



**SEATTLE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES  
May 9, 2013**

Seattle  
**CENTRAL**  
Community  
College

**STUDY SESSION** 2:00 p.m.  
Seattle Community College District Office  
1500 Harvard Avenue  
Seattle, WA 98122

Boardroom

**NORTH**  
Seattle  
Community  
College

**REGULAR SESSION** 3:00 p.m.  
Seattle Community College District Office  
1500 Harvard Avenue  
Seattle, WA 98122

Boardroom

**SOUTH**  
Seattle  
Community  
College

**SVI** Seattle  
Vocational  
Institute

**STUDY SESSION AGENDA**

**2:00 p.m. CALL EXECUTIVE SESSION**

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

**2:30 p.m. BRAND MESSAGE AND POSITIONING STATEMENTS**

Georgetown  
Campus

NewHolly  
Learning  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

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

**REGULAR SESSION AGENDA**

- 3:00 p.m. CALL TO ORDER**
- 3:05 p.m. ROLL CALL**
- 3:10 p.m. INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN**
- 3:15 p.m. APPROVAL OF AGENDA | ACTION** **Tab 1**
- 3:15 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.
- 3:30 p.m. RECOGNITION OF SCCD ALL WASHINGTON ACADEMIC TEAM**  
North Seattle: *Heike Rodrigues; Richard Lee*  
Seattle Central: *Theodore Hilton; Michelle Prieditis*  
South Seattle: *David Diltz; Duyen Le*
- 3:40 p.m. PRESENTATION**  
“Student Financial Aid Refund Disbursement Survey Results and Next Steps”  
*Presenters: Najwa Alsheikh, Tysen Hillquist, Keryelba Ortiz, District Staff*
- 4:00 p.m. RECOMMENDED BOARD ACTIONS | ACTION**
- A. Approval of April 15, 2013 Meeting Minutes **Tab 2**
- B. Emeritus Status Recognition **Tab 3**
- C. Nominations of 2013-2014 Board of Trustees Officers **Tab 4**
- D. FY2013-14 Fee Updates **Tab 5**
- E. Changes to WAC 132F-108-050 & 132F-121  
– Second Reading & Final Action **Tab 6**
- 4:05 p.m. INFORMATIONAL ITEMS**
- A. Enrollment Report **Tab 7**

- B. District-wide Workforce Diversity Report Tab 8
- C. Quarterly Financial Reports for Period Ending March 31, 2013 Tab 9
  - Financial Summary
  - District & College Financial Reports
  - Active Grants Financial Report
  - Major Capital Projects Financial Report
- D. Student Success Report Tab 10
- E. Legislative Update

**4:30 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

**4:50 p.m. ADJOURNMENT**

*The next meeting of the Board of Trustees will be held on Thursday, June 13, 2013 at South Seattle Community College, 6000 16<sup>th</sup> Avenue SW, Seattle, WA 98106. 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 Monday, April 15, 2013 at  
North Seattle Community College, 9600 College Way North, Seattle, WA 98103

Seattle  
**CENTRAL**  
Community  
College

**NORTH**  
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**SOUTH**  
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Campus

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Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

**PRESENT FOR REGULAR SESSION HELD AT 3:05 P.M.**

- |                                      |  |
|--------------------------------------|--|
| <b>Trustees</b>                      | <p>Mr. Jorge Carrasco<br/>Mr. Steve Hill<br/>Ms. Carmen Gayton<br/>Ms. Courtney Gregoire<br/>Mr. Albert Shen</p>       |
| <b>Chancellor</b>                    | <p>Dr. Jill Wakefield</p>  |
| <b>Presidents/Vice Chancellors</b>   | <p>Mr. Mark Mitsui, NSCC<br/>Dr. Paul Killpatrick, SCCC<br/>Mr. Gary Oertli, SSSC</p>                                  |
| <b>Vice Chancellors</b>              | <p>Dr. Carin Weiss<br/>Mr. Michael Pham for Kurt Buttleman</p>   |
| <b>Chief Human Resources Officer</b> | <p>Mr. Charles Sims</p>  |
| <b>Advisory Representatives</b>      | <p>Mr. Al Griswold, SVI<br/>Mr. Derek Edwards, AAG<br/>Ms. Karen Strickland, AFT 1789<br/>Mr. Rodolfo Franco, WFSE</p> |
|                                      | <p>Ms. Hillery Jorgenson, NSCC Student<br/>Ms. Najwa Alsheikh, SCCC Student<br/>Mr. Tysen Hillquist, SSSC Student</p>  |
| <b>Secretary</b>                     | <p>Ms. Harrietta Hanson</p>  |

**CALL TO ORDER**

Board Chair, Mr. Jorge Carrasco, called the meeting to order at 3:05 p.m.

**ROLL CALL**

The secretary, Harrietta Hanson, called the roll.

**INTRODUCTION OF VISITORS**

Mr. Carrasco welcomed the visitors. Visitors introduced themselves. They included:

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

Greg Lonergan, Jack Bautsch, Aryana Bates, LaVerne Lamoureux, Toni Bajado, Orestes P. Monterey, April Jensen, Evelyn Yenson, Larry Reid, Sebastian Myrick, Patricia Paquette, Marci Myer, Tracy Furutani.

#### APPROVAL OF APRIL 15, 2013 AGENDA

Mr. Carrasco asked for a motion to approve the April 15, 2013 Agenda. **Ms. Gregoire moved, 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.

Mr. Tracy Furutani addressed the Board regarding contract negotiations between Seattle Community Colleges and AFT Seattle.

Ms. Aryana Bates commented on House Bill 1348 that allows local bargaining of faculty salary dollars.

Mr. Carrasco responded to Mr. Furutani's comment and stated that the Board receives regular updates on the status of negotiations, and has been supportive of the process and encourages the staff to reach conclusion.

Dr. Wakefield thanked Mr. Furutani for his comment, and said that it has always been the goal to reach resolution as soon as possible.

#### PRESENTATION

##### *"Accreditation: Role of the Board in Governance"*

Dr. Wakefield introduced President Mark Mitsui of North Seattle Community College (NSCC). Mr. Mitsui reported that NSCC's Accreditation Evaluation is scheduled for next week. The new evaluation system introduced a few years ago specifies First, Third and comprehensive Seventh year visits, and NSCC is on its third year of the process. He introduced Drs. Jack Bautsch and Mary Ellen O'Keeffe who are instrumental in leading the Accreditation effort. Mr. Mitsui said that the college's mission statement and core themes, approved by the Board in February 2011, closely align with the Seattle Community Colleges' Strategic Plan. He described the information presented in Standard Two, especially Governance, which would be the focus of the Board's meeting with the Accreditation Evaluation Team on Monday, April 22.

#### APPROVAL OF MARCH 14, 2013 MEETING MINUTES

Mr. Carrasco asked for a motion to approve the March 14, 2013 meeting minutes. **Mr. Hill so moved and Mr. Shen seconded the motion. Motion was passed unanimously (5-0).**

APPROVAL OF MARCH 22, 2013 SPECIAL MEETING MINUTES

**Ms. Gregoire moved to approve the March 22, 2013 special meeting minutes and Mr. Shen seconded the motion. Motion was passed unanimously (5-0).**

CREDIT HOUR POLICY – SECOND READ AND APPROVAL

Mr. Carrasco asked for a motion to adopt new Policy 522 – Credit Hour. **Ms. Gregoire so moved and Ms. Gayton seconded the motion. Motion was passed unanimously (5-0).**

POLICY 630 – TRAVEL – SECOND READ AND APPROVAL

It is recommended that the Board adopt changes to Policy 630 – Travel. **Mr. Hill so moved and Ms. Gregoire seconded the motion. Motion was passed unanimously (5-0).**

INFORMATIONAL ITEMS

## A. Board Priorities

As a result of the Board Retreat in March, the following priorities were adopted by the Board for 2013-2014:

1. Build Relationship with the Seattle Public Schools
2. Support the Next Wave of Education Leading the District into a Bold Future in Workforce Education and Technology
3. Explore Alternative Funding

## B. District Foundation Report

Mr. Shen, who represents the Board serving on the District Foundation Board, reported on the various events/activities hosted by the Colleges' Foundations. He welcomed other trustees' feedback and suggestions for alternate funding and on the branding initiative. He commented on the need to create common messages so that donors and prospects can understand the goals and targets of various programs at the colleges.

Ms. Yenson reported on the activities that the District Foundation is undertaking: 1) develop a plan for the next major campaign; 2) looking at necessary infrastructure on a common database to develop centralized system; 3) working on case study for the next campaign; 4) introduce the Chancellor to prospects who are not familiar with community colleges.

Both Mr. Carrasco and Mr. Hill suggested creating one common back office to support the four Foundations to coordinate activities and messages for efficiency.

## C. Regional Healthcare Center Proposal

Dr. Wakefield provided an update on the opportunity for Seattle Central Community College and Seattle Vocational Institute to group their health care programs in one location. This is an effort by the legislature and the City of Seattle

to lease the Pacific Medical Building to house various health care services within the building. Currently due to space constraints, it is difficult for SCCC and SVI to expand their programs to meet the health care needs of the region. Dr. Wakefield added that the Department of Commerce will be leasing the building and the SCCC will incur no costs. She indicated that a number of things need to happen at the legislative level for this project to materialize, and its progress is being closely monitored by SCCC and the District Office.

**D. Legislative Report**

Ms. Lamoureux gave an update on the legislative session, and shared the information of various Bills and their status. Ms. Lamoureux thanked the Presidents for their efforts with the legislators. Dr. Wakefield commended Ms. Lamoureux for her work; she said that with Ms. Lamoureux's presence, the District now has a much better representation in Olympia.

Mr. Sebastian Myrick, executive director of SSCC's TRIO Programs, reported on the activities concerning the TRIO programs, both locally and nation-wide. Mr. Myrick is also the president of the Washington State TRIO Association. He shared the impacts to the programs due to Sequestration. SSCC will be looking at over \$1 million annual loss.

Ms. Gregoire commended Mr. Myrick for his work in Olympia. She said that his presentation materials were always the most outstanding ones she has seen when she was working at Senator Murray's office.

**E. Changes to WAC 132F-108-050 and 132F-121**

Dr. Killpatrick updated the Board on the status of the revised WAC 132F-080-050 and 132F-121 involving student conduct and adjudicative procedures. Based on the codifying process a public hearing has been held, and the input will be presented to the Chancellor's Cabinet for review and approval. If there is no substantive changes, the revised WAC will be presented to the Board for Second Hearing and Final Action in May.

**F. Enrollment Report**

Dr. Weiss reported on the enrollment data for summer, fall and winter quarters combined and the projected FTEs for the year.

**G. Student Success Report**

Dr. Jensen gave an update on the activities of various grants, including The Gates Foundation's visit.

**ORAL REPORTS**

**A. Associated Student Body Presidents**

Ms. Najwa Alsheikh, of SSCC's Associated Student Council (ASC), reported that:

(1) 14 students joined the College Outreach and Recruitment Team to get trained and do tabling for recruitment activities at local high schools; (2) the 28-page Higher One survey report was released. Hard copies of the report were shared with the Board; (3) the fundraising committee is hosting an art sale on Friday at the Hugo House, close to the Cal Anderson Park; (4) several students attended the Clinton Global Initiative.

Ms. Hillery Jorgensen, of NSCC's Student Administrative Council (SAC), reported: (1) the student leadership is finalizing the Higher One survey report; (2) the Fee Board is close to completing the fee allocations; (3) 17 of NSCC students attended the Student of Color Conference; (4) she will be volunteering this Saturday at NSCC's annual fundraising dinner, and invited the Board to attend the event.

Mr. Tysen Hillquist, of SSCC's United Student Association (USA), reported that: (1) the student leadership is working on signs on the campus; (2) Metro is again talking about cuts to their services. Personnel from the District Business Office will be talking with Metro about that and continue to pursue combining the colleges' contract with other area higher education institutions; (3) students like the idea of having student representative serving on the Board. He appreciates Ms. Lamoureux's taking the time to meet with them and explaining the Bill; (4) wants to publicly thank President Oertli for his advice and what he has done for the college. In addition, Mr. Hillquist asked the Board how to go forward with having a mascot for the college. He said that students are interested in the concept.

Mr. Carrasco responded that as discussed at the last meeting, the Board would like to blend the mascot idea with the colleges' branding initiative. He welcomed Mr. Hillquist's proposal.

- B. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789  
Ms. Karen Strickland shared hard copies of the economic data she mentioned at the last meeting. She said that she supports Ms. Bates' comments regarding House Bill 1348. Washington state's community colleges are the only ones not allowed to bargain locally for salary funding. In addition, leadership should push as hard as possible for the state to take out tax breaks and fund higher education. Ms. Strickland continued to comment on Senate Bill 5905 on eliminating health care coverage for part-time employees, Senate Bill 5893 on 20% surcharge on international students. Ms. Strickland thanked Mr. Furutani for his comment on the ongoing negotiations. She indicated that they had two sessions of mediation; the third one will be held on April 26. She said that the conclusion of the negotiations is important and hopes that the process will be done soon.

C. Washington Federation of State Employees (WFSE)

Mr. Franco commented on the Senate budget proposal as proposing a lot of promises but no additional funding revenues. He also talked about the House Bill that would cut health care coverage for part-time employees and its impacts on the large number of classified staff. He commended the administration for working with the classified staff to mitigate the impact of the 3% salary reduction.

D. Chancellor, College Presidents and Vice Chancellors

No reports.

E. Board of Trustees

Mr. Carrasco congratulated Ms. Gregoire for being confirmed by the State Senate as Trustee of Seattle Community Colleges.

Mr. Shen inquired about the next step for the Higher One survey. Ms. Alsheikh reported that a meeting has been scheduled with Dr. Buttleman and the financial aid staff to further discuss the survey results, and review ways to avoid fees charged by Higher One, and look at gaps in the financial aid disbursement. Dr. Buttleman will work with the student leadership and report back to the Board. In addition, Mr. Hillquist said that he will present SSCC's survey result at the next meeting.

EXECUTIVE SESSION

An Executive Session was called at 2:05 pm *to review the performance of public employees, and to consider the selection of a site or the acquisition of real estate by lease or purchase.* The Board reconvened to open session at 3:05 pm.

ADJOURNMENT

The meeting was adjourned at 5:05 p.m.

*The next meeting of the Board of Trustees will be held on Thursday, May 9, 2013 at Seattle Community College District Office, 1500 Harvard Avenue, Seattle, WA 98122. There will be a Study Session at 2 p.m., and the Regular Meeting will follow at 3:00 p.m.*

APPROVED BY:

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Jorge Carrasco, Chair

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Date



**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Jill Wakefield  
Chancellor  
**DATE:** May 9, 2013  
**SUBJECT:** Emeritus Status Recognition

Seattle  
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**NORTH**  
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College

**SOUTH**  
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Community  
College

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**Background**

The AFT Seattle/SCCD Agreement (Article 5.16, Special Retirement Privileges) and Board Policy 478 (Emeritus Status – Administrative Employees) provide for the bestowing of emeritus status recognition upon eligible retired faculty and administrators or those who have died in service and have made significant contributions to the District’s values of service, excellence, diversity and effective leadership.

The nominees listed below are now being submitted for consideration by the Board of Trustees. Attached to this recommendation, are the letters of nomination from colleagues, as well as the AFT Seattle Executive Committee’s approval.

**Seattle Community College District VI**  
Thomas W. Malone – Emeritus Trustee

**North Seattle Community College**  
Paula Bennett – Emeritus Faculty  
Lynn Sharpe – Emeritus Faculty

**Seattle Vocational Institute**  
Patti Conley – Emeritus Faculty

**South Seattle Community College**  
Arlene Atchison – Emeritus Faculty  
Allen French – Emeritus Faculty  
John Nordling – Emeritus Faculty  
Tom Pierce – Emeritus Faculty  
Rodger Squirrel – Emeritus Faculty

**Seattle Central Community College**  
Bob Groeschell – Emeritus Faculty  
Sandra Schroeder – Emeritus Faculty

**Recommended Action**

In accordance with the AFT Seattle/SCCD Agreement and Board Policy, it is recommended that the Board of Trustees grant emeritus status recognition to the above worthy individuals of District VI.

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

Jill A. Wakefield, Ed.D.  
Chancellor

Georgetown  
Campus

NewHolly  
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Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

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**MEMORANDUM**

Seattle  
**CENTRAL**  
Community  
College

**TO:** Board of Trustees

**FROM:** Jill Wakefield  
Chancellor

**NORTH**  
Seattle  
Community  
College

**DATE:** May 9, 2013

**SUBJECT:** Emeritus Status Recommendation – Tom Malone

**SOUTH**  
Seattle  
Community  
College

**Background**

There could be no stronger champion for the Seattle Community Colleges than former Trustee Tom Malone. He has inspired our college community with his knowledge and understanding, enthusiasm and support.

**SVI** Seattle  
Vocational  
Institute

I strongly encourage the Board of Trustees to grant emeritus status to Tom Malone in recognition of his outstanding record of service and commitment to our students, faculty, staff and colleges.

Georgetown  
Campus

Tom Malone joined the Board after many years as a founding member of the Foundation Board at North Seattle Community College. He was appointed by Gov. Gary Locke in 1997 and re-appointed for a second term by Gov. Christine Gregoire, who then authorized an exceptional third term. During his tenure on our Board he served as chair from 1999-2001 and again from 2005-2009.

NewHolly  
Learning  
Center

He served as an active voice and president of the state-wide Trustees Association, and participated in the State Board’s Mission Study Task Force in 2008 to inform state policymakers about the future direction of Washington’s two-year system. He was responsible for developing “Leading from the Classroom,” a special project between the Presidents’ and Trustees’ Associations that provided funding to accelerate the adoption of instructional technology and open educational resources.

Seattle  
Maritime  
Academy

Tom Malone became known across the state as a leader in influencing legislation for innovations that would benefit faculty and students, such as open-source textbooks and technology in the classroom. In Seattle, we know him as a visionary with heart. He was our technology ambassador to the League for Innovation. He supported student leaders creating a successful program to rent textbooks to reduce the burden of textbook costs.

Wood  
Construction  
Center

He is well-known to the 24 members of the Seattle legislative delegation, and has spent significant time traveling to the state capitol with college leadership and student groups. At the national level, he took part in the Association of Community College Trustees (ACCT) National Legislative Summits, where he advocated Washington’s legislators on behalf of the two-year college system’s priorities.

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He is a catalyst who inspires others. He was instrumental in working with Washington State Rep. Phyllis Gutierrez Kenney to explore development of the Integrated Basic Education and Skills Training Program (I-BEST), which originated in 2006 at South Seattle Community College and is now recognized as a national model for student success.

He forged early connections with the Bill & Melinda Gates Foundation through his expertise in technology and student achievement, and has co-presented with Gates representatives at national meetings. An invitation to the inaugural Governance Institute for Student Success sponsored by the Gates Foundation in Ohio in 2010 led to a Northwest regional Institute in 2011 which developed a deeper understanding of student success in trustees across the state. He dedicated his year as TACTC president to furthering the student achievement and success.

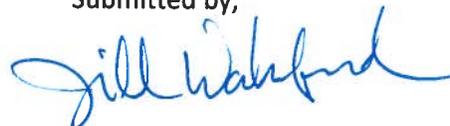
Over the years, Tom Malone's interest in community college, teaching, learning and innovations has been called legendary. Staff, faculty and students were inspired by his personal engagement with their initiatives. This extends also to the annual Dr. Martin Luther King, Jr. Celebration which the Seattle Community Colleges host in recognition of the wide diversity of our region and our colleges. He proudly pointed out that he attended the community event every one of his years on the Board – including in January 2013, just a few days after he formally retired from the Board.

