29. He commented on the impressive resumes of the students representing the colleges, their unique background and the challenges they overcame. The Board congratulated the students on their accomplishments.

PRESENTATION*Pathways to Manufacturing Careers*

SSCC President Gary Oertli provided background information on the Pathways to Manufacturing Careers initiative, and introduced Vice President for Instruction Donna Miller-Parker. Miss Miller-Parker introduced the three presenters: Dave Gering, Executive Director of Manufacturing Industrial Council; Holly Moore, Executive Dean, Apprenticeship & Specialized Training Program, Georgetown Campus; and Danette Randolph, Program Administrator, Georgetown Campus.

The City of Seattle Economic Development Council's Pathways to Careers initiative is a partnership between businesses, educational institutions, nonprofit organizations and the City of Seattle. The goal is to build educational pathways to middle-wage jobs. Pathways to Manufacturing Careers is one of the four focus sectors, in addition to health care, international trade and logistics, and business services.

Ms. Moore talked about the major components of the Pathways to Manufacturing

Careers initiative, including employers' engagement from the very beginning, developing clear road maps across the district, engaging faculty members, providing credits for skills and abilities learned outside of the classroom. Ms. Randolph pointed out that veterans comprised a large portion of the student population. The stackable credentials help veterans and others to fast track into family wage careers. Ms. Randolph indicated that students, when they enroll at the Industrial Manufacturing Academy, have to go through an initial stage of intake and a challenge period, which includes orientation and assessment. Employers also have the opportunity to interview and engage students early on. This will be followed by the second stage of 12 weeks training.

Mr. Gering indicated that the employers and the college worked together and developed basic competencies for students to learn to qualify for manufacturing jobs. These proficiency qualifications are supported by many manufacturing companies and at the end of the course, certificates of proficiency are issued to the students listing the trainings they have successfully gone through. In addition, 19 high schools are implementing the curriculum, which would allow students to identify their career paths before they leave high schools. Ms. Randolph said that the model of the Industrial Manufacturing Academy is successful in showing industries and employers that it can accomplish what they asked for and meet their industry needs. It has become the pilot of other Pathways to Careers sectors. Another successful component of the Academy is having navigators as a single point of contact for students, as they have the expertise in the career pathways. Ms. Moore indicated that faculty also plays a huge role in making this initiative work, in addition to the partnerships with the employers and across the district.

Mr. Carrasco commended on the program and Mr. Gering's involvement. Mr. Shen would like to receive annual update on the progress of the program.

#### APPROVAL OF JANUARY 10, 2013 MEETING MINUTES

Ms. Gregorie recommended two revisions to the minutes. On page 4, "The passing of the Jones Act..." to be revised to "Recent changes to federal law makes it easier..." On page 7, amend "Mr. Malone was highly regarded in Olympia.." to "Mr. Malone was highly regarded in Olympia and Washington DC, especially by U.S. Senator Maria Cantwell."

Mr. Carrasco asked for a motion to approve the amended January 10, 2013 meeting minutes. **Ms. Gregoire so moved and Ms. Carmen seconded the motion. Motion was passed unanimously (5-0).**

#### REVISED BOARD OF TRUSTEES 2013 MEETING SCHEDULE (TIME CHANGE)

Mr. Carrasco asked for a motion to approve the revised 2013 Board of Trustees Meeting Schedule. The change was to move the start time from 3 pm to 2 pm only.

**Mr. Hill so moved and Ms. Gregoire seconded the motion. Motion was passed unanimously (5-0).**

Mr. Carrasco also requested to change the meeting dates of the April and November Board meetings. Ms. Hanson will check the availabilities of the Board members and will present a revised schedule for approval at the next meeting.

**MISSION & CORE THEMES OF SEATTLE CENTRAL COMMUNITY COLLEGE**

**Mr. Shen moved to affirm Seattle Central's mission and core themes as presented. Mr. Hill seconded the motion. Motion was passed unanimously (5-0).**

**EXCLUSIVE NEGOTIATING AGREEMENT WITH SOUND TRANSIT**

Mr. Carrasco asked for a motion to approve Seattle Central Community College to enter into the Exclusive Negotiating Agreement with Sound Transit. **Mr. Shen moved, and Ms. Gregoire seconded the motion. Motion was passed unanimously (5-0).**

**APPROVAL FOR EXPENDITURE OVER \$250K**

Mr. Carrasco asked for a motion to authorize the Chancellor and her designee to enter into the purchasing contract with Interior Development East, Ltd., for the SCCC Broadway-Edison Building project, in the amount of \$272,245.47. **Ms. Gregoire moved, and Mr. Shen seconded the motion. Motion was passed unanimously (5-0).**

**INFORMATIONAL ITEMS**

**A. Tenure Reception**

Dr. Wakefield reported that there are nine faculty members up for tenure this March. Their binders of information will be sent to the Board within the next weeks for their review. The Board will hold an Executive Session on March 14, 2-2:30 pm to review and confer with the Chancellor and Presidents. The tenure reception will start at 2:30 pm and the Board Regular Session will resume at 3:30 pm.

**B. WAC Changes – 132F-142 and 132F-136-030**

The proposed WAC 132F-142 and 132F-136-030 were presented to the Board as informational only. They will be submitted to the Board for First Reading at the next Board meeting in March. Dr. Wakefield provided the background of the proposed WAC revisions, and indicated that there will be more opportunities next month to further explain and answer questions the Board may have. The ultimate goal is to achieve a balance between non-campus groups to exercise their first amendment rights in public forum areas while respecting the educational process of the colleges and the students. Ms. Gregoire suggested defining the term "first amendment activities" to go along with the used definition of "public forum."

C. Enrollment Report

Dr. Weiss presented the winter quarter enrollment numbers based on the tenth day of the quarter. Compared to last year's numbers, the District is generating fewer FTES. Dr. Weiss indicated that both short-term and long-term solutions had been discussed. Some have already been implemented to attract more students, especially in the high demand fields.

D. Quarterly Financial Reports

Dr. Buttleman conducted a presentation on "Financial Sustainability at the Seattle Community Colleges" during the Study Session. Topics covered included: financial accountability, including the quarterly financial reports; budget overview; forecast and trends; external variables; operating budget funding trends and financial challenges.

Mr. Carrasco indicated the presentation is a good orientation on the District's finances for the new Board members. It set the stage for more in-depth information which will be shared and discussed at the Board Retreat on March 6.

E. Student Success Report

Dr. Jensen presented the student success report. The preliminary results from the first year of Statway at SCCC have been exceptional. Additional sections of Statway will be added in spring 2013 at SCCC. NSCC and SSCC will begin to include Statway in fall 2013.

F. Legislative Report

Documents on the District's 2013 Legislative Agenda and Priorities were shared with the Board. In addition, Dr. Wakefield commended the enthusiasm of the students at the rally held in Olympia. The rally received wonderful reviews by the media. She also thanked Mr. Oertli and Mr. Mitsui for their testimonies. She said Mr. Rich Nafziger and Ms. LaVerne Lamoureux are doing a great job in connection with the legislators.

**ORAL REPORTS**

A. Associated Student Body Presidents

Ms. Najwa Alsheikh, of SCCC's Associated Student Council (ASC), reported that: (1) half of the student leadership went to Olympia to attend the 2<sup>nd</sup> annual student lobby date this year; (2) the Student Involvement Fair held on January 29 was attended by 220 students. There are currently about 100 clubs formed with a wide range of different focuses; (3) there are several Asian clubs which will be organizing events to celebrate Lunar New Year tomorrow; (4) the Higher One survey results would be available March 1; (5) SCCC students overwhelmingly welcome the idea of a mascot for their college.



Mr. Michael Moynihan, of NSCC's Student Administrative Council (SAC), reported that: (1) he is the Fee Board Coordinator at NSCC and is representing Ms. Jorgensen; (2) the student leadership is working hard on behalf of their student constituents.

Mr. Tyler Hillquist, of SSCC's United Student Association (USA), presented the Board with tokens of the Annual Women Health Care Fair which was held earlier that day. He continued to report that: (1) he likes the earlier Board meeting time which was approved by the Board in this meeting; (2) he is going to meet with the Vice President of Student Services to talk about Higher One, bus pass and student retention; (3) students are exciting about the idea of having a mascot that they can identify with.

Mr. Shen said that he looks forward to the Higher One survey results.

- B. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789  
Ms. Karen Strickland reported that: (1) AFT Seattle is doing something different with the legislature this session. Members will not be participating in the annual lobby date on February 18. Smaller groups of members will be contacting legislators of their districts directly, in addition to postcards and phone calls; (2) AFT Seattle has passed two resolutions: first one is to support Garfield High School teachers' refusal to administer the standardized tests; second one is to support gun control. Ms. Strickland said that she will include the two resolutions in her next report.
- C. Washington Federation of State Employees (WFSE)  
No report.
- D. Chancellor, College Presidents and Vice Chancellors  
Dr. Wakefield reported that the planning of Mr. Tom Malone's reception is underway.

Mr. Mitsui thanked Dr. Wakefield and Ms. Lamoureux for their support; he was able to meet with Rep. Larry Seaquist to discuss a budget proviso request for the IT data integration needs at the OCE&E building at NSCC. Mr. Mitsui continued to report that the rally on February 1 was very successful.

- E. Board of Trustees  
Mr. Shen said that he will be attending the ACCT Leadership Congress with Ms. Lamoureux in Washington DC. Aside from meeting with congressional leaders, he will also be attending the President's State of the Union address.

EXECUTIVE SESSION

An Executive Session was called at 3:00 pm *to plan or adopt the strategy or position to be taken during collective bargaining, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.* The Board reconvened to open session at 3:30 pm.

ADJOURNMENT

The meeting was adjourned at 5:55 p.m.

*The next meeting of the Board of Trustees will be held on Thursday, March 14, 2013 at Seattle Central Community College, 1701 Broadway, Seattle, WA 98122. There will be an Executive Session at 2 pm, a Tenure Reception at 2:30 p.m. and the Regular Meeting will follow at 3:30 p.m.*

APPROVED BY:

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Jorge Carrasco, Chair

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Date



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill Wakefield, Ed.D.  
Chancellor

**DATE:** March 14, 2013

**SUBJECT:** Recommended Approval of Tenure

**Background**

You have received tenure summaries for review and consideration for nine instructors. The faculty listed below have been found to be qualified in their fields as instructors, and they have been recommended for tenure in their disciplines by their college tenure review committees, vice presidents, and presidents. I concur with these recommendations.

**Seattle Central Community College**

Rainer Heller                      Physics

**North Seattle Community College**

Denise Filiatrault                      Nursing

Michael Gaul                      Math

Lynne Hull                      Arts

Christina Scheuer                      English

**South Seattle Community College**

Jacob Ashcraft                      Chemistry

David Bennett                      Aviation Maintenance

Will McNamara                      Culinary

Robert Scribner                      Culinary

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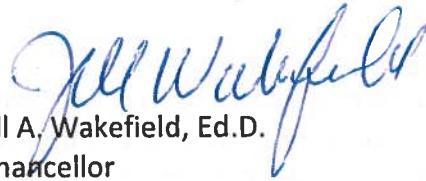
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**Recommended Action**

It is recommended that the Board of Trustees, having given reasonable consideration to the recommendations of each individual tenure review committee, as well as the vice presidents' and presidents' recommendations, grant tenure to the nine faculty members in their respective disciplines as specifically indicated above.

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



Jill A. Wakefield, Ed.D.  
Chancellor



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## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield  
Chancellor

**DATE:** March 14, 2013

**SUBJECT:** **Proposed Revised Board of Trustees 2013 Meeting Schedule**

### Background

The attached document shows the proposed revised Board of Trustees meeting dates for the 2013 calendar year.

### Recommended Action

It is the recommendation of the administration that the SCCD Board of Trustees approve this meeting schedule for the 2013 calendar year.