Tom Malone also speaks from personal experience – his wife and all three of his children have completed programs or courses at our colleges. He has been able to translate his experience and interest into effective citizen leadership on our behalf, and our colleges are stronger as a result.

**Recommended Action**

It is recommended that the Board of Trustees grant emeritus status to former Trustee Tom Malone.

Submitted by,



Jill Wakefield, Ed.D.  
Chancellor



**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Jill Wakefield  
Chancellor

**DATE:** May 9, 2013

**SUBJECT:** Nominations of 2013-2014 Board of Trustees Officers

**Background**

The Seattle Community College District Policies and Procedures, Policy 125, "Powers and Duties of Officers of the Board," item number one, "Elections," specifies that the Board will nominate officers to serve for the ensuing fiscal year. In the past, nominations would be announced in May and the elections conducted in June. However, for the 2013-2014 it is proposed that the elections of the officers to be postponed to December 2013.

**Recommended Action**

It is the recommendation of the administration that the SCCD Board of Trustees that the election of Board officers for 2013-2014 to be postponed to December 2013.

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

Jill Wakefield, Ed.D.  
Chancellor

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## MEMORANDUM

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SVI Seattle  
Vocational  
Institute

Duwamish  
Apprenticeship  
& Education  
Center

NewHolly  
Learning  
Center

Sand Point  
Education  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: May 9, 2013

SUBJECT: Proposed Fee Increases & New Fees for FY2013-14

### Background

The attached "Proposed Fees FY2013-14" schedule includes the campuses' requests for raising and changing current fees, and/or new fees for the incoming academic year 2013-2014.

### Recommendation

The attached "Proposed Fees FY2013-14" schedule has been reviewed by the Chancellor's Executive Cabinet. It is recommended that the Board of Trustees approve the proposed fee changes for FY2013-2014 in accordance with SCCD policy 108.

Submitted by:

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

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

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[www.seattlecolleges.edu](http://www.seattlecolleges.edu)

**SEATTLE COMMUNITY COLLEGES -PROPOSED FEES FY2013-14  
FEE CHANGE REQUESTS**

Fee Category	Fee Title	Updated or New	Fee Begins	Current Rate	Proposed Rate	Charged Per	Justification and Notes
Fee for Service	Transcript Fee	Updated	Summer 13	\$4.40	\$4.50	Transcript	Aligns with fiscal growth factor of 4.4%
Lab Fee	Manufacturing Materials Fee	Adopted Existing Model	Fall 13		\$150.00	Quarter	Enables the Manufacturing pathway program to fully recover the cost of the consumable materials provided to our students in the industrial manufacturing academy program. Consumption of these materials is an increasingly significant part of the program's overall cost.
Materials	Greenhouse/PSL Lab	New	Summer 13		\$8.00	Quarter	Cost recovery for hourly staff who manage and care for the greenhouse. Fee will be variable based on cost of hourly care for the greenhouse. Min fee of \$8.00
Materials	Student Transportation Fee (Culinary Field Trips)	New	Summer 13		\$15.00	Trip	Department to recover the cost of bus and materials. Has not been charged before and dept has been absorbing the cost. Fee will be variable based on cost of trip. Min fee of \$15.00 for one trip and \$60 for all four trips.
Materials	Welding Materials Fee	Updated	Fall 13	\$10.00	\$18.00	Credit	These fees are required to cover the actual expenses of the program. Previously underfunded
Materials	Automotive Collision	Updated	Fall 13	\$46.00	\$210.00	Quarter	These fees are required to cover the actual expenses of the program. Previously underfunded
Materials	Diesel Heavy Duty	New	Fall 13	\$75.00	\$128.00	Course	These fees are required to cover the actual expenses of the program. Previously underfunded
Pass Through	Test Fee IEL	New	Summer 13		\$35.00	Test	Cost to purchase test from vendor. SCCC used to get it free and now the vendor is charging.
Pass Through	ATI Nursing Assessment 2nd + Qtr.	New	Fall 13		\$85.00	Test	Increasing costs to purchase the test
Pass Through	ATI Nursing Assessment 1st Qtr.	Updated	Fall 13	\$110.00	\$115.00	Test	Increasing costs to purchase the test

# SEATTLE COMMUNITY COLLEGES -PROPOSED FEES FY2013-14

## FEE CHANGE REQUESTS

Fee Category	Fee Title	Updated or New	Fee Begins	Current Rate	Proposed Rate	Charged Per	Justification and Notes
Pass Through	Work Keys Test Fee	New	Summer 13		\$10.00	Test	Provide ACT Work Keys test to Air Washington students; NSCC must provide this service as a condition of the Air WA grant. Work Keys is an assessment test to determine a student's readiness for employment. Spokane Air WA program is subsidizing the full cost of this testing for NSCC Air WA EET 107 students. Fee rate was negotiated with and approved by Spokane CC Air WA program.
Pass Through	Work Keys Test Proctoring Fee	New	Summer 13		\$12.00	Test	Proctoring service for administration of ACT Work Keys test. Testing Ctr is providing this service in order for the college to meet the Air WA requirement. This test will also be made available to non-subsidized Air WA students; and any other student wanting to take the test on a self-pay basis. The fee rate w/b the same for subsidized and non-subsidized students.
Pass Through	TEAS Entrance Test Fee for RN Program	Tech Change	Fall 13		\$60.00	Test	In January 2014 TEAS will be a test required for all RN programs in the nation. This test will be offered across the District. Test cost consists of \$35 pass through fee of ATI (the test developer) and \$25.00/3 hr. proctor fee.



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Paul T. Killpatrick,  
SCCC President  
SCCD Vice Chancellor for Student Services

**DATE:** May 9, 2013

**SUBJECT:** Second Reading - Changes to WAC 132F-108-050 & 132F-121

### Background

Last year, the Vice Presidents of Student Development Services at North Seattle, South Seattle, and Seattle Central proposed to revise WAC 132F-108-050 & 132F-121 as per the attached document.

Pursuant to Procedure 150, SCCD Policies and Procedures Manual, the attached revisions to WAC 132F-108-050 & 132F-121 were sent to the Board of Trustees for a First Reading in December 2011, and are now proceeding through the formal WAC process. The revised WAC was presented for comments at a Public Hearing on April 9<sup>th</sup> and is now being sent to the Board for a Second Reading and Approval.

### Recommendation

In accordance with the above referenced procedure, it is recommended that the Board of Trustees review the attached document for Second Reading and Approval.

Submitted by,

Paul Killpatrick  
SCCD Vice Chancellor, Student Services

Transmitted to the Board with a favorable recommendations

Dr. Jill Wakefield  
Chancellor

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-108-050 Brief adjudicative procedures.** This rule is adopted in accordance with RCW 34.05.482 through 34.05.494, the provisions of which are hereby adopted. Brief adjudicative procedures shall be used, unless provided otherwise by another rule or determined otherwise in a particular case by the district chancellor, the affected campus president, or a designee of either, in regard to:

- (1) Parking violations.
- (2) Outstanding debts owed by students or employees.
- (3) Use of college facilities.
- (4) Residency determinations.
- (5) Use of library--Fines.
- (6) Challenges to contents of education records.
- (7) Loss of eligibility for participation in institution sponsored athletic events.

(8) Student conduct appeals involving minor disciplinary actions imposing probation or suspensions of ten instructional days or less and any conditions or terms placed on the student.

(9) Appeals of decision regarding mandatory tuition and fee waivers.

Brief adjudicative proceedings are informal hearings and shall be conducted in a manner which will bring about a prompt fair resolution of the matter.

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-010 Definitions and general provisions.** For purposes of this chapter:

(1) (a) Bullying is defined as the repeated use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any combination thereof, directed at another student or staff that:

(i) Intentionally causes physical or emotional imminent harm to the student or damage to the student's property;

(ii) Places the student in reasonable fear of harm to herself or himself or of damage to the student's property;

(iii) Creates an unlawful hostile environment at school for the student;

(iv) Infringes on the rights of the student at school; or

(v) Is conduct that is sufficiently severe or pervasive to cause material disruption to the ability of a student to participate or benefit in the education program.

(b) Cyber-bullying is defined as bullying through the use of technology or any electronic communication which shall include, but not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic, or photo optical system including, but not limited to, electronic mail,

internet communications, instant messages or facsimile communications. Cyber-bullying shall also include the creation of a web page or blog in which the creator posted content or messages, if the creation or impersonation creates any of the conditions constituting bullying in the student conduct code. Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions constituting bullying in the student conduct code.

(2) The terms "college" and "campus" are used interchangeably, and each refers to any of the district's three colleges, North Seattle Community College, Seattle Central Community College, and South Seattle Community College. The Seattle Vocational Institute is considered to be part of Seattle Central Community College.

~~((2))~~ (3) "Day" means calendar day, unless specified otherwise, and deadlines shall be computed in accordance with WAC 10-08-080.

~~((3))~~ (4) "District" means the sixth state college district, the district administrative offices (Siegal Center), North Seattle Community College, Seattle Central Community College, South Seattle Community College, the Seattle Vocational Institute, and/or every other District VI educational facility, each separately and all together.

~~((4))~~ (5) "District community" includes, but is not limited to, the district itself and all enrolled students, employees, officers, and invitees of the district.

((+5+)) (6) "District property" includes all real property, buildings, and other facilities that are owned, leased, or controlled by the district or by the state for district purposes.

((+6+)) (7) "Vice-president for student services" means the person whom a college president has appointed to that position or has otherwise designated to perform the functions ascribed to that position in this chapter.

((+7+)) (8) An action or activity that may be authorized or taken by the district chancellor, a vice chancellor, a campus president, or a campus vice-president may also be authorized or taken by any other person whom that officer has specifically designated to perform that function on his/her behalf, but this officer retains responsibility for the function.

((+8+)) (9) After the adoption of these rules, if a statute or rule to which they refer is ((re-numbered)) renumbered or otherwise amended, these rules shall be interpreted to the fullest extent possible to incorporate such amendment while still giving effect to their original purposes.

((+9+)) (10) Service of any document, notice, or copy under this chapter shall be made (a) by personal delivery, (b) by mailing to the recipient's last known address, which service shall be regarded as complete upon deposit in the U.S. mail properly stamped and addressed, or (c) as otherwise authorized by law or rule.

(11) The term "student" includes all persons taking courses at the district, either full-time or part-time. Persons who withdraw after allegedly violating the student code, who are not officially enrolled for a particular term but who have a continuing relationship

with the district, or who have been notified of their acceptance for admission are considered "students" as are persons who are living in district resident halls, although not enrolled at the district.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-010, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-030 Student organizations.** (1) Student organizations may be established and recognized whether their aims are educational, cultural, recreational, social, athletic, religious, political, or economic. Affiliation with an external organization shall not in and of itself disqualify a campus-based student organization from recognition. Membership in a student organization shall be open to any student who subscribes to the stated aims of the organization. To operate as such, a student organization must be recognized by the approved student government organization. The student organization shall abide by all governing federal and state laws and district and campus rules, policies and procedures.

(2) A college may require, as a condition of access to campus funds and/or facilities, demonstration or proof of the student enrollments of a student organization's members. However, any list of members compiled for such purposes shall not be publicly disclosed

except in accordance with applicable law. A college may, in its discretion, permit others, such as students' spouses, to participate in a student organization's activities under appropriate conditions.

(3) Each year, before a student organization may be recognized or function as such, or may use services and activities funds, a college employee must ~~((agree))~~ be identified to serve as its advisor and his/her name must be ~~((provided to and))~~ approved by the vice-president for student services or designee. ~~((No campus employee may serve as the advisor for more than two student organizations at the same time.))~~

(4) Where funds are allocated to a student organization, financial accountability is required. Student organizations' funds shall be maintained at the college, in college accounts. The organizations shall keep detailed written records of their income and expenditures and shall assure that these can be reconciled with the campus budget and accounting system. Student organizations' financial records must be made available upon request to the student government organization and to any administrative officer designated by the college president.

(5) A college president may withdraw a student organization's recognition and funding for good cause. Such cause shall include, but not be limited to, (a) failure to comply with this rule or other district requirements or (b) hazing.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-030, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-050 Student use of the district/college name.**

(1) No individual student, student group, or student organization may act or make any representation in the name of the district or of any campus without specific authorization from the vice-president for student services or designee.

(2) No individual student, student group or student organization shall falsely indicate or represent that his, her, or its own position on any policy or issue is that of the district or of any campus.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-050, filed 7/28/03, effective 8/28/03.]

constitute a complaint.

(3) Each college president shall appoint a complaints officer to handle student complaints. This position shall be filled by an employee whose position is below the level of vice-president. The district chancellor shall designate a complaints officer to handle complaints against Siegal Center employees. If the president or chancellor determines, upon request, that the complaints officer has a disqualifying personal interest in a particular matter, he/she may appoint a substitute complaints officer for that matter. Information on the identity and location of the complaints officer(s) and about this procedure shall be readily available within each college.

(4) The complaints officer shall be responsible for taking appropriate actions to try to resolve complaints. (~~Information on the identity and location of the complaints officer(s) and about this procedure shall be readily available within each college.~~)

(5) A complaint may be (~~initiated~~) addressed under either the informal process or the formal process, as set forth below. Students are encouraged to begin with the informal process.

(6) No respondent or district employee shall take adverse action or otherwise retaliate against a student because that student initiated a good faith complaint or assisted another student with a complaint.

(7) If more than one type of complaint or more than one respondent is included in one complaint, the complaints officer may, upon request, provide for appropriate modification(s) of these procedures.

(8) If a respondent employee is unavailable, or otherwise fails or refuses to participate timely in a complaint proceeding, the respondent's supervisor may(~~(, upon request and in her/his discretion,)~~) act or designate another person to act in the complaint proceeding on that employee's behalf. However, no action by a substitute may subject the respondent employee to discipline.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-060, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-070 Informal processing of complaints. (1)**

This informal process is intended to facilitate prompt and amicable resolution of a complaint apart from the formal complaint process.

(2) A student who has a complaint is encouraged to discuss the matter directly with the respondent to attempt to resolve it.

(3) If the student complainant believes that discussion with an employee respondent will not achieve or has not achieved a satisfactory result, the (~~complainant~~) student may communicate about the matter with the respondent's supervisor(~~(, if any. If the complainant identifies the matter as a complaint under this procedure, the supervisor shall, within the earlier of five days following that communication or any deadline established in an~~

~~applicable collective bargaining agreement, appropriately notify the respondent of the complaint. The supervisor also shall, within the earlier of fifteen days following that communication or any deadline established in an applicable agreement, meet or attempt to meet with the respondent and otherwise attempt to resolve the complaint).~~

(4) Any participant in the informal process may request the complaint officer's assistance in obtaining a resolution.

(5) This informal process (~~shall be deemed to be terminated if the complainant files a timely formal complaint related to the same matter~~) must be completed in a timely manner.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-070, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-080 Formal processing of complaints.** (~~(1)~~)  
~~This formal process applies to student complaints that are made to the complaints officer in writing. The complaints officer may extend any deadline herein for good cause.~~

~~(2) To be considered under this formal process, a complaint must be filed with the complaints officer in writing within ninety days of when the complainant knew or reasonably should have known that~~

~~he/she had cause for a complaint, except as otherwise provided in WAC 132F-121-090 for a grade complaint. The written complaint shall be designated as a complaint under these rules and shall fully specify the facts and other grounds on which it is based. The complainant should attach copies of relevant supporting documents when feasible.~~

~~(3) Upon receipt of the complaint, the complaints officer shall determine whether it qualifies as such. If the officer determines that it does not qualify as a complaint, she/he shall serve notice to that effect on the complainant within five days. The complainant may obtain review of that notice of complaint disqualification by filing a written request with the complaints officer under subsection (7) below.~~

~~(4) If the complaints officer determines that the complaint does qualify as such, that officer shall serve copies of the complaint and any supporting documentation on the respondent and the respondent's supervisor (if any) within five days. After service of such a copy of the complaint, the respondent shall serve a written response on the complaints officer, and a copy thereof on the respondent's supervisor (if any), within fifteen days.~~

~~(5) Within five days of service of that response, or, absent a response, within five days of when one was due, the complaints officer shall serve on the complainant either the response or a statement that none has been received, together with notice of the complainant's rights under the following subsection.~~

~~(6) Within five days of this service, if the complainant finds that the response or nonresponse is unsatisfactory she/he may serve written notice of such dissatisfaction on the complaints officer.~~

~~Within five days of service of such notice, the complaints officer shall schedule a conference and invite the complainant, the respondent, and the respondent's supervisor (if any). This conference shall be held within fifteen days of service of the complainant's notice, or as soon thereafter as feasible. During this conference the complaints officer shall try to facilitate resolution. The complaints officer shall produce a written statement summarizing this conference and serve copies on each of the invited attendees within ten days after the conference.~~

~~(7) Within five days after service of either a notice of complaint disqualification or a conference summary, the complainant may obtain review thereof by filing a written request for such review with the complaints officer. Within five days of receiving this request for review, the complaints officer shall forward it, together with the complaint and other relevant documents, either to the vice-president of instruction (if the officer determines that the complaint is predominantly an instructional matter) or to the vice-president for student services (if the officer determines that the complaint is predominantly noninstructional in nature). If the respondent is a Siegal Center employee, the complaints officer shall forward the matter to a vice chancellor.~~

~~(8) This reviewing administrator shall review the complaint and documentation, and may also interview knowledgeable persons as appropriate. The administrator should render a written decision within fifteen days after receiving the complaint and documents, or as soon thereafter as feasible. The administrator may accept, reject, or modify any of the previous action(s) in the matter, and/or~~

~~take other action(s). This decision shall be in writing and shall be served on the complainant, respondent, and others deemed appropriate.~~

~~(9) This decision of the reviewing administrator shall be the final decision of the district on that complaint.)~~ (1) To be considered under the formal process, a complaint must be filed in writing with the campus complaints officer by the final day of the quarter following the quarter in which the problem occurred, except as otherwise provided in WAC 132F-121-090 for a grade complaint. For purposes of complaints, the quarter which follows spring quarter is fall quarter. The written document should fully specify the facts and other grounds on which the complaint is based, and should include copies of relevant supporting documents when feasible. The complaints officer may extend any deadline herein for good cause.

(2) If the complaints officer determines that the complaint does not qualify to be addressed through the formal process, that officer must inform the student, explaining the reasons in writing within five working days. The student complainant may obtain review of that notice of complaint disqualification by filing a written request with the complaints officer under subsection (9) of this section.

(3) If the complaints officer determines that the complaint does qualify as such, that officer must serve copies of the complaint and the supporting documents on the individual named in the complaint (the respondent) and the respondent's supervisor, within five working days.

(4) The respondent, upon receiving notice of the formal complaint, shall provide a response in writing to the complaints

officer, and to the respondent's supervisor, within ten working days.

(5) The complaints officer must forward the written response, or the information that no response was received, to the student complainant within five working days of receipt of the response, or five working days from when a response was due.

(6) If the student complainant finds that the response or lack thereof is unsatisfactory she/he has five working days in which to submit a written request for the complaints officer to schedule a conference with the respondent to discuss the matter.

(7) Upon receipt of such request, the complaints officer has five working days to schedule the conference which must be convened within ten working days of receipt of the students' request or as soon thereafter as feasible. This conference will include the student, the respondent, and his or her supervisor, and be moderated by the complaints officer.

(8) During this conference the complaints officer shall try to facilitate resolution. The complaints officer shall produce a written statement summarizing the conference and provide copies to all parties within ten working days of the conference.

(9) The student complainant may request a review of the outcome of the complaint conference (or of a complaint disqualification) by submitting a written request for administrative review to the complaints officer within five working days of receiving the conference summary.

(10) The complaints officer shall forward, within five working days, the request for administrative review, the complaint, supporting documents, and the conference summary either to the

vice-president of instruction (if the officer determines that the complaint is predominantly an instructional matter), or to the vice-president for student services (if the officer determines that the complaint is predominantly noninstructional in nature).

(11) This administrator shall review the complaint and documentation, and may also interview knowledgeable persons as appropriate. The administrator should render a written decision within ten working days after receiving the complaint and documents, or as soon thereafter as feasible. The administrator may accept, reject, or modify any of the previous action(s) in the matter, and/or take other action(s). This decision shall be in writing and shall be served on the student complainant and others deemed appropriate.

(12) This decision of the reviewing administrator shall be the final decision of the district on that complaint.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-080, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-090 Additional provisions for grade complaints.**

(1) For student complaints regarding grades received for course work, this section shall apply in addition to the above-described informal and formal procedures.

(2) A student may formally grieve only the final grade received in a course, but that complaint may include any or all of the components of that final grade. For a grade complaint, the respondent(s) shall be, or include, the instructor who issued the grade.

(3) (~~(Instead of the deadline in WAC 132F-121-080,)~~) A formal complaint regarding a grade must be filed not later than the last day of the quarter which follows the quarter for which the disputed grade was received, except that a complaint regarding a spring quarter grade may be filed through the last day of the following fall quarter.

(4) In specifying the facts and other grounds on which it is based, the formal complaint shall specify the grade that is being challenged and should attach copies of relevant documents. The response on behalf of the respondent shall include, to the extent feasible, the applicable evaluation criteria, copies of the course syllabus and relevant grading records, and the faculty member's explanation for the grade.

(5) Ordinarily the evaluation of course mastery is exclusively within the province of the instructor of a particular course, and so a grade change may be initiated only by that instructor. However, if a formal grade complaint is ultimately reviewed by the vice-president of instruction, and she/he finds that the grade was issued for an improper reason or was arbitrary and capricious or otherwise unlawful, that vice-president may change the grade in the records of the college.

(6) Nothing in these rules shall be construed to limit the

separate authority of the vice-president of instruction to change a grade when required by a judicial order or a legal settlement agreement entered into by the district, regardless of whether a complaint has been filed.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-090, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-110 Student misconduct.** Misconduct for which the campuses may impose sanctions includes, but is not limited to, any of the following:

(1) Any act of course-related dishonesty, including but not limited to cheating or plagiarism.

(a) Cheating includes, but is not limited to, using, or attempting to use, any material, assistance, or source which has not been authorized by the instructor to satisfy any expectation or requirement in an instructional course, or obtaining, without authorization, test questions or answers or other academic material that belong to another.

(b) Plagiarism includes, but is not limited to, using another person's ideas, words, or other work in an instructional course without properly crediting that person.

(c) Academic dishonesty also includes, but is not limited to, submitting in an instructional course either information that is known to be false (while concealing that falsity) or work that is substantially the same as that previously submitted in another course (without the current instructor's approval).

(2) Any other act of college-related dishonesty. Such acts include, but are not limited to:

(a) Forgery, alteration, or misuse of any district document, record, or instrument of identification;

(b) Tampering with an election conducted by or for district students; or

(c) Furnishing false information, or failing to furnish correct information, in response to the request or requirement of a district officer or employee.

(3) Obstruction or disruption of (a) any instruction, research, administration, disciplinary proceeding, or other district activity, whether occurring on or off district property, or (b) any other activity that is authorized to occur on district property, whether or not actually conducted by the district.

(4) Assault, physical abuse, verbal abuse, threat(s), intimidation, harassment, bullying, or other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of any student, any district officer or employee, or any other person who is on district property or is participating in a district activity.

(5) Attempted or actual damage to, or theft or misuse of, real or personal property or money of (a) the district or state, (b) any

student or district officer, employee, or organization, or (c) any other person or organization lawfully present on district property, or possession of such property or money after it has been stolen.

(6) Failure to comply with the direction of a district officer or employee who is acting in the legitimate performance of his or her duties, or failure to properly identify oneself to such a person when requested to do so.

(7) Participation in any activity which unreasonably disrupts the operations of the district or infringes on the rights of another member of the district community, or leads or incites another person to engage in such an activity.

(8) Possession or use, without express authorization by the district chancellor or a campus president, of any explosive, incendiary device, dangerous chemical, weapon, or other device or substance which can be used to inflict bodily harm or to damage real or personal property.

(9) Hazing. Hazing includes, but is not limited to, any initiation into a student organization or any pastime or amusement engaged in with respect to such an organization that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student.

(10) Being observably under the influence of any alcoholic beverage, or otherwise using, possessing, consuming, or selling any alcoholic beverage, except as permitted by law and authorized by the chancellor or a college president.

(11) Being observably under the influence of any legend drug, marijuana, narcotic drug or controlled substance as defined in

chapters 69.41 and 69.50 RCW, or otherwise using, possessing, (~~consuming~~) delivering, or selling any such drug or substance, except (a) in accordance with a lawful prescription for that student by a licensed health care professional or (b) as permitted by law and authorized by the chancellor or a college president.

(12) Obstruction of the free flow of pedestrian or vehicular movement on district property or at a district activity.

(13) Conduct which is disorderly, lewd, or obscene.

(14) Breach of the peace, or aiding, abetting, or procuring a breach of the peace.

(15) Discriminatory action which harms or adversely affects any student or district employee because of her/his race, color, national origin, mental or physical disability, gender, sexual orientation, age, creed, or religion.

(16) Sexual harassment of a student or district employee. This includes, but is not limited to, engaging in unwelcome sexual advances, requests for sexual favors, (~~or other conduct of a sexual nature where such behavior offends or would offend a reasonable and prudent person~~) and other verbal, nonverbal, or physical conduct of a sexual nature that has the effect of denying or limiting a student's ability to participate or benefit from any of the college's programs.

(17) Other harassment of a student or district employee. This includes, but is not limited to, repeated and unwelcome following (stalking) or contacting of such a person or making a threat which places that person in reasonable fear of bodily harm.

(18) Smoking inside a campus building or in or on any other

property where smoking is not authorized.

(19) Theft or other misuse of computer time or other electronic information resources of the district. Such misuse includes but is not limited to:

(a) Unauthorized use of such resources or opening of a file, message, or other item;

(b) Unauthorized duplication, transfer, or distribution of a computer program, file, message, or other item;

(c) Unauthorized use or distribution of someone else's password or other identification;

(d) Use of such time or resources to interfere with someone else's work;

(e) Use of such time or resources to send, display, or print an obscene or abusive message, text, or image;

(f) Use of such time or resources to interfere with normal operation of the district's computing system or other electronic information resources;

(g) Use of such time or resources in violation of applicable copyright or other law; ((or))

(h) Adding to or otherwise altering the infrastructure of the district's electronic information resources without authorization;

or

(i) Failure to comply with the district's electronic use policy.

(20) Unauthorized possession, duplication, or other use of a key, keycard, or other restricted means of access to district property, or unauthorized entry onto or into district property.

(21) Abuse or misuse of any of the procedures relating to student

complaints or misconduct, including but not limited to:

(a) Failure to obey a subpoena;

(b) Falsification or misrepresentation of information;

(c) Disruption, or interference with the orderly conduct, of a proceeding;

(d) Interfering with someone else's proper participation in a proceeding;

(e) Destroying or altering potential evidence, or attempting to intimidate or otherwise improperly pressure a witness or potential witness;

(f) Attempting to influence the impartiality of, or harassing or intimidating, a student conduct committee member; or

(g) Failure to comply with any disciplinary sanction(s) imposed under this student conduct code.

(22) Operation of any motor vehicle on district property in an unsafe manner or in a manner which is reasonably perceived as threatening the health or safety of another person.

(23) Violation of any other district rule, requirement, or procedure, including but not limited to any that is posted in electronic form, the district's traffic and parking rules, or the requirements for carpool parking.

(24) Violation of any federal, state, or local law, rule, or regulation.

(25) Aiding, abetting, inciting, encouraging, or assisting another person to commit any of the foregoing acts of misconduct.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or

[28B.50].140. 03-16-015, § 132F-121-110, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-140 Initiation of discipline.** (1) The vice-president for student services or designee at each campus is responsible for investigating possible violations of this student conduct code at that campus and initiating any appropriate disciplinary actions. If that officer is a respondent in a complaint initiated by the subject student, the college president shall, upon request and when feasible, designate another person to fulfill any such disciplinary responsibilities relative to the complainant.

(2) Any member of the district community may make a complaint against a student whom she/he believes has violated this student conduct code. Such a complaint should ordinarily be filed in writing with the vice-president for student services. However, no such complaint is required in order for that vice-president to take action on any matter that comes to his/her attention.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-140, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-150 Vice-president's review and action. (1)**

After conducting such initial investigation of possible misconduct as she/he deems appropriate, the vice-president for student services or designee shall meet, or make a reasonable effort to meet, with the subject student. At that meeting, or if there is no meeting in a document served on the student, the vice-president shall describe the complaint and/or information that has been received and identify the rule violations that appear to have occurred. In order that any informality not mislead the student as to the seriousness of the matter, the vice-president shall also inform the student of the sanction(s) that may be imposed for the alleged misconduct. The vice-president shall give the student an opportunity to respond to the allegations before a disciplinary decision is made.

(2) After considering the information that has been obtained through investigation and/or from the student, the vice-president may take any of the following actions:

(a) Terminate the proceeding, exonerating the student;

(b) Give any appropriate counseling or advice and then terminate the proceeding;

(c) Impose disciplinary sanction(s), subject to any right of appeal as described herein; or

(d) Refer the matter to the student conduct committee for such

action as it deems appropriate. Such referral shall be in writing, to the attention of the committee chair, with a copy served on the student.

(3) A "respondent" as referred to hereinafter is a student upon whom a disciplinary sanction has been imposed or whose case has been referred to the student conduct committee.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-150, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-160 Disciplinary actions.** (1) Any of the following disciplinary sanctions may be imposed for violation of one or more specified provisions of this student conduct code:

(a) Warning: Oral notice to the student of the violation(s). There shall be no appeal from a warning.

(b) Reprimand: Written notice to the student of the violation(s). A reprimand indicates, and usually states, that other or further misconduct, especially any continuation or repetition of the misconduct in question, may or will result in more serious disciplinary action. There shall be no appeal from a reprimand.

(c) Probation: Placement of one or more conditions on the student's continued attendance, as specified in the written notice

to the student. The time period of the probation will ordinarily be stated in the notice; if not stated at all, or if so stated, the probation shall be for an indefinite period, concluding only with the end of the student's enrollment.

(d) Suspension from activities: Disqualification of the student, for a stated or indefinite period of time, from participation in specified (or all) privileges, services, or activities that are provided or sponsored by the district.

(e) Suspension of enrollment: Termination, for a stated or indefinite period of time, of all rights as an enrolled student in the college and/or the district, subject to the student's right to seek reinstatement as provided in WAC 132F-121-240.

(f) Expulsion: Permanent termination of a student's enrollment, and right to enroll, at any college or other educational facility in the district.

(g) Grade change: Lowering of a student's grade in a course below that awarded by the instructor.

(2) The conditions or terms of probation or suspension may include, without limitation:

(a) Restriction of future contact or communication with designated persons;

(b) Restriction of the student's access to district property; and/or

(c) Payment for personal injury, property damage, or other expenses related to the violation(~~(-)~~);

(d) Requirement of a medical evaluation by a qualified professional to assess the student's ability to function in the

academic environment. Upon completion of the medical evaluation, the student may be readmitted so long as the student does not pose a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices or procedures, or by the provision of auxiliary aids or services. In determining whether students with disabilities (as defined by Section 504 of the Rehabilitation Act, Title II of the ADA, and chapter 49.60 RCW) pose such a direct threat, the vice-president of student services or designee will make an individualized assessment based on reasonable judgment that relies on current medical knowledge or on the best available evidence, to ascertain the nature, duration, and severity of the risk and the likelihood, imminence, and nature of future harmful conduct to others in the college community;

(e) Requirement of satisfactory completion of anger management therapy or other specified counseling.

Failure to comply with a condition or term of probation or suspension shall be cause for further disciplinary sanction.

(3) A respondent's record of past misconduct may be considered in determining the appropriate disciplinary action.

(4) A summary suspension (~~(and/or an emergency suspension)~~) under WAC 132F-121-250 may be combined with or added to another suspension or an expulsion.

(5) A suspension or expulsion may include a provision stating whether all or any part of the respondent's tuition and other fees will be refunded.

(6) A disciplinary sanction, except a warning, shall be imposed through written notice served on the respondent. Each notice of

disciplinary action shall state:

(a) A reasonable description of the facts on which the action is based;

(b) The provision(s) of this student conduct code found to have been violated;

(c) The sanction(s) imposed; and

(d) The respondent's right to appeal, i.e., to request an adjudicative proceeding, under these rules (except for a reprimand). A copy of these student conduct rules should be included with the notice.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-160, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-170 Appeals and referrals generally.** (1)  
Except as otherwise provided herein, a respondent who has received notice of disciplinary sanction(s) imposed by the vice-president for student services may appeal such sanction(s) by filing a written notice of appeal with that officer within twenty days. The notice of appeal may include any statement that the respondent wishes to make of the grounds for her/his appeal.

(2) If the vice-president has referred the matter to the student

conduct committee for action, no appeal is required, but the student may file a written response with the vice-president within twenty days of service of that referral.

(3) Except for conduct matters referred for brief adjudicative proceedings, the vice-president shall promptly transmit any notice of appeal or response to referral, together with a copy of any notification of discipline, to the chair of the student conduct committee, described below. The vice-president should serve a copy of that transmittal on the respondent.

(4) Except through a summary suspension (~~and/or emergency suspension~~) under WAC 132F-121-250, a respondent's enrollment status and rights as an enrolled student shall not be altered, on the basis of a disciplinary sanction imposed by the vice-president, until (a) the appeal period has run without a proper appeal being filed or (b) if there is an appeal, either that appeal has been withdrawn or the final order has been entered.

(5) If a respondent files a timely appeal of a probation or suspension that includes restrictions on contacts, communications, or campus access, the vice-president will ordinarily modify those restrictions as necessary to facilitate the respondent's preparation for the hearing.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-170, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-180 Student conduct committee.** (1) A student conduct committee at each college will hear all disciplinary cases at that college which are referred to it by the vice-president for student services or appealed to it by a student. For purposes of WAC 132F-108-020 and any other requirements, the district trustees and chancellor and each college president designate (a) the committee provided for herein to serve as presiding officer to hear the described student disciplinary matters and (b) the committee chair both to handle and decide procedural matters (as provided herein) and to preside at the hearing.

(2) This committee shall be composed of the following three members:

(a) One administrator or exempt employee, appointed by the college president;

(b) One member of the faculty, appointed by the college president; and

(c) One student, appointed by the president of the recognized student government organization.

(3) Each appointment shall be accompanied by the appointment of two alternates. Each member and alternate shall serve for the academic year or until a replacement is appointed, whichever is longer. When a member is not available for a hearing, the committee

chair shall designate an alternate to replace him/her for that hearing. If a member or alternate ceases to serve, a successor shall be promptly appointed. A member or alternate may be reappointed in any role.

(4) The administrator or exempt employee shall be the committee chair.

(5) (~~No employee who reports to, or is subject to the authority of, the vice president who handles student disciplinary matters may be a committee member, as further provided in RCW 34.05.458.~~) A committee member is subject to disqualification for bias, prejudice, interest, or as further provided in RCW 34.05.425.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-180, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-190 Student conduct committee hearings--In general.** (1) A respondent student has a right to a prompt, fair, and impartial hearing before the student conduct committee on a referral for, or timely appeal of, a disciplinary sanction, except as otherwise provided in these rules.

(2) Chapter 34.05 RCW and chapter 10-08 WAC govern committee proceedings and control in the event of any conflict with these rules.

The district's chapter 132F-108 WAC also governs committee proceedings.

(3) The chair of the committee shall give not less than seven days advance written notice of the hearing to all parties, as further specified in RCW 34.05.434 and WAC 10-08-040 and 10-08-045. The chair may shorten this notice period if both parties agree, and also may continue the hearing to a later time for good cause.

(4) The committee chair may provide to the committee members in advance of the hearing copies of (a) the vice-president for student service's notification of imposition of discipline (or referral to the committee) and (b) the notice of appeal (or any response to referral) by the respondent. If doing so, however, the chair should remind the members that these "pleadings" are not evidence of any facts they may allege.

(5) The committee chair is authorized to conduct prehearing conferences and/or to make prehearing decisions, except as overridden by majority vote of the committee, concerning the extent and forms of any discovery, issuance of protective orders, and similar procedural matters.

(6) Upon request made at least five days before the hearing by either the respondent or the vice-president, the two of them shall exchange, no later than the third day prior to the hearing, lists of potential witnesses and copies of potential exhibits that they reasonably expect to present in their respective cases, except impeachment or rebuttal evidence. Failure to participate in good faith in such a requested exchange may be cause for exclusion from the hearing of any witness or exhibit not disclosed, absent a showing

of good cause for such failure.

(7) The respondent and the vice-president may agree before the hearing to designate specific exhibits as admissible without objection and, if they do so, whether the committee chair may provide copies of these admissible exhibits to the committee members before the hearing.

(8) The vice-president shall provide reasonable assistance to the respondent, upon request, in obtaining relevant and admissible evidence that is within the college's control.

(9) Communications between committee members and other persons regarding any issue in the proceeding, other than procedural communications that are necessary to maintain an orderly process, are generally prohibited without notice and opportunity for all parties to participate, and any improper "ex parte" communication shall be placed on the record, as further provided in RCW 34.05.455.

(10) Each party may be accompanied at the hearing by a nonattorney assistant of his/her choice. A respondent may elect to be represented by an attorney, but will be deemed to have waived that right unless, at least four days before the hearing, written notice of the attorney's identity and participation is served on both the chair and the vice-president. If the respondent is represented by an attorney, the vice-president may also be represented by an attorney. If both the respondent and vice-president have counsel, the committee will ordinarily be advised by a separate assistant attorney general.

(11) Minor disciplinary actions imposing probation or suspension of ten instructional days or less and any conditions or

terms placed on the student may be conducted by a brief adjudicative proceeding in accordance with RCW 34.05.482 through 34.05.494.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-190, filed 7/28/03, effective 8/28/03.]