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

Dr. Jill Wakefield  
Chancellor

**BOARD OF TRUSTEES 2013 MEETING SCHEDULE**  
*Approved by the Board of Trustees February 7 ~~March 14~~, 2013*

The Board of Trustees meetings begin with a study session or reception at **2:00 pm**. Regular meeting agenda sessions will begin at **3:00 p.m.** Dates and locations of the meetings are noted below. **All meetings are on the second Thursday of the month, except February, April and November.**

<b>DATE</b>	<b>LOCATION</b>
<b>JANUARY 10</b>	<b>SCCD (SIEGAL CENTER)</b> 1500 Harvard Avenue Seattle, WA 98122
<b>FEBRUARY 7</b>	<b>SOUTH SEATTLE COMMUNITY COLLEGE (SSCC)</b> 6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
<b>MARCH 14</b>	<b>SEATTLE CENTRAL COMMUNITY COLLEGE (SCCC)</b> 1701 Broadway Seattle, WA 98122
<b>APRIL <del>11</del>15</b>	<b>NORTH SEATTLE COMMUNITY COLLEGE (NSCC)</b> 9600 College Way North Seattle, WA 98103
<b>MAY 9</b>	<b>SCCD (SIEGAL CENTER)</b> 1500 Harvard Avenue Seattle, WA 98122
<b>JUNE 13</b>	<b>SOUTH SEATTLE COMMUNITY COLLEGE (SSCC)</b> 6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
<b>JULY 11</b>	<b>SEATTLE CENTRAL COMMUNITY COLLEGE (SCCC)</b> <del>1701 Broadway</del> Wood Technology Center <u>2310 South Lane Street</u> Seattle, WA <del>98122</del> <u>98144</u>
<b>AUGUST</b>	<b>NO MEETING</b>
<b>SEPTEMBER 12</b>	<b>NORTH SEATTLE COMMUNITY COLLEGE (NSCC)</b> 9600 College Way North Seattle, WA 98103
<b>OCTOBER 10</b>	<b>SCCD (SIEGAL CENTER)</b> 1500 Harvard Avenue Seattle, WA 98122
<b>NOVEMBER <del>14</del>18</b>	<b>SOUTH SEATTLE COMMUNITY COLLEGE (SSCC)</b> 6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
<b>DECEMBER 12</b>	<b>SEATTLE CENTRAL COMMUNITY COLLEGE (SCCC)</b> 1701 Broadway Seattle, WA 98122

**BOARD OF TRUSTEES 2013 MEETING SCHEDULE**  
*Approved by the Board of Trustees March 14, 2013*

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<b>DATE</b>	<b>LOCATION</b>
<b>JANUARY 10</b>	<b>SCCD (SIEGAL CENTER)</b> 1500 Harvard Avenue Seattle, WA 98122
<b>FEBRUARY 7</b>	<b>SOUTH SEATTLE COMMUNITY COLLEGE (SSCC)</b> 6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
<b>MARCH 14</b>	<b>SEATTLE CENTRAL COMMUNITY COLLEGE (SCCC)</b> 1701 Broadway Seattle, WA 98122
<b>APRIL 15</b>	<b>NORTH SEATTLE COMMUNITY COLLEGE (NSCC)</b> 9600 College Way North Seattle, WA 98103
<b>MAY 9</b>	<b>SCCD (SIEGAL CENTER)</b> 1500 Harvard Avenue Seattle, WA 98122
<b>JUNE 13</b>	<b>SOUTH SEATTLE COMMUNITY COLLEGE (SSCC)</b> 6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
<b>JULY 11</b>	<b>SEATTLE CENTRAL COMMUNITY COLLEGE (SCCC)</b> Wood Technology Center 2310 South Lane Street Seattle, WA 98144
<b>AUGUST</b>	<b>NO MEETING</b>
<b>SEPTEMBER 12</b>	<b>NORTH SEATTLE COMMUNITY COLLEGE (NSCC)</b> 9600 College Way North Seattle, WA 98103
<b>OCTOBER 10</b>	<b>SCCD (SIEGAL CENTER)</b> 1500 Harvard Avenue Seattle, WA 98122
<b>NOVEMBER 18</b>	<b>SOUTH SEATTLE COMMUNITY COLLEGE (SSCC)</b> 6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
<b>DECEMBER 12</b>	<b>SEATTLE CENTRAL COMMUNITY COLLEGE (SCCC)</b> 1701 Broadway Seattle, WA 98122

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Jill Wakefield  
Chancellor

**DATE:** March 14, 2013

**SUBJECT:** WAC 132F-142 & WAC 132F-136-030 – First Reading

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**Background**

The attached WAC revisions are the culmination of more than three years of debate and discussion. In spring 2012, the District proposed changes to the Washington Administrative Code (WAC) regarding First Amendment activities on campus. A small change eliminating overnight camping was adopted in June 2012.

Regarding the proposed WAC revision, we received a number of questions and concerns from the internal and external community about some of the sections proposed, primarily the use of facilities for college and non-campus groups related to first amendment activities. As a result, I withdrew our proposed WAC change and formed a task force to further study the issues and to revise the WAC to ensure that we are upholding First Amendment rights while respecting the educational process and all Seattle Community Colleges constituents. The task force was made up of the following representatives from student government, faculty and staff unions, and the community:

Dr. Jill Wakefield  
Alan Sugiyama  
Cathy Hillenbrand  
Joan Weiss  
Rodolfo Franco  
Kelly Grayson  
Gregory Morphey  
Cessa Heard-Johnson  
Orestes Monterey  
Kenneth Lawson  
Ian Elliot  
Hillery Jorgensen  
Tysen Hillquist  
Larry Hopt  
Kimberly McRae  
Don Bissonnette  
Kurt Buttleman

Chair  
Community Representative  
Community Representative  
Community Representative  
Staff Union Representative  
Staff Union Representative  
Staff Union Representative  
SCCD Administration – South  
SCCD Administration – North  
SCCD Administration – Central  
Seattle Central Student Representative  
North Seattle Student Representative  
South Seattle Student Representative  
Faculty Union Representative  
Faculty Union Representative  
Faculty Union Representative  
Staff support for task force



This task force began meeting in May, 2012 and over a series of four meetings it has reviewed the existing WAC / Procedure regarding facilities use and regulations regarding outside groups' using the campuses as First Amendment forums. Attached is the language recommended by the task force to Dr. Wakefield and the Board.

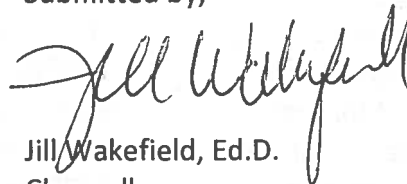
Today, the proposed WAC is being presented to the Board of Trustees for First Reading. It has been shared with the faculty and staff unions. The process for formal approval as a part of the WACs takes a number of months to complete. The next steps in the process are as follows:

1. The proposed WAC has been filed with the Code Revisers Office and will be posted for 30 days. It will serve as notice of the upcoming changes to the WAC.
2. Following the 30 day waiting period,, a second form ( CR102 ) will be filed for 20 days.
3. The Public Hearing will likely be scheduled at the end of May.
4. If there are major changes following the hearing, the CR102 must be refiled and a second Public Hearing held.
5. If there are no major changes the rule will go to the Board of Trustees for a Second Reading and final approval.
6. Following Board of Trustees approval, a CR103 form will be filed with the Code Revisers office and will be posted for 31 days. After the 31 day waiting period the rule will become law and will be posted on the District website.

**Recommended Action**

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

Submitted by,



Jill Wakefield, Ed.D.  
Chancellor

## **Chapter 132F-142 WAC**

### **USE OF FACILITIES FOR FIRST AMENDMENT ACTIVITIES**

#### **NEW SECTION**

**WAC 132F-142-010 Statement of purpose.** The Seattle Community Colleges are educational institutions provided and maintained by the people of the state of Washington. College facilities are reserved primarily for educational use including, but not limited to, instruction, research, public assembly of college groups, student activities and other activities directly related to the educational mission of the colleges. The public character of the colleges does not grant to individuals the right to substantially interfere with, or otherwise disrupt the normal activities for and to which the colleges' facilities and grounds are dedicated. Accordingly, the colleges are designated public forums opened for the purposes recited herein and further subject to the time, place, and manner provisions set forth in these rules.

The purpose of the time, place and manner regulations set forth in this policy is to establish procedures and reasonable controls for the use of college facilities for both college and noncollege groups. It is intended to balance the colleges' responsibility to fulfill their mission as state educational institutions of Washington with the interests of college groups and noncollege groups who are interested in using the campus for purposes of constitutionally protected speech, assembly or expression. The colleges recognize that college groups should be accorded the opportunity to utilize the facilities and grounds of the colleges to the fullest extent possible. The college intends to open its campus to noncollege groups to the extent that the usage does not conflict with the rights of college groups or substantially disrupt the educational process.

#### **NEW SECTION**

**WAC 132F-142-020 Definitions.** (1) "College group" means individuals who are currently enrolled students or current employees of the Seattle Community Colleges or individuals who are sponsored by faculty, a recognized student organization or a recognized employee group of the college.

(2) "Noncollege group" means individuals or groups who are not currently enrolled students or current employees of the Seattle Community Colleges.

(3) "College facilities" or "campus" includes all buildings, structures, grounds, office space, and parking lots.

(4) "Public forum areas" means those areas of each campus that the College has chosen to be open as places for expressive activities protected by the First Amendment, subject to reasonable time, place or manner provisions.

(5) "Sponsor" means that when a college group invites a noncollege group onto campus, the college group will be responsible for the activity and will designate an individual to be present at all times during the activity. The sponsor will ensure that those participating in the sponsored activity are aware of the college's rules and policies governing the activity. This definition does not apply to noncollege groups that rent College facilities.

#### NEW SECTION

##### **WAC 132F-142-030 Use of facilities.**

(1) There shall be no camping on college facilities or grounds between the hours of 10:00 p.m. and 6:00 a.m. Camping is defined to include sleeping, cooking activities, or storing personal belongings, for personal habitation, or the erection of tents or other shelters or structures used for purposes of personal habitation.

(2) Any sound amplification device may only be used at a volume which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled college activity.

(3) College groups are encouraged to notify the campus public safety department no later than twenty-four hours in advance of an activity. However, unscheduled activities are permitted so long as the activity does not displace any other activities occurring at the College.

(4) All sites used for First Amendment activities should be cleaned up and left in their original condition and may be subject to inspection by a representative of the college after the activity. Reasonable charges may be assessed against the sponsoring organization for the costs of extraordinary clean-up or for the repair of damaged property.

(5) All college and noncollege groups must comply with fire, safety, sanitation or special regulations specified for the activity.

(6) The activity must not be conducted in such a manner as to obstruct vehicular, bicycle, pedestrian, or other traffic or otherwise interfere with ingress or egress to the college, college buildings or facilities, or college activities. The activity must not create safety hazards or pose safety risks to others.

(7) The activity must not substantially interfere with educational activities inside or outside any college building or otherwise prevent the college from fulfilling its mission and achieving its primary purpose of providing an education to its students. The activity

must not substantially infringe on the rights and privileges of college students, employees or invitees to the college.

(8) College facilities may not be used for commercial sales, solicitations, advertising or promotional activities, unless:

(a) Such activities serve educational purposes of the college; and

(b) Such activities are under the sponsorship of a college department, office, or officially chartered student club.

(9) The activity must also be conducted in accordance with any other applicable college policies and rules, local ordinances, state, and federal laws.

### NEW SECTION

WAC 132F-142-040 Additional requirements for noncollege groups. (1) College facilities may be rented by noncollege groups in accordance with the college's facilities use policy. Noncollege groups may otherwise use college facilities in accordance with the Seattle Community Colleges' rules.