AMENDATORY SECTION (Amending WSR 03-16-015, filed 7/28/03, effective 8/28/03)

**WAC 132F-121-250 Summary ((and emergency)) suspensions.**

~~((1) As part of a suspension or expulsion, a summary suspension and/or an emergency suspension may be imposed in accordance with this section. All, or specified, rights as an enrolled student may be suspended.~~

~~(2) A summary suspension may be imposed when necessary to prevent or avoid immediate disruption, danger, or other harm to the educational process or to the health, safety, or welfare of any member(s) of the public, including the district community. The summary suspension may be ordered only after the respondent has been given oral or written notice of the charge(s) and, if he/she denies them, an explanation of the evidence and an opportunity to respond. The order shall be effective when served. A summary suspension may be ordered:~~

~~(a) For ten days or less, by the vice president, and/or~~

~~(b) For any time period through the final determination of a~~

~~respondent's appeal, by the student conduct committee, upon the written request of the vice president. The vice president shall serve a copy of this request on the respondent. Before entering its order, the committee shall hold an initial hearing, as it determines is appropriate.~~

~~(3) An emergency suspension may be ordered by the vice president under RCW 34.05.479 when necessary to prevent or avoid immediate danger to the health, safety, or welfare of any member(s) of the public, including the district community.~~

~~(a) Before ordering an emergency suspension, the vice president shall make reasonable effort to give the respondent oral or written notice of the charge(s) and, if the respondent denies such, an explanation of the evidence and an opportunity to respond.~~

~~(b) The vice president may order the emergency suspension only to the extent, and only for the time period, necessary to prevent or avoid the immediate danger, and only in compliance with RCW 34.05.479. The vice president shall serve the order on the respondent, or otherwise give him/her such notice as is practicable, and shall also serve a copy on the student conduct committee.~~

~~(c) After the emergency suspension order is served, the vice president and the committee shall proceed as quickly as feasible to complete the appeal proceeding.)~~ (1) A summary suspension is a temporary exclusion from specified college premises or denial of access to all activities or privileges for which the student might otherwise be eligible, during which an investigation and/or formal disciplinary procedures are pending.

Suspension may be imposed, if the vice-president for student

services or his/her designee(s) has cause to believe that any student:

(a) Has violated any provision of the code of conduct; and

(b) Presents an immediate danger to the health, safety or welfare of members of the college community; or

(c) If the student poses an ongoing threat of disruption of, or interference with, the operations of the college, that student may be summarily suspended.

(2) Notice. Any student who has been summarily suspended shall be served with written notice or verbal notice of the summary suspension. If such notice is made in writing, it shall be provided by certified mail and first class mail delivered to the student's last known address.

(3) The oral or written notice to the student shall include the reasons for summary suspension, duration of the summary suspension, and any possible additional disciplinary or corrective action that may be taken. The notification shall indicate that the student must appear before the vice-president of student services or designee for a summary suspension hearing at a time specified in the notice. If oral notice is given, written notice shall follow within two calendar days. In addition, the vice-president for student services or designee shall set a date for summary suspension hearing as soon as practicable.

(4) The student shall be given the opportunity to present written and/or oral evidence. The issue before the vice-president for student services or designee shall be whether probable cause exists to support and to continue the summary suspension.

(5) The vice-president for student services or designee shall issue a written order within two days of the informal hearing, including a brief statement of findings of fact, conclusions of law, and policy reasons for the decision to justify the determination of an immediate danger and the vice-president's decision to take the specific action.

(6) If a student who has been summarily suspended fails to appear for a summary suspension hearing, the vice-president for student services may order the suspension to remain in place pending the final disposition of the disciplinary process as provided in this section.

(7) The student may request a de novo review of the informal hearing decision before the student conduct committee. The review will be scheduled promptly. Either party may request the review to be consolidated with any other disciplinary proceeding arising from the same matter.

(8) Nothing herein shall prevent faculty members from taking summary action as may be reasonably necessary to maintain order in the classroom and/or prevent substantial disruption to the educational process. Such summary action in the form of removal from the classroom may not exceed one day per episode. Any such summary action may be appealed to the vice-president for student services for a brief adjudicative proceeding.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. 03-16-015, § 132F-121-250, filed 7/28/03, effective 8/28/03.]



Seattle  
**CENTRAL**  
Community  
College

**NORTH**  
Seattle  
Community  
College

**SOUTH**  
Seattle  
Community  
College

**SVI** Seattle  
Vocational  
Institute

Duwamish  
Apprenticeship  
& Education  
Center

NewHolly  
Learning  
Center

Sand Point  
Education  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** May 9, 2013

**SUBJECT:** Enrollment Report: *Enrollment of Recent High School Graduates at the Seattle Community Colleges*

### Background

This report provides data on recent high school graduates including enrollment into Seattle Community Colleges compared to other higher education institutions, demographic information, and course-taking, persistence and completion patterns compared to other state-funded students.

### 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:**

***Enrollment of Recent High School Graduates at the Seattle Community Colleges***

*This month's report provides data on the enrollment, demographic profile, course-taking and completion patterns of recent high school graduates at the Seattle Community Colleges.*

**BACKGROUND**

One of the priorities established by the Board of Trustees for 2013-2014 is to "Build relationship with the Seattle Public Schools." This enrollment report provides background information on recent high school graduates currently served by the Seattle Community Colleges, focusing specifically on Seattle Public Schools (SPS) students.

Information in this report is drawn primarily from the college Student Information System and from data compiled and released by the state's Education Research Data Center (ERDC). The most recent data they have released on the movement of students from high school to college is for the graduating class of 2010.

**HOW MANY RECENT HIGH SCHOOL GRADUATES DO WE ENROLL?**

Table 1 shows enrollment of the graduating class of 2010 at the Seattle Community Colleges in the year following graduation. District-wide, we enrolled 1,030 recent high school graduates in 2010-11, 560 of which (54%) came from the Seattle Public Schools. Our college district is unusual in that almost 70% of our recent high school graduate enrollments come from just three school districts. Most colleges in Washington draw from more school districts. Recent High School graduates made up just 3% of all state-funded students in 2010-11, among the lowest rate of any community college district in Washington.

Table 1

**Enrollment of 2010 High School Graduates at Seattle Community Colleges**

College	Seattle Public Schools	Highline School District	Shoreline School District	All Other School Districts (n = 80)	Total
North	136	5	32	56	229
Central	277	13	10	186	486
South	137	82	0	74	293
SVI	10	5	0	7	22
<b>Total Seattle District</b>	<b>560</b>	<b>105</b>	<b>44</b>	<b>321</b>	<b>1,030</b>

Source: Seattle Community Colleges from ERDC data.

**WHERE DO SEATTLE PUBLIC SCHOOL STUDENTS GO AFTER GRADUATION?**

Table 2 below provides college enrollment summary data for the Seattle Public Schools graduating class of 2010, for the year following graduation. Of the 2,608 graduates that year, 71% enrolled in college in 2010-11, 21% at the Seattle Community Colleges. Ten percent enrolled in other community or technical colleges in Washington, 39% went to Washington 4-year institutions, private, or out-of-state colleges and universities, and 29% of SPS graduates did not enroll in college in the year following graduation.

Table 2  
**Seattle Public Schools Enrollment in College, Class of 2010**

	SPS Grads (2010)	Enrolled in College	Enrolled at one of the SCCD Colleges	Enrolled at Other WA CTCs	Enrolled at WA 4- Years/ Privates/ Out-of- State	Not Enrolled in College
<b>Number</b>	2,608	1,854	560	269	1,025	754
<b>Percent</b>	100%	71%	21%	10%	39%	29%

Source: Seattle Community College from ERDC data.

Table 3 below breaks up the Seattle Public High Schools into three areas corresponding to the three Seattle Community College catchment areas. This table shows that the largest number of high school graduates, college enrollments, and SCCD enrollments come from north end high schools (north of the ship canal). This area also has the highest number of graduates not enrolled in college after graduation. The South end has the lowest college-going rate and the highest percentage of students not enrolled in college after graduation.

Table 3  
**Enrollment of 2010 Seattle Public High School Graduates by College Catchment Area, 2010-11**

Catchment Area	SPS Grads (2010)	Enrolled in College	Enrolled at one of the SCCD Colleges	Enrolled at Other WA CTCs	Enrolled at WA 4- Years/ Privates/ Out-of- State	Not Enrolled in College
North	1,197	893	219	155	592	304
	100%	75%	18%	13%	49%	17%
Central/SVI	777	569	173	91	351	203
	100%	73%	22%	12%	45%	26%
South	644	397	101	77	187	247
	100%	62%	16%	12%	29%	38%

Note: Some students may have enrolled in multiple colleges during the year.

Source: Seattle Community College from ERDC data.

**HOW DOES THE DEMOGRAPHIC PROFILE OF RECENT HIGH SCHOOL GRADUATES COMPARE WITH OTHER STUDENTS?**

Table 4 below shows that as a group, SPS graduates are more diverse than SCCD state-funded college students. African-American and Asian students are over-represented among graduates enrolling in community colleges as compared to all SPS graduates, and Caucasian students are under-represented. Similarly, male graduates are over-represented at community colleges. Recent SPS high school graduates that go on to community college are more likely to be economically disadvantaged than all SPS graduates. Not shown in Table 4 is additional research indicating that at the Seattle Community Colleges, 36% of recent high school graduates receive need-based financial aid, as compared to 22% of all state-funded students.

Table 4  
**Comparison of Student Characteristics, SPS Graduates, 2-Year College-Goers,  
 and SCCD State-Funded Students**

Characteristic	2010 SPS High School Graduates	2010-11 SPS Graduates Enrolled at 2-Year Colleges	All 2010-11 SCCD State-Funded Students
<b>Race/Ethnicity</b>			
Caucasian	45%	37%	49%
Asian/Pacific Islander	21%	27%	18%
Hispanic	9%	8%	9%
African-American	21%	27%	16%
American Indian/Alaskan Native	1%	1%	1%
Other or Multiple Race	1%	1%	6%
<b>Gender</b>			
Female	50%	46%	54%
Male	50%	54%	46%
<b>Low Income</b>			
Free or Reduced Lunch	35%	40%	N/A

Source: Seattle Community Colleges from ERDC data, SBCTC, and college student data system.

**HOW DO THE COURSE-TAKING PATTERNS, PERSISTENCE, AND COMPLETION RATES OF RECENT HIGH SCHOOL GRADUATES COMPARE WITH OTHER STUDENTS?**

Nearly all recent high school graduates that enroll at community colleges enroll in state-funded classes with either workforce education or academic transfer intent. As Table 5 indicates, recent high school students are more than twice as likely as state-funded students overall to have academic transfer intent (enrolled in A.A. or A.S. degree programs). They are also twice as likely as state-funded workforce and academic transfer students to be full-time students. Because they are predominantly full-time, their persistence rates are higher, with 42% enrolling three quarters after starting (fall to fall retention for most students) compared to 29% of state-funded students with transfer or workforce intent. As Table 5 indicates, recent high school students are more likely than other students to transfer to another institution or earn a degree or certificate from an SCCD college.

Table 5  
**Comparison of Student Progress for Recent High School Graduates and All State-Funded Workforce and Academic Transfer Students, 2007-08 Cohort**

Statistic	Recent High School Graduates	All State-Funded Workforce and Academic Transfer Intent Students
% Academic Transfer Students	65%	25%*
% Full Time	65%	33%
% Persisted to 4 <sup>th</sup> Quarter	42%	29%
Transferred to Another College/ University in 4 Years	47%	35%
Earned Degree or Certificate in 4 Years	22%	14%

\*Percentage of all state-funded students regardless of intent.

Source: Seattle Community Colleges from college student data system.

**CONCLUSION**

Only about 3% of Seattle Community College students are recent high school graduates. The Seattle Community Colleges draw from over 80 school districts, but more than half come from the Seattle Public Schools and 70% come from just three school districts. Nearly 30% of SPS graduates do not go on to college in the year after graduation, and an additional 10% go to other community and technical colleges, so there is room to expand outreach to this group of over 1,000 SPS graduates. Recent high school students are more diverse, more likely to be full time, and more likely to persist and complete than other comparable state-funded students.

# Seattle Community Colleges District VI

North Seattle Community College  
Seattle Central Community College  
Seattle Vocational Institute  
South Seattle Community College

## Workforce Planning & Development

Report to the Board of Trustees—May 2013



**STUDENT SUCCESS  
PARTNERSHIPS  
INNOVATION**

*Prepared by Seattle Community Colleges District Employee Services Division*

## **INTRODUCTION**

In years past, all state agencies, and most other employers were required to develop Affirmative Action Plans in compliance with state and federal laws and regulations against discrimination in the work place.

These Affirmative Action Plans included complex analysis of racial and ethnicity demographic and potential utilization statistics to determine goals/quotas for recruitment and hiring to demonstrate compliance, and annual outcomes reports to the respective agencies.

More recently, for a variety of reasons, including a series of voter initiatives, I-200, etc., Affirmative Action Planning and reporting has become a perfunctory exercise, with the removal of the “compliance” context.

## **FROM COMPLIANCE TO STRATEGY**

The goals of workforce diversity have evolved from a purely compliance model, to become an intrinsic organizational value, which is also a fundamentally sound business strategy within the broader context of overall workforce planning. This shift in emphasis is clearly aligned with the District’s strategic objective to “Increase employee diversity to be more reflective of the greater Seattle Community and King County”. The District’s overall employee diversity is right on target with that objective, as indicated by this excerpt from the attached workforce diversity report.

Total Minority:

- SCCD 35.1%
- King County 37.3%
- City of Seattle 34.6%

While our progress on the strategic objective is definitely a pride point, we continue to have specific areas of concern with under-representation in segments of our workforce, most notably, full-time tenured faculty, part-time faculty, and academic deans. In collaboration with and support of the college presidents, we have initiated a number of proactive strategies to address recruitment challenges, and to ensure that our internal screening and hiring practices are part of the solution and not the problem. We have also formalized dialogue and strategies to partner with the AFT, with whom we share a mutual interest in this objective, to help move the diversity needle for the district’s faculty.

Employee Services will continue to report on workforce diversity demographics and strategy outcomes as an important element of the overall workforce planning dashboard in order to:

- Benchmark where the District stands in regard to the alignment of its workforce demographics with those of the student populations we serve.

- Compare the District with other higher education institutions, locally and state-wide, and with general population demographics within the state, city, and county.
- Inform the District of its progress in attracting and retaining diverse employees and identify opportunities for improvement.

To more effectively address diversity within our faculty and academic deans, we have upgraded and redirected our recruitment resources as follows:

- Shifted our strategies to deploy a more proactive, outreach model.
- Formalized dialogue and strategy discussions with the AFT to remove internal and/or contractual barriers to the screening and hiring of diverse faculty.
- Developed pipeline sources and collaborative partnerships with community based organizations and four-year institutions.
- Centralized strategies for leveraging campus-hosted events to directly market the District's interest in diverse candidates for faculty and other staff positions.

### ***WORKFORCE PLANNING & DEVELOPMENT***

2007 was the last year in which state-funded COLAs were allocated for faculty and exempt employees, and it has been nearly as long for Classified employees. From 2008 through late 2011, the unemployment rate hovered around nine to ten percent, and people who were fortunate enough to still have jobs were grateful, even in the wake of continuous wage freezes and/or cuts.

State agencies in particular were the “beneficiaries” of the recessive economy from the standpoint of being able to retain top talent at a “discount” and were able to hold their own with the private sector due to the absence of talent flight for better wages and benefits.

Proactive recruitment and retention strategies weren't exactly burning brightly on our radar screens during that period. However, by all indicators, including shifting enrollment realities, vagaries of the legislative agenda, an improving private sector market for cross-over jobs, and of course the internal dynamics that impact the District's workforce, it has become imperative that the District engage in a more proactive, strategic approach to managing its most important and costly asset— its workforce.

Workforce planning is a cyclic process composed of five primary components:

- **Needs Assessment**
- **Recruitment**
- **Employee Development**
- **Retention**
- **Resources & Infrastructure**

#### **Needs Assessment**

- Defining and categorizing the current and future skills, competencies, and abilities that will be needed throughout the District.
- Identifying the key positions and/or areas of knowledge that are mission critical now and in the future—and developing strategies to insure the bench strength needed.
- Defining the District's compensation philosophy, and where we need to be in our market.
- Staffing structures—appropriate mix of full-time, part-time, hourly, on-line, and traditional.
- Leadership development/talent management strategies and programs.

### **Recruitment**

- Diversity for full-time tenured and part-time faculty positions, key academic leadership positions.
- Operational infrastructure for selecting and hiring—formal collaboration with the AFT to support diverse hiring objectives—innovative deployment of search processes, etc.
- Alignment with District Marketing and Branding strategies— to be a destination employer.
- Better understanding and leverage of our competitive local market—untapped, and non-traditional approaches that create early interest in careers within the District.

### **Employee Development**

- Performance management culture that aligns with employee and college goals—also known as employee engagement.
- Development of a 'Leadership Cohort' to engage high-potential staff and faculty in a year-long professional development program.
- Enhanced employee training availability on campus, locally, and on-line.

### **Retention**

- Rewards and recognition—a major untapped resource to hard-wire non-monetary expressions of employee valuing and appreciation.
- Compensation and benefits—resolve to compete for and retain the talents we need.
- Connection and engagement with mission.
- Train managers to coach employee performance and self-development.
- Career growth and leadership preparedness.

### **Resources & Infrastructure**

- Exempt salary range and pay grade restructuring—fair and consistent compensation management.
- Improved online evaluation system.
- Lean process improvement for hiring—exportable learning across the District.
- Updating policies and procedures.
- Mandatory compliance training.
- Connecting with and supporting college based initiatives.
- Online Employee Guide.

# Seattle Community Colleges

Quarterly Financial Report  
Period Ending March 31, 2013



## District Summary

### Overview

The Seattle Community Colleges' (SCC) expenditures are on track for third quarter FY 2012-2013, although slightly ahead of this time last year.

- The financial health of the colleges is strong with spending in line with budget, strong grants adequate reserves in line with Board Policy.
- The colleges continue to make expenditure choices focused on student success, strategic priorities and highest need.
- Tuition revenue continues to be below target due to the decline in enrollment.

### Key Financial Informational Items

- **Operating Budget:** Total expenditures for general operations are at 66.5% through March, 2013. This compares to 64.1% through March, 2012.
- **International Programs:** Continued growth in the number of International Students has brought in revenue that is \$2.8M above the previous year for this same time period and remains a substantial revenue stream for the colleges.
- **Intensive English:** This program has already met the revenue target for the full year and will continue to generate additional revenue for the remainder of this fiscal year. The revenue earned year-to-date is \$7.3M

### Tuition Revenue Update

- Enrollment is currently 8.8% below our target across the district. Due to this shortfall, SCC is forecasting a tuition revenue shortfall of approximately \$1M for this fiscal year.

### Operating Budget (State Funding and Tuition)

- The total of all operating expenditures through this fiscal quarter is 66.5% of budget. Compared to the previous year, total expenditures are closely aligned with expenses at this time last year. There is a small increase of \$530k as compared to last year. This increase is primarily due to Plant Operations expenses being partially inflated due to a delay in a transfer of state funds.
- Labor costs are aligned with last year at this time. Labor & Benefits expenses are currently \$64.5M, and the colleges have spent 71% of the budgeted amount for salaries and benefits, which corresponds to 75% of the year.

- Expenditures in Goods & Services (Non-Labor expenses) are currently at \$10.3M which is 47% of the annual amount budgeted for these expenses, which include purchased goods, travel, services, equipment, and reserves. This compares to 39.9% through March, 2012.

### Non-Operating Budgets

- **Grants & Contracts**

- **Grants:** Total Active Grants for SCC is \$33.7M and remains a funding source to supplement our student support and programmatic efforts.
- **Running Start** revenue is lower this year compared to last year at this time.

- **Dedicated & Self Support**

- **Dedicated Student Fees** revenue and cash balance remain strong.
- **Continuing Education** YTD revenue and expenditures are above last year at this time, which continues to demonstrate deliberate leadership by the Continuing Education programs to keep fiscally viable during the tough economic times. Current quarter ending cash balance is \$165K above last year and continues to increase from last quarter.
- **Instructional Retail** cash balance includes several categories. These funds are monitored by each college and include deficits in Food Service for South.