(2) The college designates its grounds and outdoor spaces as the public forum area(s) for use by noncollege groups for First Amendment activities on campus. Nothing in these rules prohibits noncollege groups from engaging in First Amendment activities at Open Public Meetings, subject to the requirements of RCW 42.30.050.

(3) Noncollege groups at North Seattle Community College and South Seattle Community College may use the public forum areas for First Amendment activities between the hours of 6:00 a.m. and 10:00 p.m. and those colleges and their campuses are not open to the general public except during these times. Due to Seattle Central Community College's urban setting, there are no temporal restrictions on First Amendment activities at that college except as otherwise provided in these rules.

(4) Before engaging in First Amendment activities, upon request by the college, all noncollege groups must report to campus security to sign in and notify the college of the noncollege group's presence on campus and to acknowledge receipt of these rules and to ensure that there are no scheduling conflicts. This notice does not involve any application or approval process, and therefore, the ability to use designated areas will not be denied unless they are already reserved for use by another group. This notice is intended to provide the college with knowledge of the noncollege group's presence on campus so that the college can notify the appropriate members of its staff whose services might be needed or impacted by the use of the designated area. When signing in, the individual or group must provide the following information:

(a) The name, address, and telephone number of the individual, group, entity, or organization sponsoring the activity (hereinafter "the sponsoring organization"); and

- (b) The name, address, and telephone number of a contact person for the sponsoring organization; and
- (c) The date, time, and requested location of the activity; and
- (d) The type of sound amplification devices to be used in connection with the activity, if any; and
- (e) The estimated number of people expected to participate in the activity.

#### NEW SECTION

**WAC 132F-142-050 Distribution of materials.** Information may be distributed as long as it is not obscene or does not promote the imminent prospect of actual violence or harm. The distributor is encouraged, but not required, to include its name and address on the distributed information. College groups may post information on bulletin boards, kiosks and other display areas designated for that purpose, and may distribute materials throughout the open areas of campus. Noncollege groups may distribute materials only on the grounds and outside spaces of the campuses.

## 132F-136-030

### Limitation of use.

(1) Primary consideration shall be given at all times to activities specifically related to the college's mission, and no arrangements shall be made that may interfere with, or operate to the detriment of, the college's own teaching, research, or public service programs.

(2) ~~In general, the facilities of the college.~~ College facilities shall not ~~may~~ be rented to, or used by, private or commercial organizations or associations, ~~nor~~ but shall not the facilities be rented to persons or organizations conducting programs for private gain.

(3) ~~College facilities may not be used for commercial sales, advertising, or promotional activities except when such activities clearly serve educational objectives (as in display of books of interest to the academic community or in the display or demonstration of technical or research equipment) and when they are conducted under the sponsorship or at the request of a college department, administrative office or student organization.~~

(4) ~~College facilities may not be used for purposes of political campaigning by or for candidates who have filed for public office except for student sponsored activities.~~

(5) ~~Activities of commercial or political nature will not be approved if they involve the use of promotional signs or posters on buildings, trees, walls, or bulletin boards, or the distribution of samples outside rooms or facilities to which access has been granted.~~

(6)(3) ~~College facilities are available to recognized student groups, subject to these general policies and to the rules and regulations of the college governing student affairs.~~

(7) ~~Handbills, leaflets, and similar materials except those which are commercial, obscene, or unlawful in character may be distributed only in designated areas on the campus where, and at times when, such distribution shall not interfere with the orderly administration of the college affairs or the free flow of traffic. Any distribution of materials as authorized by the designated administrative officer and regulated by established guidelines shall not be construed as support or approval of the content by the college community or the board of trustees.~~

(8) ~~Use of audio amplifying equipment is permitted only in locations and at times that will not interfere with the normal conduct of college affairs as determined by the appropriate administrative officer.~~

(9)(4) ~~No person or group may use or enter onto college facilities having in their possession firearms, even if licensed to do so, except commissioned police officers as prescribed by law.~~

(10) ~~The right of peaceful dissent within the college community shall be preserved. The college retains the right to insure the safety of individuals, the continuity of the educational process, and the protection of property. While peaceful dissent is acceptable, violence or disruptive behavior is an illegitimate means of dissent. Should any person, group or organization attempt to resolve differences by means of violence, the college and its officials need not negotiate while such methods are employed.~~

(11) ~~Orderly picketing and other forms of peaceful dissent are protected activities on and about the college premises. However, interference with free passage through areas where members of the college community have a right to be, interference with ingress and egress to college facilities, interruption of classes, injury to persons, or damage to property exceeds permissible limits.~~

(12) ~~Peaceful picketing and other orderly demonstrations are permitted in public areas and other places set aside for public meetings in college buildings. Where college space is used for an authorized function, such as a class or a public or private meeting under approved sponsorship, administrative functions or service related activities, groups must obey or comply with directions of the designated administrative officer or individual in charge of the meeting.~~

(13) ~~If a college facility abuts a public area or street, and if student activity, although on public property, unreasonably interferes with ingress and egress to college buildings, the college may choose to impose its own sanctions although remedies might be available through local law enforcement agencies.~~

(14) ~~College and noncollege groups may use the campus for first amendment activities between the hours of 6:00 a.m. and 10:00 p.m. and the colleges and their campuses are not open to the public except during these times.~~

~~(15) There shall be no overnight camping on college facilities or grounds. Camping is defined to include sleeping, carrying on cooking activities, or storing personal belongings, for personal habitation, or the erection of tents or other shelters or structures used for purposes of personal habitation.~~

[Statutory Authority: RCW 28B.50.140(13). 12-12-010, § 132F-136-030, filed 5/24/12, effective 6/24/12. Statutory Authority: Chapter 28B.50 RCW. 84-21-031 (Order 44, Resolution No. 1984-22), § 132F-136-030, filed 10/10/84; Order 35, § 132F-136-030, filed 11/21/77; Order 26, § 132F-136-030, filed 9/16/75; Order 3, § 132F-136-030, filed 9/20/72.]

## **132F-136-050**

### **Trespass.**

(1) Individuals who are not students or members of the faculty or staff and who violate the district's rules, or whose conduct threatens the safety or security of its students, staff, or faculty will be advised of the specific nature of the violation, and if they persist in the violation, they will be requested by the campus president, or his or her designee, to leave the college property. Such a request will be deemed to prohibit the entry of, withdraw the license or privilege to enter onto or remain upon any portion of the college property by the person or group of persons requested to leave, and subject such individuals to arrest under the provisions of chapter 9A.52 RCW or Seattle Municipal Code 12A.08.040.

(2) Members of the college community (students, faculty, and staff) who do not comply with these regulations will be reported to the appropriate college office or agency for action in accord with established college policies.

(3) When the college revokes the license or privilege of any person to be on college property, temporarily or for a stated period of time, that person may file a request for review of the decision with the manager of campus security vice president of administration or designee within ten days of receipt of the trespass notice. The request must contain the reasons why the individual disagrees with the trespass notice. The trespass notice will remain in effect during the pendency of any review period. The decision of the manager of campus security vice president of administration or designee will be the final decision of the college and should be issued within five work days.

[Statutory Authority: RCW 28B.50.140(13). 12-12-010, § 132F-136-050, filed 5/24/12, effective 6/24/12. Statutory Authority: RCW 28B.19.030 and 28B.50.140. 81-12-008 (Order 38), § 132F-136-050, filed 5/27/81; Order 35, § 132F-136-050, filed 11/21/77; Order 26, § 132F-136-050, filed 9/16/75; Order 3, § 132F-136-050, filed 9/20/72.]



MEMORANDUM

To: Board of Trustees

From: Jill Wakefield, Chancellor

Date: March 14, 2013

SUBJECT: Credit Hour Policy - First Reading

**Background**

The attached Policy was created to comply with a request from the Northwest Commission on Colleges and Universities. The request was to come into compliance with the federal regulations regarding the definition and assignment of credit hours under Section 600.2 and Section 600.24. As required by Section 600.24, the Commission will evaluate the extent to which the institution meets the federal definition by reviewing the following criteria:

- 1) The adoption of a policy on credit hour for all course and programs at the institutions.
- 2) The process the institution employs to review periodically the application of its policy on credit hour access to assure that credit hour assignments are accurate and reliable.
- 3) Any variations in the assignment of credit hours to assure that these variations conform to the commonly accepted practices of higher education.

In preparing this draft policy the Washington SBCTC rules were used that are found in Appendix B: Credit Hours/Credit Equivalents by the Type of Instruction of the SBCTC Policy Manual. This Policy has been reviewed has been approved by the Chancellor's Cabinet.

**Recommendation**

It is recommended that the new Credit Hour Policy be received as informational only.

Submitted By:

Gary Oertli  
President/Vice Chancellor for Instruction

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

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## **522 - Seattle Community College District: Credit Hour Policy**

The State Board for Community and Technical Colleges has defined the credit hour as, "...the unit by which an institution measures its course work. The number of credit hours assigned to a course is defined by the number of hours per week in class and the number of hours per week in out of class preparation." The Seattle Community College District has adopted and supports this policy, and has used the SBCTC's rules to establish credit for its course offerings, as follows:

522.10 Lecture/discussion: 1:1; one credit hour is equivalent to one hour of direct teacher instruction in lecture/discussion, and approximately two hours of out-of-class student work (time spent on studying, working on assignments, etc.) per week. For example, a 5-credit course would involve five hours of in-class direct instruction, and approximately 10 hours of additional work by students outside of the classroom per week.

522.20 Laboratory/applied learning: 2:1; one credit hour is equivalent to two hours of laboratory work under the supervision of the instructor, and approximately one additional hour for out-of-class student work on assignments per week.

522.30 Work site educational experience: 3:1; one credit hour is equivalent to three hours of work per week under the intermittent supervision of the instructor, and includes working with professional practitioners; includes a required one-hour-per-week seminar or discussion group activity.

522.40 Other: 5:1; one credit hour is equivalent to five hours of work per week in which minimum supervision is provided or required for work-related activities. In this case, work site experiences have no related seminar or discussion activity.

The above guidelines apply to all types of courses offered for credit and modalities of instruction offered by the Seattle Community College District.

### **Documents referenced to develop this policy:**

SBCTC Policy Manual, Appendix B: Credit Hours/Credit Equivalents by Type of Instruction  
<http://www.sbctc.ctc.edu/general/policymanual/a-policymanual-ch4Append.aspx#appendb>

Bellevue College, Policies and Procedures: Credit Hours and Credit Loads  
[http://bellevuecollege.edu/policies/3/3050 Credit Hours and Credit Load.asp](http://bellevuecollege.edu/policies/3/3050%20Credit%20Hours%20and%20Credit%20Load.asp)



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman

**DATE:** March 14, 2013

**SUBJECT:** Policy 630 – First Reading

### Background

The attached SCCD policy revision is suggested to better comply with the State of Washington OFM Travel Management Requirements and Restrictions as published in Chapter 10 of State Administrative and Accounting Manual (SAAM).

### Recommendation

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

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology  
Business & Finance

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

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# SEATTLE COMMUNITY COLLEGE DISTRICT POLICY

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**NUMBER: 630**

**TITLE: TRAVEL**

Seattle Community College District (SCCD) employees and management shall adhere to the State of Washington OFM Travel Management Requirements and Restrictions as published in Chapter 10.40 of State Administrative and Accounting Manual (SAAM).

*Submitted to the Board for First Reading: 6/11/02*

*Submitted to the Board for Approval: 7/9/02*

*Amended: September 10, 2009*



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield, Chancellor

**DATE:** March 14, 2013

**SUBJECT:** Enrollment Report: *Comparison of State-Funded FTES to Annual Allocations Over Time*

### Background

This month's report offers a comparison of State-funded FTES with annual allocations by college and district across a span of six years. The overview presents a summary of the major trends from 2007-08 to 2012-13 and the detailed data tables follow.

### Recommendation

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

Submitted by:

Dr. Carin Weiss  
Vice Chancellor

Transmitted to the Board for their information.

Dr. Jill Wakefield  
Chancellor

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## ENROLLMENT REPORT: *Comparison of State-Funded FTES to Annual Allocations Over Time*

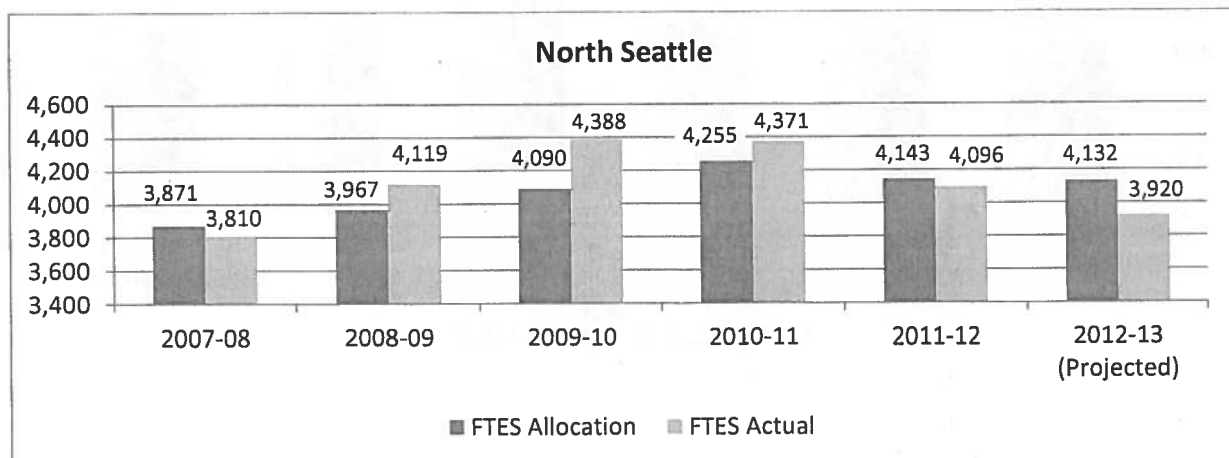
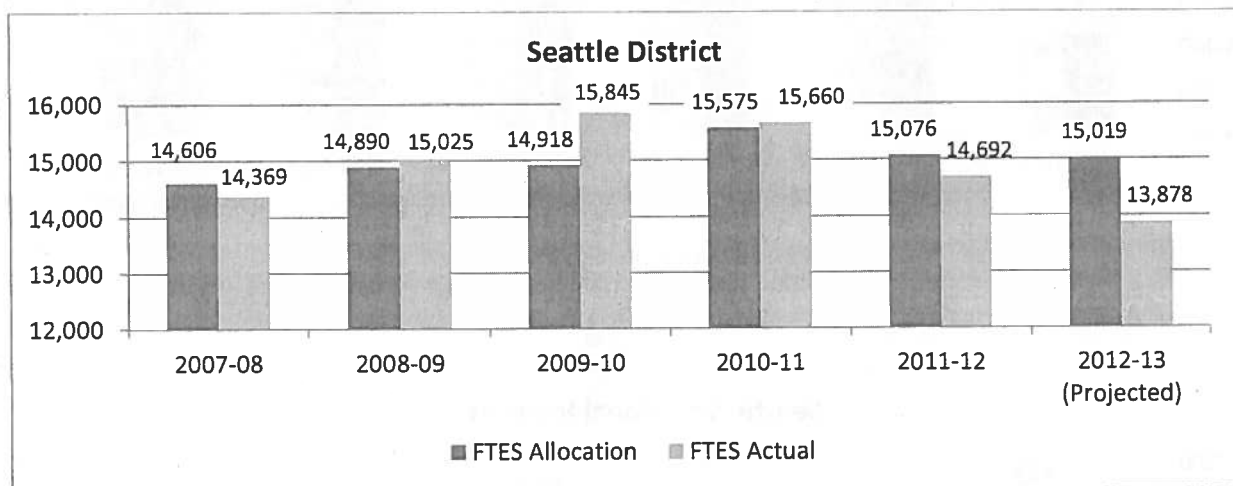
Prepared by Carin Weiss, Vice Chancellor

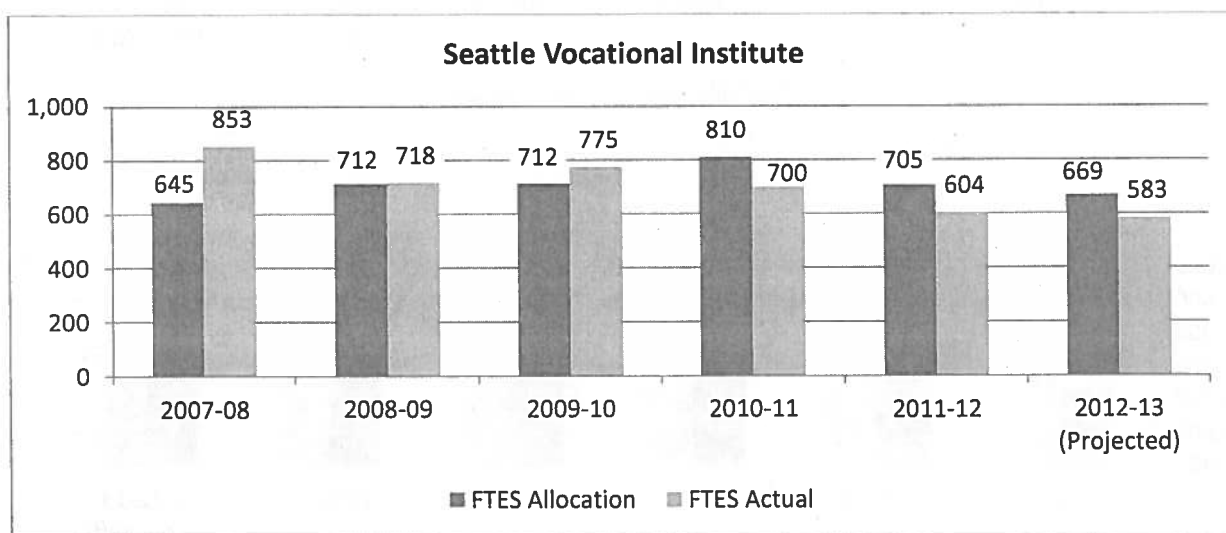
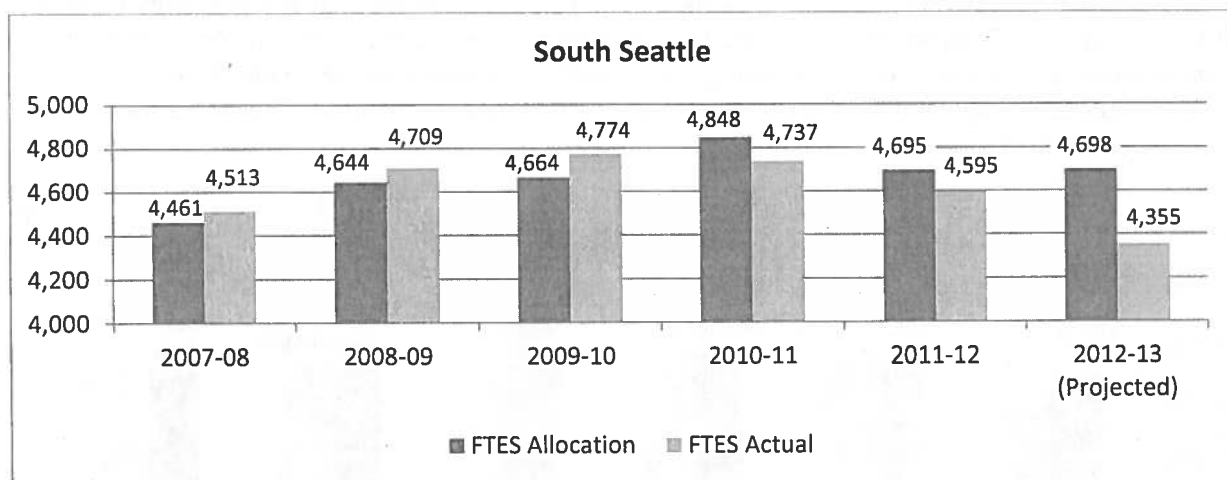
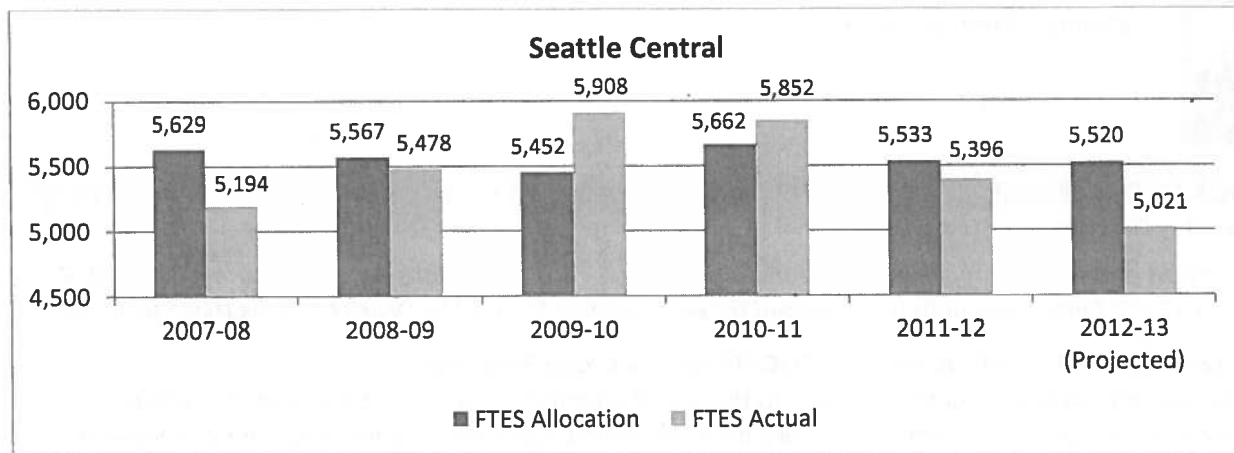
*This report provides a comparison of targeted and actual enrollment data for each year between 2007-08 – 2012-13. Enrollment data are provided for each college, SVI and by District, across these six years.*

### STATE-FUNDED FTES AND ANNUAL ALLOCATIONS – A 6 Year Snapshot

As follow-up to data previously provided to the Board on enrollment and FTES allocations, this report provides historical context with time-series data. The following charts provide a six-year overview of state-funded FTES compared to the annual allocations by college and by district.

The current projection for 2012-13 is for FTES enrollment levels just 3% less than the pre-recession year of 2007-08. Since 2007-08, the District's state FTES allocation increased dramatically to meet the recession-driven demand for worker retraining, and remains 3% above 2007-08 levels. Enrollment peaked in 2009-10 during the height of the recession, which in turn led to higher FTES allocations well above past enrollment levels.







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# OFFICE OF THE CHANCELLOR

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill Wakefield, Chancellor

**DATE:** March 14, 2013

**SUBJECT:** Student Success Report – Pathways to Careers Case Study

Pathways to Careers is a pioneering partnership between the City of Seattle Office of Economic Development and SCCD to work with regional businesses, agencies, and non-profit organizations to build educational pathways toward middle-wage jobs. This initiative focuses on four of the fastest growing industry sectors in our region: health care, manufacturing, international trade/logistics, and business services.

In each sector, foundational classes are offered to students with low skills who gain industry-recognized certifications needed in these industries. Businesses in these sectors determine where there are skill gaps, and curriculum is designed to teach the skills to fill those gaps. Students can “step on and off” the educational pathway to suit their needs—industry certifications are stackable, meaning each reflects mastery of specific skills, so individuals can study to earn a certification, go to work, return for more credentials, then work at a higher level job.