- **Other Funds**

- **Associated Student Fees** revenue is consistent with last year at this time as correlates to lower enrollment numbers and the tuition increase.
- **The Food Services** fund cash balance remains negative and North campus is continuing to work to reverse that trend.
- **Auxiliary Enterprise** revenue is up by approximately \$3.9M compared to the previous year this includes the recent sale of a marine vessel by Seattle Maritime. Auxiliary Enterprise category includes Facility Rentals, Food Services (Central & South), SCC-TV, Intensive English, and other miscellaneous self-support programs.
- The Agency category includes funds that are held on behalf of other funds/agencies and funds that held before clearing or transfer to other funds/agencies. YTD accruals are primarily tuition for the prior fiscal year that will clear or have cleared in the current year.

### Capital Budgets

- **Capital Appropriations** remain strong for SCC. Central has just about completed the Wood Construction Center. South has the Wine building remodel near completion. North remodel of the Technology Center is about 35% completed. Current major projects for SCC total close to \$59.5M.

### Reserves

- Per SCCD Policy 608, the Colleges and the District Office continue to maintain accounts as required. Total reserve for the District is at approximately 10% of the aggregate total of annualized expenditures.

**SEATTLE COMMUNITY COLLEGES  
DISTRICT SUMMARY - QUARTERLY FINANCIAL REPORT  
FOR THE PERIOD ENDING MARCH 31, 2013**

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	FY Budget	Budget as % of Total	YTD Expenditure	FY Balance	Exp as % of Budget	FY Budget	Budget as % of Total	YTD Expenditure	FY Balance	Exp as % of Budget		
Instruction	\$ 63,828,696	56.7%	\$ 43,729,302	\$ 20,099,394	68.5%	\$ 64,780,102	55.9%	\$ 44,282,890	\$ 20,497,212	68.4%		
Contingency & Reserves	\$ 4,952,986	4.4%	\$ -	\$ 4,952,986	0.0%	\$ 6,614,339	5.7%	\$ -	\$ 6,614,339	0.0%		
Library	\$ 2,452,381	2.2%	\$ 1,710,291	\$ 742,090	69.7%	\$ 2,593,403	2.2%	\$ 1,799,641	\$ 793,762	69.4%		
Student Services	\$ 11,782,896	10.5%	\$ 8,379,943	\$ 3,402,953	71.1%	\$ 12,077,734	10.4%	\$ 8,776,469	\$ 3,301,265	72.7%		
Institutional Support	\$ 17,496,585	15.5%	\$ 12,284,994	\$ 5,211,591	70.2%	\$ 17,450,942	15.1%	\$ 11,351,017	\$ 6,099,925	65.0%		
Plant Operations	\$ 12,015,012	10.7%	\$ 8,675,304	\$ 3,339,708	72.2%	\$ 12,371,719	10.7%	\$ 8,037,503	\$ 4,334,216	65.0%		
<b>GROSS TOTAL</b>	\$ 112,528,556	100.0%	\$ 74,779,833	\$ 37,748,723	66.5%	\$ 115,888,239	100.0%	\$ 74,247,520	\$ 41,640,719	64.1%		

NON-OPERATING BUDGET GRANTS & CONTRACTS	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	June 30, 2012 Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Mar 31, 2013 Cash Balance	June 30, 2013 Cash Balance	June 30, 2011 Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Mar 31, 2012 Cash Balance	
Running Start	\$ 1,872,438	\$ 1,521,222	\$ 1,663,861	\$ 369,249	\$ 2,099,048	\$ 1,886,207	\$ 1,717,920	\$ 1,794,633	\$ (692,273)	\$ (692,273)	\$ 1,117,221	
International Students	\$ 13,179,610	\$ 19,229,404	\$ 10,452,808	\$ (3,901,196)	\$ 18,055,009	\$ 10,294,123	\$ 16,372,300	\$ 10,296,132	\$ (3,953,938)	\$ (3,953,938)	\$ 12,416,353	
Other Grants & Contracts	\$ 4,370,172	\$ 8,404,687	\$ 10,378,926	\$ 4,638,064	\$ 7,033,997	\$ 6,809,361	\$ 11,371,670	\$ 13,340,004	\$ 2,610,386	\$ 2,610,386	\$ 7,451,413	
<b>TOTAL</b>	19,422,220	\$ 29,155,313	\$ 22,495,595	\$ 1,106,117	\$ 27,188,055	18,989,691	\$ 29,461,890	\$ 25,430,769	\$ (2,035,825)	\$ (2,035,825)	\$ 20,984,987	

DEDICATED & SELF SUPPORT	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	June 30, 2012 Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Mar 31, 2013 Cash Balance	June 30, 2013 Cash Balance	June 30, 2011 Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Mar 31, 2012 Cash Balance	
Dedicated Student Fees	\$ 5,241,989	\$ 4,034,199	\$ 2,930,513	\$ (1,091,728)	\$ 5,253,946	\$ 4,904,957	\$ 4,179,324	\$ 2,685,251	\$ (873,478)	\$ (873,478)	\$ 5,525,552	
Excess Enrollment	\$ 1,934,496	\$ -	\$ 658,688	\$ 241	\$ 1,276,049	\$ 2,357,721	\$ (211,743)	\$ 185,121	\$ (21,899)	\$ (21,899)	\$ 1,938,958	
Instructional Retail & Misc	\$ 164,439	\$ 924,328	\$ 1,141,504	\$ (68,536)	\$ (121,273)	\$ (117,104)	\$ 1,076,088	\$ 1,233,024	\$ (62,640)	\$ (62,640)	\$ (336,680)	
Miscellaneous Accounts	\$ 4,284,121	\$ 2,077,431	\$ 1,785,620	\$ 133,543	\$ 4,709,474	\$ 3,649,535	\$ 2,385,829	\$ 1,455,387	\$ 53,223	\$ 53,223	\$ 4,633,200	
Continuing Education	\$ 536,452	\$ 1,411,443	\$ 973,612	\$ (182,683)	\$ 791,600	\$ 515,834	\$ 1,272,070	\$ 999,969	\$ (161,872)	\$ (161,872)	\$ 626,063	
<b>TOTAL</b>	12,161,497	\$ 8,447,401	\$ 7,489,937	\$ (1,209,163)	\$ 11,909,798	11,310,943	\$ 8,701,568	\$ 6,558,752	\$ (1,066,666)	\$ (1,066,666)	\$ 12,387,093	

OTHER FUNDS	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	June 30, 2012 Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Mar 31, 2013 Cash Balance	June 30, 2013 Cash Balance	June 30, 2011 Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Mar 31, 2012 Cash Balance	
Associated Students	\$ 4,382,973	\$ 3,406,125	\$ 2,389,091	\$ 1,181	\$ 5,401,187	\$ 3,960,310	\$ 3,552,419	\$ 2,418,766	\$ (51,631)	\$ (51,631)	\$ 5,042,332	
Bookstore	\$ 3,177,331	\$ 949,727	\$ 664,809	\$ (20,404)	\$ 3,441,844	\$ 2,885,791	\$ 988,763	\$ 706,327	\$ (13,350)	\$ (13,350)	\$ 3,154,877	
Parking & TMP	\$ 2,095,253	\$ 1,941,120	\$ 1,845,891	\$ (101,678)	\$ 2,088,805	\$ 2,436,646	\$ 1,725,437	\$ 1,764,578	\$ (131,927)	\$ (131,927)	\$ 2,265,578	
Food Services	\$ 11,481	\$ 701,988	\$ 727,050	\$ (260,528)	\$ (274,109)	\$ (210,857)	\$ 693,710	\$ 680,476	\$ (6,984)	\$ (6,984)	\$ (204,607)	
Auxiliary Enterprises	\$ 8,670,639	\$ 13,037,296	\$ 6,889,943	\$ (1,300,414)	\$ 13,517,578	\$ 7,215,748	\$ 9,044,309	\$ 5,908,671	\$ (776,430)	\$ (776,430)	\$ 9,574,956	
Student Housing	\$ 489,184	\$ 573,218	\$ 559,540	\$ (68,712)	\$ 434,150	\$ 526,246	\$ 543,006	\$ 509,213	\$ (68,039)	\$ (68,039)	\$ 492,000	
Agency	\$ 8,061,293	\$ 876,732	\$ 217,972	\$ (5,362,070)	\$ 3,357,983	\$ 9,152,643	\$ 1,183,513	\$ 183,394	\$ (7,314,907)	\$ (7,314,907)	\$ 2,837,855	
Motor Pool & Printing	\$ 106,452	\$ 229,978	\$ 183,588	\$ (9,208)	\$ 143,634	\$ 112,099	\$ 216,705	\$ 224,530	\$ (19,733)	\$ (19,733)	\$ 84,541	
<b>TOTAL</b>	26,994,606	\$ 21,716,182	\$ 13,477,884	\$ (7,121,833)	\$ 28,111,071	26,078,626	\$ 17,947,862	\$ 12,395,955	\$ (8,383,001)	\$ (8,383,001)	\$ 23,247,532	

<b>TOTAL RESERVES</b>	\$ 11,196,226	% of Total District Budget	6.0%
<b>TOTAL RESERVES</b>	\$ 11,196,226	% of Operating Budget	9.7%

	\$ 11,216,495	% of Operating Budget	5.9%
	\$ 11,216,495	% of Operating Budget	9.7%

DISTRICT SUMMARY - QUARTERLY FINANCIAL REPORT (Page 2)

ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13			FISCAL YEAR 2011-12		
	FY Target	YTD Actual	Actual as % of Target	FY Target	YTD Actual	Actual as % of Target
Tuition Collection	\$ 34,999,021	\$ 31,089,367	88.8%	\$ 34,999,021	\$ 29,710,143	84.9%
Running Start	\$ 2,626,524	\$ 1,521,222	57.9%	\$ 2,624,000	\$ 1,717,920	65.5%
International Students	\$ 16,452,546	\$ 19,229,404	116.9%	\$ 14,692,783	\$ 16,372,300	111.4%
Intensive English	\$ 4,952,756	\$ 7,315,670	147.7%	\$ 4,834,117	\$ 5,858,563	121.2%
Indirects	\$ 2,005,018	\$ 2,512,870	125.3%	\$ 1,955,018	\$ 2,268,178	116.0%

OPERATING BUDGET CATEGORIES*	FISCAL YEAR 2012-13			FISCAL YEAR 2011-12				
	FY Budget	Budget as % of Total	YTD Expenditure	Exp as % of Budget	FY Budget	Budget as % of Total	YTD Expenditure	Exp as % of Budget
FT Faculty	\$ 17,444,062	15.5%	\$ 10,932,335	62.7%	\$ 17,478,065	15.2%	\$ 10,838,282	62.0%
Faculty Stipend	\$ 977,188	0.9%	\$ 499,049	51.1%	\$ 886,166	0.8%	\$ 598,142	67.5%
PT / Pro Rata Faculty	\$ 19,996,035	17.8%	\$ 15,023,129	75.1%	\$ 20,367,320	17.7%	\$ 15,009,659	73.7%
Classified	\$ 14,872,453	13.2%	\$ 10,234,874	68.8%	\$ 15,112,710	13.2%	\$ 10,881,310	72.0%
Exempt	\$ 12,849,424	11.4%	\$ 9,631,617	75.0%	\$ 12,609,582	11.0%	\$ 9,246,888	73.3%
Overtime	\$ 22,936	0.02%	\$ 164,011	715.1%	\$ 22,336	0.0%	\$ 59,045	264.3%
Hourly, Students & Other	\$ 1,775,006	1.6%	\$ 1,841,086	103.7%	\$ 1,685,754	1.5%	\$ 1,295,058	76.8%
Benefits	\$ 22,636,554	20.1%	\$ 16,126,556	71.2%	\$ 23,184,741	20.2%	\$ 16,916,535	73.0%
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 90,573,658</b>	<b>80.5%</b>	<b>\$ 64,452,657</b>	<b>71.2%</b>	<b>\$ 91,346,674</b>	<b>79.5%</b>	<b>\$ 64,844,919</b>	<b>71.0%</b>
Goods & Services	\$ 11,554,062	10.3%	\$ 6,846,104	59.3%	\$ 11,288,277	9.8%	\$ 6,450,790	57.1%
Travel	\$ 300,697	0.3%	\$ 151,189	50.3%	\$ 298,719	0.3%	\$ 110,519	37.0%
Equipment	\$ 1,098,403	1.0%	\$ 903,878	82.3%	\$ 1,327,197	1.2%	\$ 793,957	59.8%
Personal Services	\$ 271,767	0.2%	\$ 23,318	8.6%	\$ 305,131	0.3%	\$ 37,385	12.3%
Contingency & Reserves	\$ 4,952,986	4.4%	\$ -	0.0%	\$ 6,610,943	5.8%	\$ -	0.0%
Others	\$ 3,776,983	3.4%	\$ 2,402,686	63.6%	\$ 3,711,298	3.2%	\$ 2,009,950	54.2%
<b>Subtotal Non-Labor</b>	<b>\$ 21,954,898</b>	<b>19.5%</b>	<b>\$ 10,327,175</b>	<b>47.0%</b>	<b>\$ 23,541,565</b>	<b>20.5%</b>	<b>\$ 9,402,601</b>	<b>39.9%</b>
<b>GROSS BUDGET</b>	<b>\$ 112,528,556</b>	<b>100.0%</b>	<b>\$ 74,779,832</b>	<b>66.5%</b>	<b>\$ 114,888,239</b>	<b>100.0%</b>	<b>\$ 74,247,520</b>	<b>64.6%</b>

\* Operating Budget Accts Only - excluding Self-Support and Local Funds

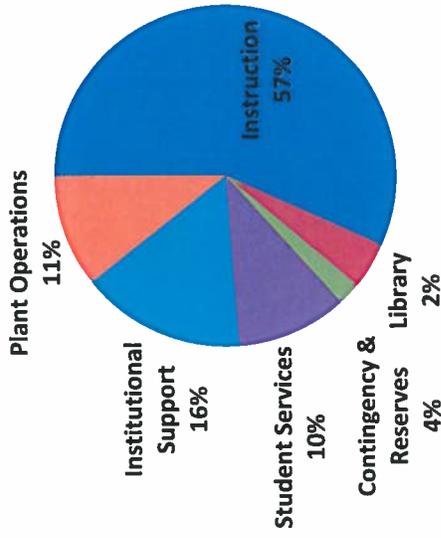
ANALYSIS/NOTES:

Overview

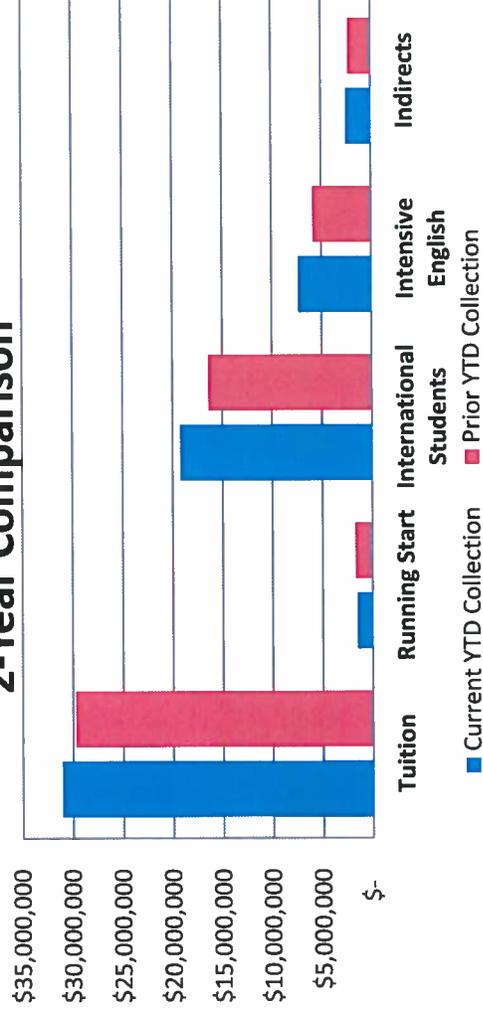
The Seattle Community Colleges' (SCC) expenditures are on track for third quarter FY 2012-2013, although slightly ahead of this time last year.

- The financial health of the colleges is strong with spending in line with budget, strong grants adequate reserves in line with Board Policy.
- The colleges continue to make expenditure choices focused on student success, strategic priorities and highest need.
- Tuition revenue continues to be below target due to the decline in enrollment.

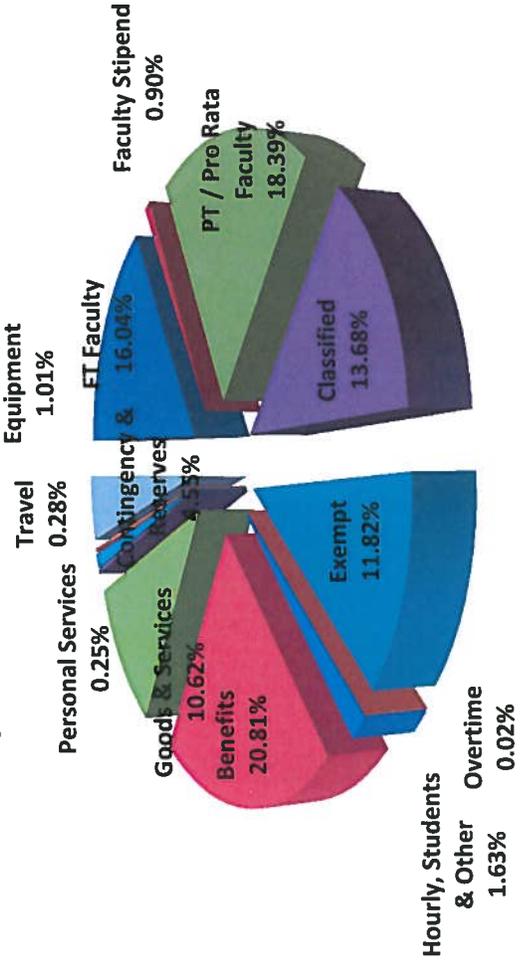
## SCCD Operating Budget



## LOCAL REVENUE SOURCES 2-Year Comparison



# Operating Budget Categories



**SEATTLE COMMUNITY COLLEGES  
CENTRAL CAMPUS - QUARTERLY FINANCIAL REPORT  
FOR THE PERIOD ENDING MARCH 31, 2013**

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13				FISCAL YEAR 2011-12				Exp as % of Budget	
	FY Budget	Budget as % of Total	YTD Expenditure	FY Balance	Exp as % of Budget	FY Budget	Budget as % of Total	YTD Expenditure		FY Balance
Instruction	\$ 25,080,671	64.3%	\$ 17,159,654	\$ 7,921,017	68.4%	\$ 26,090,778	64.2%	\$ 17,339,586	\$ 8,751,192	66.5%
Contingency & Reserves	\$ 37,120	0.1%	\$ -	\$ 37,120	0.0%	\$ 575,750	1.4%	\$ -	\$ 575,750	0.0%
Library	\$ 977,129	2.5%	\$ 610,325	\$ 366,804	62.5%	\$ 979,430	2.4%	\$ 596,018	\$ 383,412	60.9%
Student Services	\$ 4,584,768	11.8%	\$ 3,148,166	\$ 1,436,602	68.7%	\$ 4,749,560	11.7%	\$ 3,137,864	\$ 1,611,696	66.1%
Institutional Support	\$ 3,659,827	9.4%	\$ 2,449,513	\$ 1,210,314	66.9%	\$ 3,550,360	8.7%	\$ 2,283,665	\$ 1,266,695	64.3%
Plant Operations	\$ 4,649,084	11.9%	\$ 3,230,419	\$ 1,418,665	69.5%	\$ 4,684,983	11.5%	\$ 2,984,417	\$ 1,700,566	63.7%
<b>GROSS TOTAL</b>	\$ 38,988,599	100.0%	\$ 26,598,077	\$ 12,390,522	68.2%	\$ 40,630,861	100.0%	\$ 26,341,550	\$ 14,289,311	64.8%

GRANTS & CONTRACTS	June 30, 2012				June 30, 2011				Mar 31, 2013				June 30, 2011				Mar 31, 2012				
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance
Running Start	\$ 499,571	\$ 655,840	\$ 830,814	\$ 122,599	\$ 447,197	\$ 1,852,266	\$ 1,440,890	\$ (419,413)	\$ 1,852,266	\$ 1,878,361	\$ 1,124,579	\$ (270,030)	\$ 1,511,811	\$ 1,878,361	\$ 1,124,579	\$ (270,030)	\$ 1,995,563	\$ 1,878,361	\$ 1,124,579	\$ (270,030)	\$ 1,995,563
International Students	\$ 3,683,075	\$ 10,806,817	\$ 6,245,357	\$ (2,263,092)	\$ 5,981,443	\$ 523,306	\$ 83,653	\$ 240	\$ 5,981,443	\$ 8,834,840	\$ 5,777,737	\$ (2,558,523)	\$ 2,546,765	\$ 8,834,840	\$ 5,777,737	\$ (2,558,523)	\$ 3,045,345	\$ 8,834,840	\$ 5,777,737	\$ (2,558,523)	\$ 3,045,345
Other Grants & Contracts	\$ 1,279,785	\$ 2,411,464	\$ 2,518,694	\$ 2,372,508	\$ 3,545,063	\$ 86,099	\$ 563,924	\$ (25,480)	\$ 3,545,063	\$ 4,838,818	\$ 6,864,933	\$ 1,325,882	\$ 4,732,039	\$ 4,838,818	\$ 6,864,933	\$ 1,325,882	\$ 4,031,806	\$ 4,838,818	\$ 6,864,933	\$ 1,325,882	\$ 4,031,806
<b>TOTAL</b>	\$ 5,462,431	\$ 13,874,121	\$ 9,594,864	\$ 232,015	\$ 9,973,703	\$ 3,433,002	\$ 3,090,469	\$ (468,461)	\$ 9,973,703	\$ 14,369,512	\$ 13,431,240	\$ (1,534,551)	\$ 7,879,665	\$ 14,369,512	\$ 13,431,240	\$ (1,534,551)	\$ 7,283,386	\$ 14,369,512	\$ 13,431,240	\$ (1,534,551)	\$ 7,283,386

DEDICATED & SELF SUPPORT	June 30, 2012				June 30, 2011				Mar 31, 2013				June 30, 2011				Mar 31, 2012				
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance
Dedicated Student Fees	\$ 1,833,539	\$ 1,879,030	\$ 1,440,890	\$ (419,413)	\$ 1,852,266	\$ 1,879,030	\$ 1,440,890	\$ (419,413)	\$ 1,852,266	\$ 1,878,361	\$ 1,124,579	\$ (270,030)	\$ 1,511,811	\$ 1,878,361	\$ 1,124,579	\$ (270,030)	\$ 1,995,563	\$ 1,878,361	\$ 1,124,579	\$ (270,030)	\$ 1,995,563
Excess Enrollment	\$ 606,719	\$ -	\$ 83,653	\$ 240	\$ 523,306	\$ -	\$ 83,653	\$ 240	\$ 523,306	\$ -	\$ 148,858	\$ (23,201)	\$ 781,963	\$ -	\$ 148,858	\$ (23,201)	\$ 609,904	\$ -	\$ 148,858	\$ (23,201)	\$ 609,904
Instructional Retail Activity	\$ 470,504	\$ 204,999	\$ 563,924	\$ (25,480)	\$ 86,099	\$ 204,999	\$ 563,924	\$ (25,480)	\$ 86,099	\$ 195,249	\$ 286,302	\$ 5,026	\$ 18,990	\$ 195,249	\$ 286,302	\$ 5,026	\$ (67,037)	\$ 195,249	\$ 286,302	\$ 5,026	\$ (67,037)
Miscellaneous Accounts	\$ 940,465	\$ 851,034	\$ 770,537	\$ 13,396	\$ 1,034,358	\$ 851,034	\$ 770,537	\$ 13,396	\$ 1,034,358	\$ 905,677	\$ 703,401	\$ (24,437)	\$ 744,580	\$ 905,677	\$ 703,401	\$ (24,437)	\$ 922,419	\$ 905,677	\$ 703,401	\$ (24,437)	\$ 922,419
Continuing Education	\$ 78,863	\$ 497,939	\$ 231,465	\$ (37,205)	\$ 308,132	\$ 497,939	\$ 231,465	\$ (37,205)	\$ 308,132	\$ 346,335	\$ 268,935	\$ (33,470)	\$ 86,191	\$ 346,335	\$ 268,935	\$ (33,470)	\$ 130,121	\$ 346,335	\$ 268,935	\$ (33,470)	\$ 130,121
<b>TOTAL</b>	\$ 3,930,090	\$ 3,433,002	\$ 3,090,469	\$ (468,461)	\$ 3,804,161	\$ 3,433,002	\$ 3,090,469	\$ (468,461)	\$ 3,804,161	\$ 3,325,622	\$ 2,532,075	\$ (346,112)	\$ 3,143,535	\$ 3,325,622	\$ 2,532,075	\$ (346,112)	\$ 3,590,970	\$ 3,325,622	\$ 2,532,075	\$ (346,112)	\$ 3,590,970

OTHER FUNDS	June 30, 2012				June 30, 2011				Mar 31, 2013				June 30, 2011				Mar 31, 2012				
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance
Associated Students	\$ 1,461,919	\$ 1,113,307	\$ 917,268	\$ 9,740	\$ 1,667,697	\$ 1,113,307	\$ 917,268	\$ 9,740	\$ 1,667,697	\$ 1,376,917	\$ 878,569	\$ (8,383)	\$ 1,328,495	\$ 1,376,917	\$ 878,569	\$ (8,383)	\$ 1,818,460	\$ 1,376,917	\$ 878,569	\$ (8,383)	\$ 1,818,460
Bookstore	\$ 751,591	\$ 140,816	\$ 170,761	\$ 454	\$ 722,100	\$ 140,816	\$ 170,761	\$ 454	\$ 722,100	\$ 170,413	\$ 190,439	\$ 8,793	\$ 885,867	\$ 170,413	\$ 190,439	\$ 8,793	\$ 874,634	\$ 170,413	\$ 190,439	\$ 8,793	\$ 874,634
Parking & TMP	\$ 1,234,442	\$ 326,490	\$ 289,007	\$ (2,086)	\$ 1,269,839	\$ 326,490	\$ 289,007	\$ (2,086)	\$ 1,269,839	\$ 298,908	\$ 234,689	\$ (39,612)	\$ 1,189,642	\$ 298,908	\$ 234,689	\$ (39,612)	\$ 1,214,249	\$ 298,908	\$ 234,689	\$ (39,612)	\$ 1,214,249
Food Services	\$ 4,871,679	\$ 7,655,505	\$ 3,873,597	\$ (879,870)	\$ 7,773,716	\$ 7,655,505	\$ 3,873,597	\$ (879,870)	\$ 7,773,716	\$ 4,480,742	\$ 3,467,346	\$ (472,655)	\$ 4,453,840	\$ 4,480,742	\$ 3,467,346	\$ (472,655)	\$ 4,994,581	\$ 4,480,742	\$ 3,467,346	\$ (472,655)	\$ 4,994,581
Auxiliary Enterprises	\$ 489,184	\$ 573,218	\$ 559,540	\$ (68,712)	\$ 434,150	\$ 573,218	\$ 559,540	\$ (68,712)	\$ 434,150	\$ 543,006	\$ 509,213	\$ (68,039)	\$ 526,246	\$ 543,006	\$ 509,213	\$ (68,039)	\$ 492,000	\$ 543,006	\$ 509,213	\$ (68,039)	\$ 492,000
Student Housing	\$ 2,025,951	\$ 225,802	\$ 25,028	\$ (1,382,960)	\$ 843,765	\$ 225,802	\$ 25,028	\$ (1,382,960)	\$ 843,765	\$ 246,127	\$ 30,214	\$ (1,606,960)	\$ 2,118,859	\$ 246,127	\$ 30,214	\$ (1,606,960)	\$ 727,812	\$ 246,127	\$ 30,214	\$ (1,606,960)	\$ 727,812
Agency	\$ 105,218	\$ 145,461	\$ 116,080	\$ (4,395)	\$ 130,205	\$ 145,461	\$ 116,080	\$ (4,395)	\$ 130,205	\$ 118,273	\$ 51,134	\$ 3,298	\$ 4,633	\$ 118,273	\$ 51,134	\$ 3,298	\$ 75,070	\$ 118,273	\$ 51,134	\$ 3,298	\$ 75,070
Motor Pool & Printing	\$ 10,939,984	\$ 10,180,599	\$ 5,951,282	\$ (2,327,829)	\$ 12,841,472	\$ 10,180,599	\$ 5,951,282	\$ (2,327,829)	\$ 12,841,472	\$ 7,234,386	\$ 5,361,604	\$ (2,183,558)	\$ 10,507,582	\$ 7,234,386	\$ 5,361,604	\$ (2,183,558)	\$ 10,196,806	\$ 7,234,386	\$ 5,361,604	\$ (2,183,558)	\$ 10,196,806
<b>TOTAL</b>	\$ 10,939,984	\$ 10,180,599	\$ 5,951,282	\$ (2,327,829)	\$ 12,841,472	\$ 10,180,599	\$ 5,951,282	\$ (2,327,829)	\$ 12,841,472	\$ 7,234,386	\$ 5,361,604	\$ (2,183,558)	\$ 10,507,582	\$ 7,234,386	\$ 5,361,604	\$ (2,183,558)	\$ 10,196,806	\$ 7,234,386	\$ 5,361,604	\$ (2,183,558)	\$ 10,196,806

<b>TOTAL RESERVES</b>	\$ 1,806,528	% of Operating Budget	4.4%
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<b>TOTAL RESERVES</b>	\$ 1,728,646	% of Operating Budget	4.4%
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**CENTRAL CAMPUS - QUARTERLY FINANCIAL REPORT (Page 2 of 2)**  
 ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13		
	FY Target	YTD Actual	Actual as % of Target
Tuition Collection	\$ 1,194,978	\$ 12,288,709	
Running Start	\$ 7,588,163	\$ 655,840	54.9%
International Students	\$ 2,792,756	\$ 10,806,817	142.4%
Intensive English	\$ 638,000	\$ 4,091,959	146.5%
Indirects		\$ 900,130	141.1%

	FISCAL YEAR 2011-12		
	FY Target	YTD Actual	Actual as % of Target
	\$ 1,194,978	\$ 11,779,908	
	\$ 7,135,163	\$ 695,854	58.2%
	\$ 2,674,117	\$ 8,834,840	123.8%
	\$ 638,000	\$ 3,577,722	133.8%
		\$ 734,152	115.1%

OPERATING BUDGET CATEGORIES*	Budget as % of			YTD Expenditure	Exp as % of Budget
	FY Budget	Total			
FT Faculty	\$ 8,175,810	21.0%	\$ 4,848,916	59.3%	
Faculty Stipend	\$ 211,899	0.5%	\$ 125,113	59.0%	
PT / Pro Rata Faculty	\$ 7,504,330	19.2%	\$ 5,615,128	74.8%	
Classified	\$ 5,561,287	14.3%	\$ 3,646,805	65.6%	
Exempt	\$ 3,386,654	8.7%	\$ 2,720,390	80.3%	
Overtime	\$ 9,736	0.0%	\$ 62,914	646.2%	
Hourly, Students & Other	\$ 483,666	1.2%	\$ 540,070	111.7%	
Benefits	\$ 8,467,503	21.7%	\$ 5,933,352	70.1%	
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 33,800,885</b>	<b>86.7%</b>	<b>\$ 23,492,687</b>	<b>69.5%</b>	
Goods & Services	\$ 3,675,430	9.4%	\$ 2,224,256	60.5%	
Travel	\$ 57,983	0.1%	\$ 28,025	48.3%	
Equipment	\$ 493,923	1.3%	\$ 258,879	52.4%	
Personal Services	\$ 2,025	0.0%	\$ (30,443)	-1503.4%	
Contingency & Reserves	\$ 37,120	0.1%	\$ -	0.0%	
Others	\$ 921,233	2.4%	\$ 624,673	67.8%	
<b>Subtotal Non-Labor</b>	<b>\$ 5,187,714</b>	<b>13.3%</b>	<b>\$ 3,105,390</b>	<b>59.9%</b>	
<b>GROSS BUDGET</b>	<b>\$ 38,988,599</b>	<b>100.0%</b>	<b>\$ 26,598,077</b>	<b>68.2%</b>	

\*Operating Budget Accts Only - excluding Self-Support and Local Funds

FY Budget	Budget as % of		YTD Expenditure	Exp as % of Budget
	Total			
\$ 8,315,142	20.5%	\$ 4,934,864	59.3%	
\$ 208,115	0.5%	\$ 138,043	66.3%	
\$ 7,661,507	18.9%	\$ 5,488,455	71.6%	
\$ 5,598,117	13.8%	\$ 3,908,329	69.8%	
\$ 3,390,039	8.3%	\$ 2,512,732	74.1%	
\$ 9,736	0.0%	\$ 24,646	253.1%	
\$ 462,492	1.1%	\$ 385,801	83.4%	
\$ 8,696,223	21.4%	\$ 6,226,643	71.6%	
\$ 34,341,371	84.5%	\$ 23,619,513	68.8%	
\$ 4,060,370	10.0%	\$ 2,135,666	52.6%	
\$ 60,383	0.1%	\$ 27,840	46.1%	
\$ 634,376	1.6%	\$ 368,180	58.0%	
\$ 2,025	0.0%	\$ -	0.0%	
\$ 575,750	1.4%	\$ -	0.0%	
\$ 956,586	2.4%	\$ 190,351	19.9%	
\$ 6,289,490	15.5%	\$ 2,722,037	43.3%	
\$ 40,630,861	100.0%	\$ 26,341,550	64.8%	

**Analysis/Notes:**

- 1) International Revenue is strong due to increased enrollment
- 2) Instructional retail activity improved significantly as compared to last year
- 3) The revenue increase in Continuing Education is due to the inclusion of the Opticianry Program as self support
- 4) The revenue increase in Auxiliary Enterprises is due to the sale of the Seattle Maritime Academy Vessel and also the increased enrollment in our Intensive English Program
- 5) The increase in hourly expenditures is due to the hiring of temporary staff to cover staff vacancies

**SEATTLE COMMUNITY COLLEGES**  
**NORTH CAMPUS - QUARTERLY FINANCIAL REPORT**  
 FOR THE PERIOD ENDING MARCH 31, 2013

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13				FISCAL YEAR 2011-12			
	FY Budget	Budget as % of Total	YTD Expenditure	Exp as % of Budget	FY Budget	Budget as % of Total	YTD Expenditure	Exp as % of Budget
Instruction	\$ 17,184,055	63.6%	\$ 12,163,813	70.8%	\$ 17,410,283	62.9%	\$ 12,124,627	69.6%
Contingency & Reserves	\$ 774,721	2.9%	\$ -	0.0%	\$ 999,037	3.6%	\$ -	0.0%
Library	\$ 660,321	2.4%	\$ 541,799	82.1%	\$ 653,401	2.4%	\$ 534,622	81.8%
Student Services	\$ 2,816,629	10.4%	\$ 1,956,971	69.5%	\$ 2,956,841	10.7%	\$ 2,069,022	70.0%
Institutional Support	\$ 2,556,128	9.5%	\$ 1,755,163	68.7%	\$ 2,354,871	8.5%	\$ 1,652,274	70.2%
Plant Operations	\$ 3,034,914	11.2%	\$ 2,325,831	76.6%	\$ 3,301,922	11.9%	\$ 2,076,821	62.9%
<b>GROSS TOTAL</b>	\$ 27,026,768	100.0%	\$ 18,743,577	69.4%	\$ 27,676,355	100.0%	\$ 18,457,366	66.7%

GRANTS & CONTRACTS	June 30, 2012				June 30, 2011				Mar 31, 2012	
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	Cash Balance
Running Start	\$ 670,403	\$ 465,416	\$ 398,855	\$ 107,807	\$ 844,771	\$ 462,546	\$ 477,326	\$ (218,824)	\$ 427,664	\$ 427,664
International Students	\$ 7,081,799	\$ 6,304,881	\$ 2,819,473	\$ (1,268,161)	\$ 9,299,046	\$ 5,419,432	\$ 2,985,334	\$ (989,463)	\$ 6,918,353	\$ 6,918,353
Other Grants & Contracts	\$ 1,433,284	\$ 1,938,235	\$ 2,553,845	\$ 748,297	\$ 1,565,971	\$ 1,887,479	\$ 1,982,621	\$ 620,292	\$ 1,902,893	\$ 1,902,893
<b>TOTAL</b>	\$ 9,185,486	\$ 8,708,532	\$ 5,772,173	\$ (412,057)	\$ 11,709,788	\$ 7,769,457	\$ 5,445,281	\$ (587,995)	\$ 9,248,910	\$ 9,248,910

DEDICATED & SELF SUPPORT	June 30, 2012				June 30, 2011				Mar 31, 2012	
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	Cash Balance
Dedicated Student Fees	\$ 2,158,681	\$ 1,185,610	\$ 918,457	\$ (484,472)	\$ 1,941,361	\$ 1,306,470	\$ 895,765	\$ (454,186)	\$ 1,963,132	\$ 1,963,132
Excess Enrollment	\$ 717,566	\$ -	\$ 140,035	\$ 0	\$ 577,531	\$ (211,743)	\$ 8,108	\$ 517	\$ 718,526	\$ 718,526
Instructional Retail Activity	\$ 149,378	\$ 4,597	\$ 7,027	\$ 426	\$ 147,375	\$ 4,279	\$ 12,328	\$ (6,364)	\$ 136,262	\$ 136,262
Miscellaneous Accounts	\$ 1,179,052	\$ 805,473	\$ 702,072	\$ 168,084	\$ 1,450,537	\$ 864,701	\$ 608,315	\$ 242,766	\$ 1,481,555	\$ 1,481,555
Continuing Education	\$ 192,897	\$ 581,599	\$ 453,206	\$ (113,748)	\$ 207,543	\$ 561,688	\$ 426,055	\$ (80,458)	\$ 224,516	\$ 224,516
<b>TOTAL</b>	\$ 4,397,574	\$ 2,577,279	\$ 2,220,797	\$ (429,710)	\$ 4,324,347	\$ 2,525,395	\$ 1,950,571	\$ (297,725)	\$ 4,523,991	\$ 4,523,991