This program is attracting attention at the national level. In January, Aspen Institute’s National Marano Fellows convened in Seattle to meet with five stakeholder groups: employers, faculty, intermediaries, deans, and policy representatives. The outcome of their visit was a robust set of recommendations for the District that will assist us in creating a clear vision, operationalizing that vision, and making demonstrable improvements in recruitment of students, validated curriculum, and job placement. Next November, the Georgetown campus’ manufacturing program will be highlighted as part of a mobile workshop tour of Seattle, coordinated by the National League of Cities.

Pathways to Careers is directed by Leslie Haynes, whose office is in the Siegal Center.

### Recommendation

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

Submitted by:

Dr. April F. Jensen  
Special Assistant to the Chancellor for Student  
Success

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

**MEMORANDUM**

**TO:** Board of Trustees  
Seattle Community Colleges District

**FROM:** Najwa Alsheikh  
Student Body President, Executive of Administration  
Seattle Central Community College

**DATE:** March 14<sup>th</sup>, 2013

**SUBJECT:** Associated Student Council Board Report - Information Only

**Edmonds Community College To Visit Associated Student Council**

The Student Council at Edmonds Community College, led by Student Body President Guillermo Zapata, has asked to visit the Associated Student Council to learn about all the ways the ASC, and Seattle Central as a whole, so successfully incorporate diversity and positive multicultural education in student government and throughout our campus.

The ASC prides itself on incorporation of diversity themes into everything we do, and we have welcomed Edmonds Community College with open arms. ASC members are preparing written reports documenting our various processes and committee work. We plan on holding a “meeting as usual” for the Edmonds visit, but with an extra Q&A session and a pot luck.

**Higher One – The Process Continues**

The ASC and the Issues and Concerns Board continue to work extensively on the Higher One issue. We are still coordinating with the student governments on North and South. We have already begun to create a report for the survey results which will be sent to the President’s Cabinet, the District office, and the Board of Trustees. The information presented will be available to the student body and general public as well.

One important point in continuing this work is the ability to process this information among our committee members before the information is available to the public or outside corporations, this includes Higher One. To that extent, the ASC is currently drafting a letter asking for any Higher One representatives to obtain the information at the same time that the public obtains any information from the survey, and not sooner. This includes being invited to any closed door meetings before the survey results are released.

**WSAC Public Forum Recap**

Students from the ASC attended the Washington Student Achievement Council on Wednesday night at the Broadway Performance Hall. The Council was created during a state legislative session in 2012. ASC members were impressed by the fact that the Council had a student rep. The Council outlined goals for education that could use improvement and promoting the benefits of post-secondary education. ASC



member's echoed the Council's sentiment that college should be a given, a natural part of everyone's education, and it should not be a hardship to obtain or a question up in the air.

Overall, the outlook was grim for access to education in Washington State. Per student state funding has dropped by 42%, and our state lacks proper funding for students, a problem we are directly familiar with as students at Seattle Central. The panel discussed models of sustainable funding and an increase in college retention rates. Nearly 25% of Washington State students do not make it through high school, 3 out of 5 need remedial coursework at community and technical colleges, and our state ranks #42 out of 50 states in the production of baccalaureate degrees. We have a long ways to go. ASC member Leah Remsen delivered a report to the ASC following the WSAC meeting.

### **American Indian Student Association Cultural Fair**

The AISA, an club at Seattle Central, held an event celebrating Native American culture in the rooms and hallways of SCCC. There was food, clothing, and goods for sale, music and drumming, and speakers, including Andrew Morrison, a local muralist. Seattle Central's AISA is very active and the event was widely attended.

### **Issues and Concerns Board Advertises on Campus**

The ASC's Issues and Concerns Board has added two more comment boxes on campus. The bright green wood boxes invite students to fill out similarly green colored comment forms to drop in the comment boxes, either anonymously or with a name attached. This brings the total to 10 boxes which bring in about a dozen issues to the Board each week. The Board then discusses each issue separately, contacts the sender if information is available, and forwards the complaints to the appropriate department. A lot of ideas to assist students originate from the forms submitted, creating a dynamic interaction between student government and the student body.

### **Student Lobby Committee**

The ASC's Student Lobby Committee is connecting with LaVerne Lamoureux, as well as the Washington Student Association, on increased opportunities for students to lobby legislators in Olympia. Many students in Student Leadership are interested in continuing lobby efforts in Olympia and elsewhere and these connections serve as valuable learning opportunities for students who are interested in public service.

### **Student Success Committee**

The SCC is on track for their program connecting at-risk groups at Seattle Central with mentors. The targeted groups include foster youth and students with felonies. They have created a confidentiality agreement for their program, as well as a variety of ways to outreach. Currently they are reaching out to students who can be mentors for at-risk students.

### **Sustainability Committee**

A District sustainability coordinator, Ian Sidak, and Amy Jean, a student at SCCC, visited the ASC's Sustainability Committee this week. Ian discussed ways students can recycle and conserve on campus, and Amy discussed an idea to recycle cigarette butts into a material to make skateboard and snowboards. Following the discovery that the Atrium Café and the SCCC Bookstore were selling bottled water, despite an agreement Jeff Kever and the facilities department had with the ASC to *not* sell bottled water, the Sustainability Committee has begun another program to enforce the agreement.

## MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

FROM: Hillery Jorgenson  
Student Administrative Council Director  
North Seattle Community College

DATE: March 14, 2012

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT –Information Only

### **Student Administrative Council (SAC)**

- The Higher One survey is nearing completion and the three colleges in this district are working together to compile and analyze the data. Jack Bautsch has been very helpful in the execution of the survey; he has made an overwhelming process much easier for student leaders.
- The Student Cabinet hired three new members who started attending meetings on February 7<sup>th</sup>. Our Cabinet Coordinator, Audrey-Rose Barnes, spent countless hours in the hiring and training of these new members. SAC is grateful to her for her dedication to the Cabinet and providing student representation on campus committees.
- The Research and Advocacy Board attended the rally in Olympia of February 1<sup>st</sup>. They were able to show their support for the funding of Community College and that these Colleges effect many people across the state. Students from North were able to speak with Rep. Seaquist's aid; we hope to make several more trips to Olympia before the end of the session.

### **Arts, Lectures and Activities Board(ALA)**

- As part of the Diversity Speaker Series ALA hosted Roger Daniel's presentation on Japanese Internment. He spoke from first-hand experience about the experience of Japanese Americans during World War II. The event was well attended and brought history to life for students.

### **Clubs**

- Multimedia Digital Arts Club (M.A.D.A.) recently presented "Get to know your Faculty," a video showcase with President Mark Mitsui, Nancy Adelson, and Richard Hawkins. The event was held at the Baxter Event Center on campus January 31 1:45-4:14pm, approximately 15-20 people were watching the film at any given time.
- The Accounting club, on Valentine's Day hosted an 'ice cream social' in the Student Club room with the aims of increasing fellowship both within their club and with the campus community.
- Global Student Organization partnered with the Indonesian Student Association of North Seattle, International programs and others to present a Lunar New Year Celebration. Event was so large it could not be contained in only the cafeteria so the group also used the Baxter Event Center. They served eight different types of cuisine and over 200 students participated. There were many performances including a yo-yo performer and lion dancers.

MEMORANDUM

**TO:** Board of Trustees  
Seattle Community College District

**FROM:** Tysen Hillquist  
President, United Student Association  
South Seattle Community College

**DATE:** March 14, 2013

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

South Seattle United Student Association elected officials are deeply honored and excited to serve the student body and work alongside the Seattle Community College District.

**Higher One**

Currently we are still in the data collection phase of the survey. The combined efforts of North, Central, and South student governments have produced a compelling survey that is both strategic in data collection as well as informative in its efforts. We have received some passionate emails in response to Higher One but at this time do not have the full data to come to a conclusion or a recommendation.

**Student-At-Large Voting Member on the Board of Trustees**

The United Student Association is in favor of having a voting student member on the Board. We agree with the legislative bill language which states, this “opportunity can provide insight into the impacts of actions by trustees that are not always measurable through reports and statistics. Students are on campus every day using services and experiencing aspects of the institution that board members may only see on paper, providing a unique and valuable perspective that should not be overlooked.” For the student chosen, this would provide valuable tools for developing leadership through experiential learning. We understand that further discussion needs to take place but we feel that this is an opportunity that can impact future campus development.

### **Student Talent Show - February 28**

We are anticipating a great turnout for our second talent show of the academic year. Nhugh Le, our Social Activities Officer, is the coordinator of the most anticipated social event of the year. There is also conversation revolving around having the winners of the talent show perform at this year's graduation ceremony.

### **ORCA Bus Pass**

We are pleased that action is being taken by the district office to discuss the current ORCA card, Metro's bus pass, provided to Seattle Community College students. If a student were in need of an ORCA card, they would purchase the pass from the cashier's office and then receive a subsidized card in the amount of \$200 -- the out of pocket expenses to the student would be \$125. The problem with this current plan is that the money on the card will run out roughly 2 weeks before the end of the quarter (if a student is a regular bus rider to and from school, Monday through Friday). This leaves most students in a situation in which they have to find either alternative means of transportation or will have to come up with more money during the most crucial time of the quarter -- final's week. We believe with district-wide purchasing power, we could receive a "better deal." At the University of Washington, for example, each student receives an ORCA card for \$100 at the cost to the student. That ORCA card will provide the UW student with unlimited bus rides and light rail services for the entire quarter. We believe that our students should be able to receive a similar opportunity. Transportation can impact student retention.

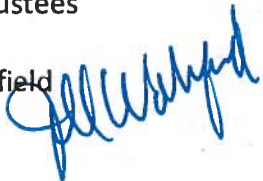
### **Community and Technical College Legislative Rally in Olympia - February 1**

As verbally reported on the February 7<sup>th</sup> Board meeting, the annual community and technical college Olympia Rally was a huge success. There were 450 students representing over 20 institutions in attendance with a wide range of guest speakers -- from running start students to legislators and Trustee members. Students spoke about their own personal struggles with rising tuition and gave encouraging advice on how to be affective advocates of Higher Education. NSCC President Mark Mitsui also spoke and lead a rally chant based on student stories: "We are the future, don't cut the solution." The energy was electric and inspiring. Monica Lundberg, South's United Student Advisor and CUSP state-wide Legislative Rally coordinator, did another outstanding job coordinating the event for a second year. This is an event that brings students together from across Washington State with one goal and one voice. This solidarity gives us all the feeling that we are not alone in the fight to protect Higher Education. South students also met personally with Representative Joe Fitzgibbon and Senator Hasegawa's aide.



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill A. Wakefield  
Chancellor 

**DATE:** March 14, 2013

**SUBJECT:** Chancellor's Report - Information Only

**Celebration for Tom Malone**

We are planning a stellar sendoff to our longtime trustee, and college and student advocate, Tom Malone on Wednesday, March 20, 4 – 6 pm. The event will be held at the NorthStar Dining Room at NSCC, where Tom had his first introduction to our colleges as a member of the Foundation Board. We will take a light-hearted look at Tom's life as a trustee for over 15 years and a glance into the future of this extraordinary member of our Board. We hope to see many members of the college community at this event.

**League for Innovation CEO/Trustee Retreat**

I attended the League's CEO/Trustee Retreat with Board Chair Jorge Carrasco Feb 27 – March 1. It was an excellent conference. The opportunity to talk with other presidents and board chairs was valuable. The agenda focused on completion, speakers included Martha Kanter, Under Secretary of U.S. Department of Education, and Terry O'Banion, President Emeritus and Senior League Fellow, League for Innovation.