OTHER FUNDS	June 30, 2012				June 30, 2011				Mar 31, 2012	
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	Cash Balance
Associated Students	\$ 1,250,348	\$ 1,250,685	\$ 797,722	\$ 171	\$ 1,703,482	\$ 1,191,354	\$ 895,707	\$ (29,533)	\$ 1,358,041	\$ 1,358,041
Bookstore	\$ 184,819	\$ 395,166	\$ 277,651	\$ (20,151)	\$ 83,511	\$ 324,517	\$ 295,485	\$ (5,038)	\$ 107,505	\$ 107,505
Parking & TMP	\$ (64,354)	\$ 189,217	\$ 134,539	\$ (4,294)	\$ (30,729)	\$ 158,827	\$ 149,407	\$ (5,169)	\$ (26,478)	\$ (26,478)
Food Services	\$ 11,481	\$ 701,988	\$ 727,050	\$ (260,528)	\$ (274,109)	\$ 693,710	\$ 680,476	\$ (6,984)	\$ (204,607)	\$ (204,607)
Auxiliary Enterprises	\$ 2,153,031	\$ 3,121,199	\$ 1,485,938	\$ (234,190)	\$ 3,554,102	\$ 2,446,665	\$ 952,550	\$ (249,896)	\$ 2,724,432	\$ 2,724,432
Student Housing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Agency	\$ 2,838,596	\$ 345,307	\$ 34,193	\$ (1,621,113)	\$ 1,528,597	\$ 473,889	\$ 55,368	\$ (1,956,812)	\$ 1,266,287	\$ 1,266,287
Motor Pool & Printing	\$ -	\$ -	\$ -	\$ -	\$ (2,895)	\$ -	\$ (2,895)	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ 6,373,921	\$ 6,003,561	\$ 3,457,093	\$ (2,140,104)	\$ 6,780,285	\$ 5,288,962	\$ 3,026,098	\$ (2,253,432)	\$ 5,225,180	\$ 5,225,180

<b>TOTAL RESERVES</b>	\$ 2,039,027	% of Operating Budget	7.5%
<b>TOTAL RESERVES</b>	\$ 1,990,464	% of Annualized Expenses	3.4%
	\$ 1,990,464	% of Operating Budget	7.2%
	\$ 1,990,464	% of Annualized Expenses	3.4%

**NORTH CAMPUS - QUARTERLY FINANCIAL REPORT (Page 2 of 2)**  
**ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)**

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13			Actual as % of	
	FY Target	YTD Actual	Target		
Tuition Collection	\$ 9,683,330				
Running Start	\$ 735,788	\$ 465,416		63.3%	
International Students	\$ 6,866,948	\$ 6,304,881		91.8%	
Intensive English	\$ 980,000	\$ 2,090,496		213.3%	
Indirects	\$ 325,000	\$ 587,119		180.7%	

	FISCAL YEAR 2011-12			Actual as % of	
	FY Target	YTD Actual	Target		
	\$ 9,303,249				
	\$ 733,264	\$ 462,546		63.1%	
	\$ 5,560,185	\$ 5,419,432		97.5%	
	\$ 980,000	\$ 1,434,761		146.4%	
	\$ 325,000	\$ 437,962		134.8%	

OPERATING BUDGET CATEGORIES*	Budget as % of			YTD		Exp as % of	
	FY Budget	Total	Expenditure	Budget	Budget	Budget	Budget
FT Faculty	\$ 4,523,753	16.7%	\$ 2,865,298	63.3%			
Faculty Stipend	\$ 232,057	0.9%	\$ 109,691	47.3%			
PT / Pro Rata Faculty	\$ 5,560,285	20.6%	\$ 4,511,286	81.1%			
Classified	\$ 3,849,149	14.2%	\$ 2,649,615	68.8%			
Exempt	\$ 2,767,643	10.2%	\$ 2,015,236	72.8%			
Overtime	\$ 2,100	0.0%	\$ 56,295	2680.7%			
Hourly, Students & Other	\$ 354,688	1.3%	\$ 398,144	112.3%			
Benefits	\$ 5,656,717	20.9%	\$ 4,092,278	72.3%			
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 22,946,392</b>	<b>84.9%</b>	<b>\$ 16,697,844</b>	<b>72.8%</b>			
Goods & Services	\$ 2,514,244	9.3%	\$ 1,337,494	53.2%			
Travel	\$ 92,710	0.3%	\$ 22,201	23.9%			
Equipment	\$ 49,184	0.2%	\$ 92,781	188.6%			
Personal Services	\$ 100,817	0.4%	\$ 11,000	10.9%			
Contingency & Reserves	\$ 774,721	2.9%	\$ -	0.0%			
Others	\$ 548,700	2.0%	\$ 582,256	106.1%			
<b>Subtotal Non-Labor</b>	<b>\$ 4,080,376</b>	<b>15.1%</b>	<b>\$ 2,045,732</b>	<b>50.1%</b>			
<b>GROSS BUDGET</b>	<b>\$ 27,026,768</b>	<b>100.0%</b>	<b>\$ 18,743,577</b>	<b>69.4%</b>			

	Budget as % of			YTD		Exp as % of	
	FY Budget	Total	Expenditure	Budget	Budget	Budget	Budget
	\$ 4,521,531	16.3%	\$ 2,875,217	63.6%			
	\$ 209,942	0.8%	\$ 101,188	48.2%			
	\$ 5,690,901	20.6%	\$ 4,255,756	74.8%			
	\$ 3,838,133	13.9%	\$ 2,699,365	70.3%			
	\$ 2,845,733	10.3%	\$ 2,096,541	73.7%			
	\$ 2,100	0.0%	\$ 9,853	469.2%			
	\$ 296,351	1.1%	\$ 230,379	77.7%			
	\$ 5,783,930	20.9%	\$ 4,246,152	73.4%			
	\$ 23,188,621	83.8%	\$ 16,514,451	71.2%			
	\$ 2,527,805	9.1%	\$ 1,409,580	55.8%			
	\$ 101,410	0.4%	\$ 20,039	19.8%			
	\$ 147,573	0.5%	\$ 72,400	49.1%			
	\$ 254,817	0.9%	\$ 2,396	0.9%			
	\$ 999,037	3.6%	\$ -	0.0%			
	\$ 457,092	1.7%	\$ 438,500	95.9%			
	\$ 4,487,734	16.2%	\$ 1,942,915	43.3%			
	\$ 27,676,355	100.0%	\$ 18,457,366	66.7%			

\*Operating Budget Accts Only - excluding Self-Support and Local Funds

**Analysis/Notes:**

North comments:

-Part-time Faculty costs are not yet funded by a budget revision at this time. The costs are normal for North at this time of the year and similar to spend as of this time for 1112

-Higher International Programs enrollments overall; and a higher percentage of IEP program enrollments instead of college level

-A substantial portion of Admin costs is capital projects related so the costs will be transferred (this includes increased activity in campus grounds maintenance to enhance "first impression" effects.

-Combined goods, services, equipment purchases are less this year than FY1112 at this time.

**SEATTLE COMMUNITY COLLEGES**  
**SOUTH CAMPUS - QUARTERLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDING MARCH 31, 2013**

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			YTD			Budget as % of			YTD		
	FY Budget	Total	Exp as % of Budget	Expenditure	FY Balance	Exp as % of Budget	FY Budget	Total	Exp as % of Budget	Expenditure	FY Balance	Exp as % of Budget
Instruction	\$ 18,693,561	58.0%	\$ 12,185,507	\$ 6,508,054	65.2%	\$ 18,429,121	54.9%	\$ 12,459,979	\$ 5,969,142	67.6%		
Contingency & Reserves	\$ 2,651,722	8.2%	\$ -	\$ 2,651,722	0.0%	\$ 3,668,006	10.9%	\$ -	\$ 3,668,006	0.0%		
Library	\$ 626,025	1.9%	\$ 476,602	\$ 149,423	76.1%	\$ 771,416	2.3%	\$ 593,093	\$ 178,323	76.9%		
Student Services	\$ 3,562,683	11.1%	\$ 2,800,213	\$ 762,470	78.6%	\$ 3,465,382	10.3%	\$ 2,917,737	\$ 547,645	84.2%		
Institutional Support	\$ 3,023,614	9.4%	\$ 2,257,034	\$ 766,580	74.6%	\$ 3,567,887	10.6%	\$ 1,747,219	\$ 1,820,668	49.0%		
Plant Operations	\$ 3,678,954	11.4%	\$ 2,682,824	\$ 996,130	72.9%	\$ 3,676,009	10.9%	\$ 2,511,463	\$ 1,164,546	68.3%		
<b>GROSS TOTAL</b>	\$ 32,236,559	100.0%	\$ 20,402,181	\$ 11,834,378	63.3%	\$ 33,577,821	100.0%	\$ 20,229,491	\$ 13,348,330	60.2%		

GRANTS & CONTRACTS	June 30, 2012						June 30, 2011						Mar 31, 2012	
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Accruals
	Running Start	\$ 702,464	\$ 399,966	\$ 434,192	\$ 138,843	\$ 807,080	\$ 559,520	\$ 528,737	\$ (171,539)	\$ 624,078	\$ 2,118,028	\$ 1,533,061	\$ (405,952)	\$ 483,322
International Students	\$ 2,414,736	\$ 2,117,706	\$ 1,387,978	\$ (369,943)	\$ 2,774,521	\$ 3,387,165	\$ 4,096,409	\$ 652,656	\$ 854,278	\$ 6,064,713	\$ 6,158,207	\$ 75,165	\$ 3,733,667	\$ 797,690
Other Grants & Contracts	\$ 963,024	\$ 2,595,328	\$ 4,588,426	\$ 1,421,481	\$ 391,406	\$ 3,751,996	\$ 2,154,485	\$ (224,039)	\$ 4,080,224	\$ 5,112,999	\$ 6,410,597	\$ 1,190,381	\$ 3,973,007	\$ 2,691,306
<b>TOTAL</b>	\$ 4,080,224	\$ 5,112,999	\$ 6,410,597	\$ 1,190,381	\$ 3,973,007	\$ 2,154,485	\$ 2,154,485	\$ (224,039)	\$ 2,691,306	\$ 1,909,594	\$ 2,264,866	\$ (257,983)	\$ 2,078,051	\$ 2,726,527

DEDICATED & SELF SUPPORT	June 30, 2012						June 30, 2011						Mar 31, 2012	
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Accruals
	Dedicated Student Fees	\$ 1,163,402	\$ 820,860	\$ 420,861	\$ (212,987)	\$ 1,350,414	\$ 854,404	\$ 616,652	\$ (167,931)	\$ 1,398,599	\$ 854,404	\$ 616,652	\$ (167,931)	\$ 1,468,420
Excess Enrollment	\$ 453,523	\$ -	\$ 435,000	\$ 0	\$ 18,523	\$ -	\$ 13,149	\$ 1,625	\$ 465,364	\$ -	\$ 13,149	\$ 1,625	\$ 453,840	\$ (253,485)
Instructional Retail Activity	\$ (305,029)	\$ 653,528	\$ 631,601	\$ (39,148)	\$ (322,250)	\$ 830,747	\$ 880,448	\$ (57,813)	\$ (145,971)	\$ 830,747	\$ 880,448	\$ (57,813)	\$ (253,485)	\$ 830,657
Miscellaneous Accounts	\$ 1,164,566	\$ 115,535	\$ 493,856	\$ 23,469	\$ 809,715	\$ 364,659	\$ 350,383	\$ 48,023	\$ 768,358	\$ 364,659	\$ 350,383	\$ 48,023	\$ 830,657	\$ 227,095
Continuing Education	\$ 214,844	\$ 319,670	\$ 283,549	\$ (29,317)	\$ 221,648	\$ 345,297	\$ 293,853	\$ (47,943)	\$ 223,594	\$ 345,297	\$ 293,853	\$ (47,943)	\$ 227,095	\$ 2,726,527
<b>TOTAL</b>	\$ 2,691,306	\$ 1,909,594	\$ 2,264,866	\$ (257,983)	\$ 2,078,051	\$ 2,395,107	\$ 2,154,485	\$ (224,039)	\$ 2,709,944	\$ 2,395,107	\$ 2,154,485	\$ (224,039)	\$ 2,726,527	\$ 2,726,527

OTHER FUNDS	June 30, 2012						June 30, 2011						Mar 31, 2012	
	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	YTD Accruals
	Associated Students	\$ 1,250,699	\$ 928,108	\$ 585,222	\$ (6,114)	\$ 1,587,470	\$ 870,156	\$ 571,965	\$ (12,696)	\$ 1,126,154	\$ 870,156	\$ 571,965	\$ (12,696)	\$ 1,411,649
Bookstore	\$ 843,074	\$ 179,599	\$ 157,307	\$ (708)	\$ 864,658	\$ 182,148	\$ 164,236	\$ (17,105)	\$ 851,810	\$ 182,148	\$ 164,236	\$ (17,105)	\$ 852,617	\$ 245,318
Parking & TMP	\$ 209,538	\$ 190,615	\$ 221,090	\$ (7,889)	\$ 171,175	\$ 179,046	\$ 142,539	\$ (1,450)	\$ 210,261	\$ 179,046	\$ 142,539	\$ (1,450)	\$ 245,318	\$ 804,878
Food Services	\$ 846,711	\$ 1,404,668	\$ 887,632	\$ (204,505)	\$ 1,159,242	\$ 1,074,974	\$ 824,612	\$ (151,816)	\$ 706,332	\$ 1,074,974	\$ 824,612	\$ (151,816)	\$ 804,878	\$ 588,032
Auxiliary Enterprises	\$ 1,542,916	\$ 167,192	\$ 63,562	\$ (986,867)	\$ 659,679	\$ 350,741	\$ 11,325	\$ (1,328,873)	\$ 1,577,489	\$ 350,741	\$ 11,325	\$ (1,328,873)	\$ 588,032	\$ 71,375
Student Housing	\$ 90,978	\$ 83,746	\$ 70,092	\$ 2,480	\$ 107,112	\$ 62,163	\$ 28,471	\$ 4,295	\$ 33,388	\$ 62,163	\$ 28,471	\$ 4,295	\$ 71,375	\$ 3,973,869
Motor Pool & Printing	\$ 4,783,916	\$ 2,953,928	\$ 1,984,904	\$ (1,203,603)	\$ 4,549,336	\$ 2,719,228	\$ 1,743,148	\$ (1,507,645)	\$ 4,505,434	\$ 2,719,228	\$ 1,743,148	\$ (1,507,645)	\$ 3,973,869	\$ 804,878
<b>TOTAL</b>	\$ 4,783,916	\$ 2,953,928	\$ 1,984,904	\$ (1,203,603)	\$ 4,549,336	\$ 2,719,228	\$ 1,743,148	\$ (1,507,645)	\$ 4,505,434	\$ 2,719,228	\$ 1,743,148	\$ (1,507,645)	\$ 3,973,869	\$ 804,878

<b>TOTAL RESERVES</b>	\$ 2,825,911	% of Operating Budget	8.4%
<b>TOTAL RESERVES</b>	\$ 2,825,911	% of Annualized Expenses	4.7%

**SOUTH CAMPUS - QUARTERLY FINANCIAL REPORT (Page 2 of 2)**  
 ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13			FISCAL YEAR 2011-12		
	FY Target	YTD Actual	Actual as % of Target	FY Target	YTD Actual	Actual as % of Target
Tuition Collection	\$ 8,144,670	\$ 8,144,670		\$ 7,624,277	\$ 7,624,277	
Running Start	\$ 695,758	\$ 399,966	57.5%	\$ 695,758	\$ 559,520	80.4%
International Students	\$ 1,997,435	\$ 2,117,706	106.0%	\$ 1,997,435	\$ 2,118,028	106.0%
Intensive English	\$ 1,180,000	\$ 1,133,215	96.0%	\$ 1,180,000	\$ 846,080	71.7%
Indirects	\$ 385,000	\$ 343,963	89.3%	\$ 385,000	\$ 330,260	85.8%

OPERATING BUDGET CATEGORIES*	Budget as % of			YTD			Exp as % of			
	FY Budget	Total	Expenditure	FY Budget	Total	Expenditure	FY Budget	Total	Expenditure	
FT Faculty	\$ 4,474,155	13.9%	\$ 2,949,290	\$ 4,341,207	13.3%	\$ 2,848,265	\$ 4,341,207	13.3%	\$ 2,848,265	65.6%
Faculty Stipend	\$ 322,975	1.0%	\$ 141,951	\$ 191,085	0.6%	\$ 186,635	\$ 191,085	0.6%	\$ 186,635	97.7%
PT / Pro Rata Faculty	\$ 5,708,337	17.7%	\$ 4,004,664	\$ 5,761,498	17.7%	\$ 4,212,907	\$ 5,761,498	17.7%	\$ 4,212,907	73.1%
Classified	\$ 3,556,486	11.0%	\$ 2,586,960	\$ 3,672,261	11.3%	\$ 2,741,655	\$ 3,672,261	11.3%	\$ 2,741,655	74.7%
Exempt	\$ 3,576,247	11.1%	\$ 2,633,438	\$ 3,287,016	10.1%	\$ 2,429,821	\$ 3,287,016	10.1%	\$ 2,429,821	73.9%
Overtime	\$ 6,100	0.0%	\$ 31,993	\$ 5,500	0.0%	\$ 17,594	\$ 5,500	0.0%	\$ 17,594	319.9%
Hourly, Students & Other	\$ 527,309	1.6%	\$ 525,901	\$ 435,551	1.3%	\$ 349,829	\$ 435,551	1.3%	\$ 349,829	80.3%
Benefits	\$ 5,819,094	18.1%	\$ 4,192,473	\$ 6,003,145	18.4%	\$ 4,314,223	\$ 6,003,145	18.4%	\$ 4,314,223	71.9%
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 23,990,703</b>	<b>74.4%</b>	<b>\$ 17,066,669</b>	<b>\$ 23,697,263</b>	<b>72.7%</b>	<b>\$ 17,100,929</b>	<b>\$ 23,697,263</b>	<b>72.7%</b>	<b>\$ 17,100,929</b>	<b>72.2%</b>
Goods & Services	\$ 3,124,984	9.7%	\$ 1,944,885	\$ 2,940,688	9.0%	\$ 1,763,876	\$ 2,940,688	9.0%	\$ 1,763,876	60.0%
Travel	\$ 70,641	0.2%	\$ 54,509	\$ 55,968	0.2%	\$ 31,875	\$ 55,968	0.2%	\$ 31,875	57.0%
Equipment	\$ 353,470	1.1%	\$ 381,425	\$ 245,538	0.8%	\$ 223,947	\$ 245,538	0.8%	\$ 223,947	91.2%
Personal Services	\$ 89,275	0.3%	\$ 7,516	\$ 15,239	0.0%	\$ 4,600	\$ 15,239	0.0%	\$ 4,600	30.2%
Contingency & Reserves	\$ 2,651,722	8.2%	\$ -	\$ 3,668,006	11.3%	\$ -	\$ 3,668,006	11.3%	\$ -	0.0%
Others	\$ 1,955,764	6.1%	\$ 947,178	\$ 1,955,119	6.0%	\$ 1,104,264	\$ 1,955,119	6.0%	\$ 1,104,264	56.5%
<b>Subtotal Non-Labor</b>	<b>\$ 8,245,856</b>	<b>25.6%</b>	<b>\$ 3,335,512</b>	<b>\$ 8,880,558</b>	<b>27.3%</b>	<b>\$ 3,128,562</b>	<b>\$ 8,880,558</b>	<b>27.3%</b>	<b>\$ 3,128,562</b>	<b>35.2%</b>
<b>GROSS BUDGET</b>	<b>\$ 32,236,559</b>	<b>100.0%</b>	<b>\$ 20,402,181</b>	<b>\$ 32,577,821</b>	<b>100.0%</b>	<b>\$ 20,229,491</b>	<b>\$ 32,577,821</b>	<b>100.0%</b>	<b>\$ 20,229,491</b>	<b>62.1%</b>

\*Operating Budget Acts Only - excluding Self-Support and Local Funds

**Analysis/Notes:**

#1 Retail Activity remains as an area of fiscal concern. Corrective measures were put in place this year that require time to show improvement. Budgets are closely managed by program administrators and business team.