**Community College Baccalaureate Association Conference (CCBA)**

I attended the 12<sup>th</sup> Annual Community College Baccalaureate Association International Conference on March 9 in Dallas, where I was presented with the CCBA Pioneer Award. The Pioneer Award is presented annually to an individual who has taken the lead in improving access to postsecondary education. The award's name recognizes that such leadership required the same bravery and tenacity exhibited by early settlers in the United States, Canada and in many other countries.

**College Bound**

On March 7, I spoke at a Scholarship Press Conference sponsored by the Mayor's Office, in support of expanded enrollment and support for College Bound students. More than 200 – 25% of eligible College Bound students in Seattle enrolled in our colleges last fall. The number of potential students is expected to double by 2015 for these students, who require support beyond tuition to succeed in college.

**SCCtv connects with libraries, colleges and the League for Innovation**

SCCtv/IRIS Education participated in the recent American Library Association Midwinter Conference held in Seattle, with information to help librarians across the country provide

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streaming media to their patrons. As a significant provider of streamed educational video, SCCtv/IRIS is well-situated as a solution for librarians and library systems.

The station is currently creating short video clips for North's Nanotechnology program website, focusing on assisting students as they navigate specific experiments, and also promoting aspects of the program. SCCtv continues to assist the Community Colleges of Spokane to improve their educational television broadcast technology. And it is working with the League for Innovation to upgrades to its servers, which are hosted and maintained by SCCtv.

#### **Legislative Update**

We are monitoring bills in the state legislature following the Feb. 22 first bill cutoff, and a State Board report of 32 bills of importance to community and technical colleges. While it's still very early in the process to assess the status on most of them, we are paying special attention to Legislation that may be affected by Sequestration. Bills supported in part, or dependent on federal support, may be at risk.

Of special interest to Seattle is Substitute Senate Bill 5774 in the Commerce & Labor Committee, which would allow wine tasting by students ages 18-20 in our wine production program at South, via a special permit. We are supporting this bill and submitted testimony in its support.

Trustee Albert Shen and Government Relations Director LaVerne Lamoureux took part in the legislative summit sponsored by the Association of Community College Trustees in Washington, DC. In addition to group meetings sponsored by the group, they met individually with Congressional offices requesting to acquire a decommissioned Coast Guard or NOAA vessel for the benefit of Seattle Central's Maritime program.

#### **Positioning and Branding Initiative**

The district-wide positioning and branding initiative is nearing a conclusion. Consultant Pyramid Communications is leading the final phase of meetings this month, and will present their findings at a study session at the April 15 Board meeting.

In addition to collaborating with Advancement on the Positioning and Branding initiative, and Tom Malone's celebration, the Public Information Office prepared materials to support the district-wide International outreach program, district-wide campus emergency alerts, and for the Early Acceptance letters sent by K-12 superintendents to high school students in the Puget Sound Region.



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Carin Weiss, Vice Chancellor *Carin Weiss*

**DATE:** March 14, 2013

**SUBJECT:** Vice Chancellor's Report – Information Only

### Colleges Hold Outreach Event for College Bound Scholarship Seniors

On Wednesday, March 6, college outreach events will be held at all three Seattle Community Colleges. Called Get Ready for College, the three-hour afternoon sessions target the 600 Seattle Public Schools students who signed up for the College Bound Scholarship when they were in middle school and are scheduled to graduate this spring. The sessions focus on next steps for accessing financial aid and how to enroll for fall quarter classes. The program will feature a student panel who will explain to the high school students how college is different from high school and how best to prepare for the transition.

### Faculty Development Update

Faculty Development teamed up with International Programs to provide several workshops outlining a variety of international teaching opportunities for full and part-time faculty. The presentations included information about externally funded programs such as Fulbright as well as district funded programs. Faculty Development also hosted numerous informational workshops explaining the curriculum grant application process in order to increase the number of faculty grant applications for the academic year. Lastly, Faculty Development has been working with the NSCC Diversity Advisory Committee, the NSCC Education Fund, and the AFT to cosponsor an event focused on racial inequity. On March 15, FD will cosponsor a workshop featuring Dr. Shatki Butler, a nationally known speaker on diversity and racial inequity.

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#### Washington District VI

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## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman 

**DATE:** March 14, 2013

**SUBJECT:** Vice Chancellor for Finance & Technology Report - Info. Only

### ENTERPRISE ACTIVE DIRECTORY

A cross-district team of technical staff led by Michael Lock & Sam Bayne are architecting a district wide Active Directory design. The goal of this project is to provide a simplified logon and common set of network services for users across the district. This group will evaluate our current environments, determine the desired outcomes, and develop an implementation plan.

### FINANCE & TECHNOLOGY DISTRICT TRAINING OPPORTUNITIES

The Office of Finance & Technology completed its first round of series of 1 hour, monthly trainings to keep SCCD employees informed on current resources available through the Siegal Service Center and topics related to everyday applications our employees encounter. These trainings, organized by Heather Emlund, will continue throughout 2013 and SCCD employees will continue to benefit from these monthly campus visitations.

### CTCLINK UPDATE

A contract between SBCTC, Ciber, and Oracle was signed in January. Currently, SBCTC is asking for Subject Matter Experts from all colleges to begin the "test driving" and configuration of the new system, aka Global Design, to be completed summer 2013. FirstLink colleges, Spokane and Tacoma, are scheduled to be fully migrated by August 2014. The remaining 32 colleges will in migrated in waves of 8 colleges per year. Project is scheduled to be complete in 2017.

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**TO:** Board of Trustees  
**FROM:** Mark Mitsui, President  
**DATE:** March 14, 2013  
**SUBJECT:** President's Report – Information Only

**Strategic Plan Objectives, Indicators and Benchmarks Finalized**

After an extensive review period throughout October and November during which the campus community was invited to comment on the objectives, indicators, and benchmarks in our strategic plan, the Executive Team finalized the plan in late January. In doing so, the leadership team reduced the number of objectives—from 12 to three—and made them more outcomes-oriented rather than process-oriented. Articulating only three objectives—one objective for each of three core themes—was done to simplify the plan and focus the campus' collective attention on priority objectives that were as easy to remember and inspire to action as are our mission statement and our core themes. While reducing the number of objectives, the college retained the same number of indicators (36), with modifications as needed to align with the revised objectives. Benchmarks were set for each indicator. These are targeted performance levels to reach by Spring 2016, the final year of the current accreditation cycle, and the year in which the college will report its progress in its Year Seven accreditation report. The budgeting process has been closely tied to the strategic plan. Budget requests must demonstrate how they will help achieve the benchmarks in the plan, and will be evaluated on that criterion.

**Advancing Student Success**

***North one of three in the nation to receive \$50,000 "Models of Success" grant***

The Grants, Contracts and Customized Training Office and the Office of Diversity and Retention are excited to announce that North was recently awarded a "Models of Success" grant through the University of Pennsylvania's Graduate School of Education. North will participate in a year-long phase of a multi-year study that examines and highlights Minority Serving Institutions which are implementing best practices in working with minority students. Along with participation in the study, North will receive \$50,000 to expand the NorthStar Navigators program, a peer-to-peer mentoring model; for this project, North will specifically focus on serving its Asian American/Pacific Islander population. North was one of only three recipients in the country to be selected for this study, and one of twelve institutions involved across the length of the project.

***Engineering Mentoring Night provides students opportunity to meet industry professionals***

This free event, held on March 6 and hosted by North's Engineering Club and co-sponsored by the Puget Sound Engineering Council as part of their annual Engineering Mentor Nights at local colleges, provided the opportunity for students to meet professionals from a wide spectrum of industries, companies, practices and specialties within the engineering field. Students were able to learn more about the interdisciplinary and multi-industry relationships between engineers, scientists, research institutions and business from an engineering perspective.

***Commit to Complete Student Success Fair – February 21***

A variety of resources, information and services were available to students at the Commit to Complete Student Success Fair on February 21. Students learned about options available for paying tuition, completing the FAFSA, applying for scholarships, and receiving basic needs assistance. Students also received help in course selection, study skills, final exam preparation and more.

### ***Get Ready for College Event – March 6***

The Seattle Community Colleges, Seattle Public Schools, College Success Foundation, and the Seattle College Access Network (SCAN) have teamed up to create an event to provide College Bound scholarship seniors with information and resources they need to access the scholarship and transition to college next fall.

Each of our campuses: North, South and Central are inviting College Bound students in our catchment areas to the Get Ready for College Event hosted at each college on March 6 from 1:30-4:30 p.m. Bus transportation will be provided from schools to a Seattle Community College.

### ***Spring Enrollment Advertising Campaign underway***

In January, the Public Information Office sponsored an ad contest for a spring advertising campaign to elicit ideas for advertising on billboards and Metro buses in the Seattle area. The winning idea – “Success suits you, come try it on” – came from student **Lyndsey Northrop**. In February, her copy idea was transformed by North’s graphic designer Deb Hobson into a design used on 20 billboards located primarily in North’s service area, a month-long bus campaign (exterior and interior ads), online advertising with KING5.com and the Seattlapi.com, Facebook ads and a direct mail piece. A two-week run on KUOW Public Radio supported the campaign with supporting messages. At “press time” print ads are also under consideration to complete the spring enrollment campaign.

### ***Update from the Education Fund – annual fundraising dinner and new spring scholarships***

Planning is underway for the Education Fund’s 11<sup>th</sup> Annual Fundraising dinner, scheduled for April 20. Proceeds support scholarships, emergency assistance and other programs that increase completions and student success. This year we are on track to award over \$150,000 in emergency assistance. When emergencies arrive in our student’s lives, few have a safety net to fall back on and they are forced to drop out of college – emergency assistance keeps them in school. This is North’s only fund raising event, and we hope all of you will be there.

We are offering a new scholarship for spring quarter. Students who have consistently been taking five credits a quarter have been offered a scholarship to get them closer to completing their degree by paying for five credits, if they take 10 credits in spring quarter. Many students had to decline this scholarship, as balancing work, family and five credits is all they can manage. We are continuing to offer scholarships for Worker Retraining students, students moving from ESL to their first English class, students unable to pay for their last 15 credits before earning a degree or certificate, scholarships for high school students, and the standard Ed Fund scholarships which pay for three quarters at North. We have created two additional scholarships to be offered for the 2013-14 school year. One is named after Phyllis Gutierrez Kenny in partnership with the Latino/a Educational Achievement Project (LEAP) for undocumented student leaders. We will also be offering a two-year scholarship to North for any high school graduate from the North end of Seattle who graduates in the top five percent of their high school class.

## **Excelling in Teaching and Learning**

### ***Technology Building Update***

Steel columns have erupted through the roof plaza. The second floor steel columns are on site and during the first week of March a very large mobile crane with a 300-foot boom will begin the erection process for the steel skeleton. The crane will be on site for about one month. The \$24 million project is now 30 percent complete. As of the January payment only \$10,700 or 0.072 percent in change orders has occurred.

North had three live TV cameras installed overlooking the site, so everyone could see the project activity from their desktop or home. To access the cameras from your computer: go to **Firefox** symbol, on your desktop and click; then click on **Our Community** (on the NSCC Web page); click on **New Construction**; scan down in New Construction until you see **pictures**; click on any picture (each is a live camera) camera 1, 2 and 3 in order. To

change cameras go to banner on top that displays: [axis-cam1.northseattle.edu](http://axis-cam1.northseattle.edu) (this is camera 1). For cameras 2 and 3, change the number after **cam** to 2 or 3. Camera 1 is located on Instruction Building roof southeast corner facing southeast. Camera 2 is located center of College Center Building facing east. Camera 3 is located on OCE&E southwest tower facing north.

#### ***President of Engineering Club awarded Community College Internship with Department of Energy***

The president of the engineering club and an NSCC engineering student, **Phillippe Phanivong**, was awarded a Community College Internship with the Department of Energy. He'll be working with electrical engineers at the Pacific Northwest National Laboratory performing research in electric grid technologies for 10 weeks this summer. Faculty member Dennis Shaffer recommended him for the internship. The CCI program is sponsored and managed by the DOE Office of Science's Office of Workforce Development for Teachers and Scientists (WDTS) in collaboration with the DOE laboratories.

#### ***New Hires/Transitions in February***

In February, North welcomed **Collin Tong** as part-time Public Relations Specialist. Collin will be working with the Public Information Office in supporting media relations efforts and with the President's Office in community engagement and Opportunity Council initiatives and communications. Collin has award-winning experience as a freelance journalist, staff reporter, and op-ed guest columnist and 24 years in strategic communications.

### **Building Community**

#### ***Diversity Training of Facilitators – Cadre 2***

Diversity Training of Facilitators (TOF) was updated from fall to winter to allow for greater participation in the three-day Cadre 2 cohort held February 23 and 24 and March 1. According to fall quarter participants, Cadre 1 was a great success. "Participating in the diversity trainings with Ginlin Woo and her co-facilitators has been the best training experience I have had at NSCC," said one participant. "I now see the folks I went through the training with as my cohort and support system in doing the challenging work of growing and changing to better serve our diverse students. I can't think of a better way to work towards our big goals of building community and supporting student learning and success." The TOF training includes opportunities for advancing student success, diversity awareness facilitation, building strong cross-cultural relationships, and the promotion of opportunities for respectful dialogue and collaborative problem-solving across North's community.

#### ***STARS "That was Then, This is Now" Potluck brings out the kid in everyone – February 28***

Staff shared food, conversation and a hilarious "travel through the way back machine" at the STARS potluck on February 28. Staff were invited to send baby photos (under age 5) and join in for a fun "then and now" matching game

#### ***Subjects of Our Fascination – an Open Studio class exhibition on display through end of March***

For six years, Susan Pope has been gathering students together to paint and develop their unique point of view in her Continuing Education Open Studio class. The class has their 2<sup>nd</sup> annual art exhibit on display on the third floor of the NSCC Library. "Each artist has a rich history behind their work," says Sue. With over 40 pieces, this showcase features "landscapes, abstract expressionism, portraits, watercolor and other varieties of fascination." For the Brig Studio Artists, as they've come to call themselves, Open Studio is all about camaraderie. Anne Strandoo, a watercolor artist, shares that "the camaraderie with the other artists is terrific. Working, laughing and talking with the talented, warm, supportive, knowledgeable group of people that form the Brig Studio Artists is definitely the highlight of my week."



## MEMORANDUM

TO: Board of Trustees

FROM: Paul T. Killpatrick  
President

DATE: March 14, 2013

SUBJECT: President's Report – Information Only

### FACULTY & STAFF NEWS

**Judi Sorensen**, Administrative Assistant of Instruction, has retired after 42 years of service to the college. Instead of replacing her position, the division has been restructured and **Crystina Mai Mostad** has become the Executive Assistant for both Instruction and Student Services. She will supervise a full-time Program Assistant to help with these additional duties.

### STUDENT NEWS

**Justin Schmauser**, second year Commercial Photography student, is a featured photographer on the MAC-on-Campus website with his architectural and abstract photos. He is also doing a service-learning project for the Seattle Public Library by shooting architectural photographs of all the branches.

### CAMPUS EVENTS

The 5<sup>th</sup> Annual **Science Olympiad** at Seattle Central was held on March 2<sup>nd</sup>. Around 400 students spent the day on campus working on science and math projects. The event was organized by Wendy Rockhill, Science and Mathematics Dean.

The Seattle Central website now displays a **Master Events Calendar** with listings of upcoming events that are of interest to the campus community. The master calendar will also improve communication between divisions to avoid scheduling conflicts. The public is able to view the site so the calendar additionally serves as an ongoing opportunity to showcase the diversity of activities on campus.

### PROGRAM UPDATES

Federal Loans will be available to Seattle Central students by this fall. The Financial Aid Office has several excellent candidates who have applied for a new Financial Aid position to counsel and administer this new program.

Seattle Central is collaborating with the University of Washington through a National Institute of Health (NIH) funded program called **Building Bridges to Bioengineering (B3)**. The program provides opportunities for Central students to do research at the UW by participating in ongoing research projects. They also participate in training sessions which teaches critical thinking skills. The B3 research projects focus on how bioengineering and biotechnology can be used to solve global health problems. The program has a strong commitment to undergraduate education with a mission to increase diversity in the field of engineering.

The **CANVAS** software program transition has gone smoothly at Central and SVI. Stephanie Delaney, Associate Dean for Distance Education and e-Learning, reports over a 200 percent increase in users to the Learning Management System. Canvas is very versatile and is being used for student-team projects, class assignments, group calendars, class e-mail messaging and instructor grading. Mickey Richardson, Multimedia Specialist at Central, oversaw the transition for Central, South and SVI.

Using the national Canvas Network, Central started offering a **US History MOOC** (Massive Open Online Class) and over 600 people are enrolled. It is modeled after a self-paced correspondence course and taught by Nate Weston. Central is one of only two community colleges to offer MOOCs on the Canvas Network. Central plans to offer another US History class during spring quarter.

The **Business IT program** will launch its first-ever CBO I-BEST model this spring with 'Office Works.' This program (targeted to underemployed and unemployed adults) will offer, over spring and summer quarters, the Office Assistant certificate in an I-BEST model using Central faculty and courses with partners from Seattle Jobs Initiative and the YWCA. Classes will be held at the Y, and the CBOs will also assist in transitioning graduates into the work force or into classes at the college.

The **School of Apparel Design & Development** has developed two new partnerships, one is an internship partnership with Patagonia in Ventura, CA; and the other is with the Washington Theatre Trust, with whom Central will offer self-support specialty classes in summer 2013.

#### **Capital Projects Update:**

The first floor of the main building is undergoing a major renovation as about 9,000 square feet is being transformed to hold the **International Education Programs**. This area formerly housed Childcare and some classrooms. The target completion date is mid-June.

Once International Programs transitions to their new space, the college will repurpose the South Annex to house programs that need more space. The building is located on the corner of Broadway and Pine, across from the main campus buildings.

The college continues to explore options with the city of Seattle and Sound Transit to acquire approximately 10,000 square feet of land adjacent to the North Plaza parking lot on Broadway. Once the Transit Center is completed, this land will be available for purchase—but this is a long process that will take at least 18-months.

## **Seattle Vocational Institute**

In 2012, the Washington State Apprenticeship and Training Council (WSATC) and Washington State Labor & Industries recently began a process to give official recognition to pre-apprenticeship programs. Unlike the Medical Assistant program accredited by the Commission on Accreditation of Allied Health Education Programs upon the recommendation of the Medical Assisting Education Review Board (MAERB) and the Dental Assistant program accredited by the American Dental Association (ADA), the success of college programs in the Construction Trades have been more difficult to measure.

When Diane Davies, PACT Program Coordinator, submitted an application for SVI's Pre-Apprenticeship Construction Trades (PACT) program last fall she was hoping the PACT program would become one of the programs recognized through this process. At the last WSATC meeting, PACT became a "State Recognized Pre-Apprenticeship program". In introducing PACT's application, Jody Robbins with L&I, stated that "seldom do they see programs as strong as PACT". SVI's application was approved unanimously.

SOUTH SEATTLE COMMUNITY COLLEGE

Office of the President

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: March 14<sup>th</sup>, 2013

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**All Washington Academic Team**

Recently, two members of South's student body were recognized on the All-Washington Academic Team: David Diltz and Duyen Le. Diltz and Le were recognized for their academic achievement, leadership, and community service and were awarded with a \$750 scholarship from Key Bank and the National Education Loan Associates. They will join other students from Washington's community colleges and technical schools.

**New Day NW**

What's that smell? On a recent appearance on King-5's New Day Northwest, South's Wine Program Coordinator Regina Daigneault tested host Margaret Larson's sense of smell during a segment that featured the school's Wine Academy. In addition to including a preview of her Sensory Evaluation Class, Daigneault also gave an overview of the program. Academy graduate Steve Wells also appeared, who is a member of the Microsoft Alumni Network, and shared his experience with the program, which led to work at several wineries and a novel, "Killer Cuvee," which takes place at a winery in Walla Walla.

**Gifts from the Earth**

In the ten-year history of the fundraiser, Gifts from the Earth, on Saturday January 26<sup>th</sup>, set a new record by collecting \$188,000. The annual event helps subsidize the school's foundation, which funds student scholarships, tutoring, equipment and much more. In addition to silent and live auctions, the sold-out crowd enjoyed a multi-course meal prepared by an all-star line-up of chefs from across the city, including some graduates from South's Culinary Program and the Space Needle's Jeff Maxfield. Current students enrolled in the program worked side-by-side with the professionals while students from the Wine Program served wine from the Northwest Wine Academy. Additionally, students from the Hospitality Program worked behind-the-scenes managing the event.

### **Japanese Day of Remembrance**

On February 19th, South hosted a series of events dedicated to the Japanese Day of Remembrance. This historic day marked the 71<sup>st</sup> Anniversary of a dark day in American history when President Franklin D. Roosevelt signed Executive Order 9066. The order forced on evacuation and incarceration of 120,000 United States citizens living on the west coast of Japanese ancestry. The library featured a photographic collection, courtesy of the National Archive, that depicts life in the internment camps during World War II. Additionally, the theatrical company *Living Voices* performed “**Within the Silence**” that gives a first-hand account of a Seattle family forced into an incarceration camp in Idaho during World War II. The star of the performance, Narea Kang, participated in a “Q &A” session after the show. From there, spectators visited the Art Gallery’s exhibit “Meet Me at Higo.”

### **Washington State Certified Sustainable Landscape Professional**

The very first Washington State Certified Sustainable Landscape Professional training and exam took place at South March 7 - 9. The Washington State Nursery & Landscape Association and the Washington Association of Landscape Professionals in partnership with Seattle Public Utilities have developed this program. South's horticulture instructors, Lisa Port and Van Bobbitt, were on the committee of professional horticulturists from the region who have been developing the certification program for over a year.

### **13<sup>th</sup>-Year in Olympia**

For the second time in the last three months, representatives from South Seattle Community College spoke to elected officials about the success of the 13<sup>th</sup>-Year Promise Scholarship. Most recently, President Gary Oertli, Vice President for College Advancement Elizabeth Pluhta and scholar-recipient Michelle Batista spoke at a hearing in Olympia before the House Higher Education Committee. According to President Oertli, the hallmark of the scholarship’s success comes from the academic support the scholars receive once they arrive on campus. From regular academic support, to monthly workshops 13<sup>th</sup>-Year Students are giving an opportunity not only for an education, but also an opportunity to succeed.

### **College Night**

On Wednesday March 6<sup>th</sup> South opened the doors of its campus to all comers (current students, prospective students, parents, etc.) for the annual open house known as “College Night.” The free event, held in the Brockey Center, allows members of our community to discover the resources and services South has to offer. For some, this night is the beginning of a new career-path, while for current students it is an affirmation that South was the right educational choice for them.

### **Students Rally in Olympia**

On February 1<sup>st</sup>, a collection of over 400 students from Washington’s Community and Technical Colleges, including a large contingent of South students, descended on the State Capital to show their support for the schools they represented. As the Legislature crunches state-budget numbers, students rallied around their message: “We are the future, don’t cut the future!” The 2013 Community Student Legislative Rally organized the event at the Capitol Rotunda to bring attention to rising costs of tuition, programs, class selections and textbook prices.



### **Behind Bars**

South's faculty librarian Shireen Deboo and a few colleagues from Tacoma Community College brought new meaning to the school's outreach. Each of them donated four hours of classroom instruction at the Washington Corrections Center for Women in Gig Harbor. The workshop sessions were developed as part of a series of college-prep offerings through the Freedom Education Project of Puget Sound a newly formed organization that is working on the creation of an accredited degree-granting program at the prison. The librarians focused on universal information literacy learning outcomes for the students. These included distinguishing between various information sources, developing familiarity with primary sources, understanding how academic journal articles are organized and published, and formulating a successful research question.

### **Strategic Planning - Accreditation Meeting**

On Monday February 4<sup>th</sup>, members of both staff and faculty met to discuss strategies and actions at the department and college levels to the Mission through attainment of the College's Core Themes and Objectives. The four themes related to the College Mission are:

- Student Achievement
- Teaching and Learning
- Campus Culture and Climate
- Community Engagement and Partnerships

Each unit on campus will develop a plan with Strategies and Actions related to the College's Core Themes. The Institutional Effectiveness (IE) Committee now has a website located on SouthNet. Staff and faculty are encouraged to send suggestions and ideas as to Strategic Planning to be reviewed by the IE Committee and forwarded to the President's Cabinet.

### **New Staff**

On Monday February 18th, Duncan Burgess was approved as the Dean of Multi-Trades, Business and Information Technology. Burgess has been a member of South's faculty since 1997, most recently serving as the interim dean of the department.



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March 14, 2013

Dear Trustees,

First of all, I would like to welcome Carmen Gayton, Courtney Gregoire, and Steven Hill as our newest trustees. I look forward to getting to know you and helping you become familiar with the perspective and values of AFT Seattle and the working life of the faculty here in the SCCD.

AFT Seattle is engaged in our daily efforts to support faculty so that they are best positioned to support student success. We do this through problem solving, providing information, building collegiality and professional development. At the same time, we are working toward more strategic relationships with community partners, based on our understanding that we will be more effective at fulfilling the District's mission through mutually supportive relationships with our communities. We are engaging our legislators, both on behalf of legislative priorities of AFT Washington as well as in support of better funding for higher education in general, immigration reform, and protecting the safety net.

We recently passed two resolutions, one in support of the Garfield High School teachers' refusal to administer the MAP test and another in support of gun control and calling for community and campus forums focused on promoting peaceful, safe and secure learning environments for our students and workplaces for employees.

As you're well aware, we're also making progress, albeit slow, toward the conclusion of negotiations. AFT Seattle is committed to achieving a contract that provides the conditions that allow faculty to create a learning environment in which students, in all their complexity, thrive and achieve their educational, career and personal goals; our theme for these negotiations, "*Faculty working conditions ARE student learning conditions*," reflects this goal. I would like to take this opportunity to make explicit the relationship between faculty working conditions and student learning conditions, as well as how several of our proposals support our assertion.

A major priority in this negotiations has been workload equity. The fact that teachers who teach English to Spanish speakers (ESL) work more hours for the same pay as teachers who speak Spanish to English speakers is simply unjust. This issue has come up in negotiations over the last twenty years; in 2007, a joint task force was created to study the problem and look for solutions. The recommendations of the task force have not been acted upon, leading AFT Seattle to seek progress through negotiations. Although we have whittled our proposal down to a small incremental change, the District has rejected it and offered, instead, to take more time looking for a solution. At some point, action is necessary. The faculty of the SCCD believe that point has arrived.

While justice is reason enough to make the needed change, it is clear that this working condition has a negative impact on students. Students in ESL and Adult Basic Education need their teachers' attention outside of class, but because the workload is so high, teachers have less time to give. The irony is not lost on faculty that this population of students is the focus of a variety of grant funded programs (e.g. I-DEA) which provide more intensive instruction and/or contact with faculty and yet, the existing system does just the opposite.

Progress on workload equity would benefit students who come to our colleges needing more support by creating more reasonable working conditions for their faculty.

AFT Seattle has agreed to a number of the District's proposals that increase the rigor of faculty evaluation and increase "occasions for discipline." This reflects our high standards for performance and expectations of professionalism which contribute to student success and excellence.

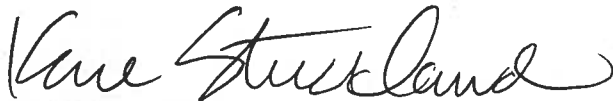
While the District has made increasing online class sizes a high priority, AFT Seattle has held firm and has considered a modest increase (contingent on other proposals.) Our position is rooted in the evidence showing that students in larger online classes are more likely to drop out or do more poorly compared with face to face, hybrid or smaller online classes. Additionally, a recent study (Community College Research Center, "Adaptability to Online Learning: Differences Across Types of Students and Academic Subject Areas," Di Xu & Shanna Smith Jaggars) analyzing the progress of 40,000 students in Washington State suggests that students of color, young students and students with less previous academic success experience lower success rates in online classes. The pressure to raise class caps is one of a number of trends that ignore the challenges posed by online learning. To teach online classes effectively requires a significant time investment and quality easily becomes sacrificed for quantity. We believe our students deserve quality, and that quality is best maintained when faculty have a reasonable workload.

One final example of the relationship between faculty working conditions and student learning conditions is related to job security for part-time faculty. Roughly 70% of our faculty are part-time, most of whom have no guarantee of work from quarter to quarter. We have sought contract language that provides more teaching and other opportunity for our part-time faculty and we have protected against District proposals which would decrease job security. Students benefit when their faculty are involved in their departments and the college community at large, when their faculty have adequate notice of teaching assignments for thorough preparation, and when their faculty have the opportunity for professional growth.

As an advocate for working people, I believe that great working conditions are a worthwhile goal in their own right; they become even more compelling when we consider their impact on students. Our faculty deserve the opportunity for satisfying and rewarding work, and our students deserve faculty who are valued, supported and respected by the District.

As we continue towards resolution of these contract negotiations through mediation, I ask that you remain mindful of the impact of the day to day working conditions of faculty on student success: *Faculty working conditions ARE student learning conditions.*

Sincerely,

A handwritten signature in black ink, reading "Karen Strickland". The signature is fluid and cursive, with the first name "Karen" and last name "Strickland" clearly legible.

Karen Strickland  
AFT Seattle President



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## **AFT SEATTLE RESOLUTION SUPPORTING GARFIELD HIGH SCHOOL TEACHERS IN DEFENDING AGAINST THE USE OF MEANINGLESS STANDARDIZED TESTS IN EDUCATION**

January 22, 2013

**WHEREAS**, the teachers at Garfield High School have spoken with a unified voice against the use of the MAP standardized test, and are refusing to administer it; and teachers from numerous other schools in the Seattle School District publicly stand by their Garfield High School colleagues; and

**WHEREAS**, their refusal to administer the MAP test has drawn national attention; and former US Assistant Secretary of Education Diane Ravitch, education author Jonathan Kozol, and scholar Noam Chomsky have signed a letter supporting the Garfield teachers; and

**WHEREAS**, in this letter, these respected individuals call such testing "overused and overrated"; and further that "no student's intellectual process can be reduced to a single number"; and

**WHEREAS**, the Garfield teachers report that standardized testing negatively impacts their ability to teach and the students' opportunity to learn by consuming valuable teaching time; monopolizing computer lab time; and distracting them from teacher-driven, constructive learning activities; and

**WHEREAS**, the results of this standardized test are being used to measure teacher effectiveness, in spite of the evidence that many other factors impact test scores; and as well as being used to measure student learning, in spite of evidence to the contrary; and

**WHEREAS**, Seattle School District purchased the MAP test for \$2 million, even though the former Superintendent was a member of the board of the corporation from which they bought it; and,

**WHEREAS**, the use of standardized curricula, and standardized testing, is becoming a trend in higher education; and such standardization also reduces student learning to abstract numbers; reduces diversity in curriculum; and requires the troublesome business relationship to corporations selling products and services to educational institutions; and

**WHEREAS,** we have already seen such meaningless quantification occur on our campuses, and increasing demand for "*evidence of student learning*," and an overemphasis on the reduction of the educational process into data; and higher education faces ongoing pressures to standardize curricula and economize learning;

**THEREFORE, BE IT RESOLVED THAT,** AFT Seattle, Local 1789, convey to Garfield High School teachers, the Seattle Education Association and the Washington Education Association our admiration and gratitude for taking a strong and unified stand on behalf of students and teachers;

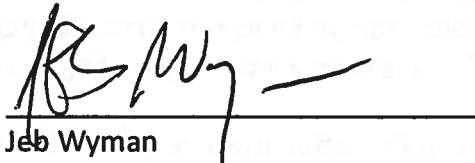
**AND BE IT FURTHER RESOLVED THAT,** AFT Seattle inform other AFT Washington locals of its support of Garfield High School teachers and request they take similar positions of support and communicate them to the Education Association affiliates in their locale;

**AND BE IT FURTHER RESOLVED THAT** AFT Seattle submit this resolution to AFT Washington for consideration at the 2013 Convention;

**AND BE IT FINALLY RESOLVED THAT** AFT Seattle, Local 1789 communicate support of Garfield High School teachers to local media, the Seattle School Board, the Office of the Superintendent of Public Instruction, the 37<sup>th</sup> District State Legislators, the House Education Committee and the Senate Early Learning and K-12 Education committee members and Mayor Mike McGinn.



Karen Strickland  
AFT Seattle President



Jeb Wyman  
AFT Seattle Communications Chair



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**AFT Seattle - Resolution on Promoting Non-violence at  
Schools and College Campuses  
January 22, 2013**

**Whereas** the horrifying shooting rampage at Sandy Hook Elementary School in December 2012 is yet one more example of the devastating and preventable loss of life that has occurred at schools and colleges in the United States; and

**Whereas** TIAA-CREF, which holds the retirement accounts of most community college faculty currently holds investments in weapons companies; and

**Whereas** the threat of violence on community college campuses creates an atmosphere of fear and unease, disrupting the learning process which thrives when students, teachers and staff are able to focus on learning in a relaxed, positive and inspiring setting; and

**Whereas** gun control legislation at both the state and national level will surely help to reduce the risk of violence on our college campuses; and

**Whereas** access to timely and effective mental health intervention and treatment will improve the quality of life for those in need, including the students and employees of Seattle Community Colleges, and help to reduce the risk of violence on our college campuses; and

**Whereas** the opportunity to examine, analyze and implement strategies for creating safe, nurturing and peaceful campuses is necessary to ensuring the kind of safe and peaceful campuses on which our students can thrive; and

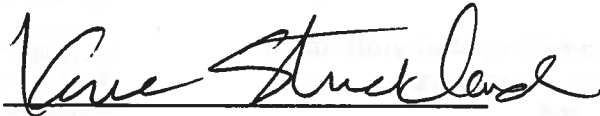
**Whereas** AFT Seattle has committed itself to engaging with our community partners for the betterment of our students, employees, colleges and communities; therefore be it

**Resolved** that AFT Seattle investigate the best strategies for urging TIAA-CREF to divest from weapons related companies; and be it further

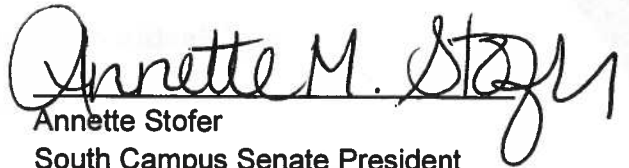
**Resolved** that AFT Seattle convey support for gun control legislation to our state legislators and congressional delegation; and be it further

**Resolved** that AFT Seattle host forums on each of our campuses, engaging representatives from community organizations with a shared interest in promoting safe, nurturing and peaceful campuses; and be it finally

**Resolved** that AFT Seattle encourage other locals of AFT Washington to similarly support safe and peaceful schools and campuses throughout Washington State.



Karen Strickland  
AFT Seattle President



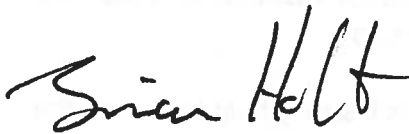
Annette Stofer  
South Campus Senate President



Dave Eberhardt  
President for Part-Time



Kimberly McRae  
Central Campus Senate President



Brian Holt  
North Campus Senate President