#2 Hourly and Students high level of expenditures are partially due to internal transfers that skew reporting in this category and pending budget adjustments to increase spending authority. Not an area of concern.

#3 Equipment and goods and services categories are used in conjunction. South spent 67% of budget in both categories, right on track.

**SEATTLE COMMUNITY COLLEGES**  
**SVI - QUARTERLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDING MARCH 31, 2013**

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			YTD			Budget as % of			YTD		
	FY Budget	Total	Exp as % of Budget	Expenditure	FY Balance	Exp as % of Budget	FY Budget	Total	Exp as % of Budget	Expenditure	FY Balance	Exp as % of Budget
Instruction	\$ 2,536,103	57.6%	82.3%	\$ 2,086,707	\$ 449,396	82.3%	\$ 2,513,318	55.2%	\$ 2,260,096	\$ 253,222	89.9%	
Contingency & Reserves	\$ -	0.0%	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%	
Library	\$ -	0.0%	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%	
Student Services	\$ 818,816	18.6%	58.0%	\$ 474,592	\$ 344,224	58.0%	\$ 905,951	19.9%	\$ 651,846	\$ 254,105	72.0%	
Institutional Support	\$ 460,792	10.5%	66.9%	\$ 308,368	\$ 152,424	66.9%	\$ 490,511	10.8%	\$ 308,985	\$ 181,526	63.0%	
Plant Operations	\$ 589,460	13.4%	67.5%	\$ 398,129	\$ 191,331	67.5%	\$ 647,205	14.2%	\$ 412,834	\$ 234,371	63.8%	
<b>GROSS TOTAL</b>	\$ 4,405,171	100.0%	74.2%	\$ 3,267,796	\$ 1,137,375	74.2%	\$ 4,556,985	100.0%	\$ 3,633,761	\$ 923,224	79.7%	

GRANTS & CONTRACTS	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			YTD			Budget as % of			YTD		
	June 30, 2012	YTD	Exp as % of Budget	Expenditure	YTD Accruals	Exp as % of Budget	June 30, 2011	YTD	Exp as % of Budget	Expenditure	YTD Accruals	Exp as % of Budget
Running Start												
International Students												
Other Grants & Contracts	\$ 206,223	\$ 47,113	22.8%	\$ 270,066	\$ 133,727	30.8%	\$ (140,088)	\$ 360,264	\$ 295,867	\$ 43,943	12.2%	\$ (31,748)
<b>TOTAL</b>	\$ 206,223	\$ 47,113	22.8%	\$ 270,066	\$ 133,727	30.8%	\$ (140,088)	\$ 360,264	\$ 295,867	\$ 43,943	12.2%	\$ (31,748)

DEDICATED & SELF SUPPORT	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			YTD			Budget as % of			YTD		
	June 30, 2012	YTD	Exp as % of Budget	Expenditure	YTD Accruals	Exp as % of Budget	June 30, 2011	YTD	Exp as % of Budget	Expenditure	YTD Accruals	Exp as % of Budget
Dedicated Student Fees	\$ 86,367	\$ 148,698	172.2%	\$ 150,305	\$ 25,145	16.7%	\$ (12,066)	\$ 140,089	\$ 48,255	\$ 18,669	13.3%	\$ 98,437
Excess Enrollment												
Instructional Retail Activity	\$ (150,414)	\$ 61,205	-40.7%	\$ (61,047)	\$ (4,334)	-7.1%	\$ (140,798)	\$ 45,813	\$ 53,946	\$ (3,489)	-7.6%	\$ (152,420)
Miscellaneous Accounts	\$ 5,639	\$ 31,458	558.1%	\$ (12,233)	\$ (39,785)	-221.6%	\$ 8,304	\$ 43,632	\$ 4,188	\$ (73,447)	-168.3%	\$ (25,699)
Continuing Education	\$ 49,848	\$ 12,235	24.5%	\$ 5,392	\$ (2,414)	-44.8%	\$ 36,708	\$ 18,750	\$ 11,126	\$ (1)	-0.0%	\$ 44,331
<b>TOTAL</b>	\$ (8,560)	\$ 253,596	298.3%	\$ 82,416	\$ (21,389)	-26.0%	\$ (107,852)	\$ 248,284	\$ 117,515	\$ (58,268)	-23.5%	\$ (35,351)

OTHER FUNDS	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			YTD			Budget as % of			YTD		
	June 30, 2012	YTD	Exp as % of Budget	Expenditure	YTD Accruals	Exp as % of Budget	June 30, 2011	YTD	Exp as % of Budget	Expenditure	YTD Accruals	Exp as % of Budget
Associated Students	\$ 420,007	\$ 114,026	27.1%	\$ 88,879	\$ (2,617)	-6.2%	\$ 413,734	\$ 113,992	\$ 72,525	\$ (1,019)	-0.9%	\$ 454,182
Bookstore	\$ 49	\$ -	0.0%	\$ -	\$ 0	0.0%	\$ 49	\$ -	\$ -	\$ -	0.0%	\$ 49
Parking & TMP	\$ 36,963	\$ 2,291	6.2%	\$ -	\$ 0	0.0%	\$ 34,672	\$ 2,291	\$ -	\$ -	0.0%	\$ 36,963
Food Services												
Auxiliary Enterprises	\$ 429,372	\$ 15,127	3.5%	\$ -	\$ (0)	0.0%	\$ 692,430	\$ 16,815	\$ -	\$ 261	0.2%	\$ 709,506
Student Housing												
Agency	\$ 393,275	\$ 92,340	23.5%	\$ 16,704	\$ (212,485)	-53.8%	\$ 537,902	\$ 58,322	\$ 15,627	\$ (194,064)	-33.9%	\$ 386,533
Motor Pool & Printing	\$ (26,017)	\$ -	0.0%	\$ 3,706	\$ (1,149)	-4.4%	\$ (17,889)	\$ -	\$ 4,460	\$ (1,374)	-3.1%	\$ (23,723)
<b>TOTAL</b>	\$ 1,253,649	\$ 223,784	17.8%	\$ 109,289	\$ (216,250)	-17.2%	\$ 1,660,898	\$ 191,420	\$ 92,612	\$ (196,196)	-11.7%	\$ 1,563,510

<b>TOTAL RESERVES</b>	\$ -	% of Operating Budget	0.0%
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**SVI - QUARTERLY FINANCIAL REPORT (Page 2 of 2)**  
 ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13		Actual as % of Target
	FY Target	YTD Actual	
Tuition Collection		\$ 972,659	
Running Start			
International Students			
Intensive English			
Indirects	\$ 7,018	\$ 11,253	160.3%

	FISCAL YEAR 2011-12		Actual as % of Target
	FY Target	YTD Actual	
		\$ 1,002,709	
	\$ 7,018	\$ 9,859	140.5%

OPERATING BUDGET CATEGORIES*	Budget as % of Total		YTD Expenditure	Exp as % of Budget
	FY Budget	Total		
FT Faculty	\$ 217,999	4.9%	\$ 216,911	99.5%
Faculty Stipend	\$ 72,000	1.6%	\$ 89,716	124.6%
PT / Pro Rata Faculty	\$ 1,216,819	27.6%	\$ 892,052	73.3%
Classified	\$ 583,117	13.2%	\$ 455,965	78.2%
Exempt	\$ 476,525	10.8%	\$ 336,441	70.6%
Overtime	\$ -	0.0%	\$ 1,068	0.0%
Hourly, Students & Other	\$ 87,000	2.0%	\$ 110,681	127.2%
Benefits	\$ 947,284	21.5%	\$ 773,264	81.6%
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 3,600,744</b>	<b>81.7%</b>	<b>\$ 2,876,099</b>	<b>79.9%</b>
Goods & Services	\$ 364,147	8.3%	\$ 219,778	60.4%
Travel	\$ 2,000	0.0%	\$ 1,040	52.0%
Equipment	\$ 8,000	0.2%	\$ 8,229	102.9%
Personal Services	\$ -	0.0%	\$ -	0.0%
Contingency & Reserves	\$ -	0.0%	\$ -	0.0%
Others	\$ 430,280	9.8%	\$ 162,649	37.8%
<b>Subtotal Non-Labor</b>	<b>\$ 804,427</b>	<b>18.3%</b>	<b>\$ 391,697</b>	<b>48.7%</b>
<b>GROSS BUDGET</b>	<b>\$ 4,405,171</b>	<b>100.0%</b>	<b>\$ 3,267,796</b>	<b>74.2%</b>

	Budget as % of Total		YTD Expenditure	Exp as % of Budget
	FY Budget	Total		
	\$ 300,185	6.6%	\$ 179,936	59.9%
	\$ 219,510	4.8%	\$ 148,874	67.8%
	\$ 1,194,805	26.2%	\$ 1,052,541	88.1%
	\$ 578,452	12.7%	\$ 484,066	83.7%
	\$ 549,897	12.1%	\$ 369,047	67.1%
	\$ -	0.0%	\$ 2,185	0.0%
	\$ 119,800	2.6%	\$ 106,459	88.9%
	\$ 938,719	20.6%	\$ 873,607	93.1%
	\$ 3,901,368	85.6%	\$ 3,216,715	82.5%
	\$ 341,246	7.5%	\$ 232,054	68.0%
	\$ 4,140	0.1%	\$ 337	8.1%
	\$ 92,700	2.0%	\$ 13,651	14.7%
	\$ -	0.0%	\$ -	0.0%
	\$ -	0.0%	\$ -	0.0%
	\$ 217,531	4.8%	\$ 171,004	78.6%
	\$ 655,617	14.4%	\$ 417,046	63.6%
	\$ 4,556,985	100.0%	\$ 3,633,761	79.7%

\*Operating Budget Accts Only - excluding Self-Support and Local Funds

**Analysis/Notes:**

SVI continues to manage the education of student cohorts and administrative expenses to the budget.

**SEATTLE COMMUNITY COLLEGES**  
**DISTRICT-WIDE ACCOUNTS - QUARTERLY FINANCIAL REPORT**  
 FOR THE PERIOD ENDING MARCH 31, 2013

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			Exp as % of			Budget as % of			Exp as % of		
	FY Budget	Total	YTD Expenditure	FY Balance	Budget		FY Budget	Total	YTD Expenditure	FY Balance	Budget	
Instruction	\$ 334,306	8.9%	\$ 133,620	\$ 200,686	40.0%	\$ 336,602	11.1%	\$ 98,602	\$ 238,000	29.3%		
Contingency & Reserves	\$ 997,738	26.6%	\$ -	\$ 997,738	0.0%	\$ 791,380	26.1%	\$ -	\$ 791,380	0.0%		
Library	\$ 95,568	2.5%	\$ 22,312	\$ 73,256	23.3%	\$ 95,568	3.2%	\$ 11,020	\$ 84,548	11.5%		
Student Services	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
Institutional Support	\$ 2,326,925	62.0%	\$ 1,600,106	\$ 726,819	68.8%	\$ 1,805,734	59.6%	\$ 1,308,605	\$ 497,129	72.5%		
Plant Operations	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
<b>GROSS TOTAL</b>	\$ 3,754,537	100.0%	\$ 1,756,038	\$ 1,998,499	46.8%	\$ 3,029,284	100.0%	\$ 1,418,227	\$ 1,611,057	46.8%		

GRANTS & CONTRACTS	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			Exp as % of			Budget as % of			Exp as % of		
	FY Budget	Total	YTD Expenditure	FY Balance	Budget		FY Budget	Total	YTD Expenditure	FY Balance	Budget	
Running Start	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
International Students	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
Other Grants & Contracts	\$ 487,856	12.9%	\$ 447,895	\$ (37,949)	46.8%	\$ (14,611)	0.4%	\$ 100,174	\$ (32,387)	46.8%		
<b>TOTAL</b>	\$ 487,856	12.9%	\$ 447,895	\$ (37,949)	46.8%	\$ (14,611)	0.4%	\$ 100,174	\$ (32,387)	46.8%		

DEDICATED & SELF SUPPORT	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			Exp as % of			Budget as % of			Exp as % of		
	FY Budget	Total	YTD Expenditure	FY Balance	Budget		FY Budget	Total	YTD Expenditure	FY Balance	Budget	
Dedicated Student Fees	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
Excess Enrollment	\$ (345,803)	9.2%	\$ (268,883)	\$ (23,725)	23.3%	\$ 258,677	6.9%	\$ (2,991)	\$ (128,793)	12.5%		
Miscellaneous Accounts	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
Continuing Education	\$ (345,803)	9.2%	\$ (268,883)	\$ (23,725)	23.3%	\$ 258,677	6.9%	\$ (2,991)	\$ (128,793)	12.5%		
<b>TOTAL</b>	\$ (345,803)	9.2%	\$ (268,883)	\$ (23,725)	23.3%	\$ 258,677	6.9%	\$ (2,991)	\$ (128,793)	12.5%		

OTHER FUNDS	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			Exp as % of			Budget as % of			Exp as % of		
	FY Budget	Total	YTD Expenditure	FY Balance	Budget		FY Budget	Total	YTD Expenditure	FY Balance	Budget	
Associated Students	\$ 1,397,798	37.3%	\$ 59,090	\$ (0)	0.0%	\$ 1,064,554	28.3%	\$ 56,167	\$ -	0.0%		
Bookstore	\$ 678,664	18.1%	\$ 1,201,255	\$ (87,410)	88.8%	\$ 1,032,800	27.5%	\$ 1,237,943	\$ (85,696)	81.5%		
Parking & TMP	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
Food Services	\$ 322,695	8.6%	\$ 634,945	\$ 17,341	53.1%	\$ (176,134)	4.7%	\$ 650,921	\$ 96,847	29.2%		
Auxiliary Enterprises	\$ 1,251,923	33.6%	\$ 46,091	\$ (1,158,645)	66.9%	\$ 2,110,868	56.2%	\$ 70,546	\$ (2,228,197)	133.4%		
Student Housing	\$ (76,699)	-2.0%	\$ 4	\$ (4,966)	(82.6%)	\$ 131,270	3.5%	\$ 192,301	\$ (23,762)	(48.5%)		
Agency	\$ 3,574,381	95.5%	\$ 2,339,311	\$ 1,968,732	1,233.6%	\$ 4,163,358	110.3%	\$ 2,207,878	\$ (2,240,808)	2,226.7%		
Motor Pool & Printing	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%		
<b>TOTAL</b>	\$ 3,574,381	95.5%	\$ 2,339,311	\$ 1,968,732	1,233.6%	\$ 4,163,358	110.3%	\$ 2,207,878	\$ (2,240,808)	2,226.7%		

<b>TOTAL RESERVES</b>	\$ 2,102,641	56.0%
<b>TOTAL RESERVES</b>	\$ 2,102,641	26.9%

<b>TOTAL RESERVES</b>	\$ 2,102,641	69.4%
<b>TOTAL RESERVES</b>	\$ 2,102,641	28.3%

**DISTRICT-WIDE ACCOUNTS - QUARTERLY FINANCIAL REPORT (Page 2 of 2)**  
**ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)**

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13		
	FY Target	YTD Actual	Actual as % of Target
Tuition Collection			
Running Start			
International Students			
Intensive English			
Indirects			

	FISCAL YEAR 2011-12	
	FY Target	Actual as % of Target

OPERATING BUDGET CATEGORIES*	Budget as % of			Exp as % of Budget
	FY Budget	Total	YTD Expenditure	
FT Faculty	\$ 52,345	1.4%	\$ 51,919	99.2%
Faculty Stipend	\$ 138,257	3.7%	\$ 30,577	22.1%
PT / Pro Rata Faculty	\$ 6,264	0.2%	\$ -	0.0%
Classified	\$ 52,878	1.4%	\$ 32,495	61.5%
Exempt	\$ 145,000	3.9%	\$ 89,690	61.9%
Overtime	\$ -	0.0%	\$ 249	0.0%
Hourly, Students & Other	\$ 235,493	6.3%	\$ 160,490	68.2%
Benefits	\$ 549,317	14.6%	\$ 276,919	50.4%
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 1,179,554</b>	<b>31.4%</b>	<b>\$ 642,340</b>	<b>54.5%</b>
Goods & Services	\$ 1,409,991	37.6%	\$ 929,979	66.0%
Travel	\$ 37,672	1.0%	\$ 16,031	42.6%
Equipment	\$ 168,326	4.5%	\$ 88,745	52.7%
Personal Services	\$ 65,250	1.7%	\$ 30,345	46.5%
Contingency & Reserves	\$ 997,738	26.6%	\$ -	0.0%
Others	\$ (103,994)	-2.8%	\$ 48,598	-46.7%
<b>Subtotal Non-Labor</b>	<b>\$ 2,574,983</b>	<b>68.6%</b>	<b>\$ 1,113,698</b>	<b>43.3%</b>
<b>GROSS BUDGET</b>	<b>\$ 3,754,537</b>	<b>100.0%</b>	<b>\$ 1,756,038</b>	<b>46.8%</b>

\*Operating Budget Accts Only - excluding Self-Support and Local Funds

	Budget as % of			Exp as % of Budget
	FY Budget	Total	YTD Expenditure	
\$ 57,514	1.9%	\$ 23,402	40.7%	
\$ 58,609	1.9%	\$ -	0.0%	
\$ 46,794	1.5%	\$ 25,924	55.4%	
\$ 54,350	1.8%	\$ 37,291	68.6%	
\$ -	0.0%	\$ -	0.0%	
\$ 255,098	8.4%	\$ 112,636	44.2%	
\$ 528,633	17.5%	\$ 354,228	67.0%	
\$ 1,000,998	33.0%	\$ 553,481	55.3%	
\$ 979,975	32.4%	\$ 720,857	73.6%	
\$ 27,227	0.9%	\$ 11,031	40.5%	
\$ 163,260	5.4%	\$ 91,645	56.1%	
\$ 13,250	0.4%	\$ 10,589	79.9%	
\$ 787,984	26.0%	\$ -	0.0%	
\$ 56,590	1.9%	\$ 30,624	54.1%	
\$ 2,028,286	67.0%	\$ 864,746	42.6%	
\$ 3,029,284	100.0%	\$ 1,418,227	46.8%	

**Analysis/Notes:**  
 District-wide expenses are below budgeted amounts.

**SEATTLE COMMUNITY COLLEGES**  
**DISTRICT OFFICE - QUARTERLY FINANCIAL REPORT**  
 FOR THE PERIOD ENDING MARCH 31, 2013

OPERATING BUDGET STATE & TUITION	FISCAL YEAR 2012-13						FISCAL YEAR 2011-12					
	Budget as % of			Exp as % of			Budget as % of			Exp as % of		
	FY Budget	Total	YTD Expenditure	FY Balance	YTD Expenditure	Budget	FY Budget	Total	YTD Expenditure	FY Balance	YTD Expenditure	Budget
Instruction	\$ 491,685	8.0%	\$ -	\$ 491,685	0.0%	\$ 580,166	9.0%	\$ -	\$ 580,166	0.0%	\$ 580,166	0.0%
Contingency & Reserves	\$ 93,338	1.5%	\$ 59,253	\$ 34,085	63.5%	\$ 93,588	1.5%	\$ 64,888	\$ 28,700	69.3%	\$ 28,700	69.3%
Library	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%
Student Services	\$ 5,469,299	89.4%	\$ 3,914,810	\$ 1,554,489	71.6%	\$ 5,681,579	88.5%	\$ 4,050,269	\$ 1,631,310	71.3%	\$ 1,631,310	71.3%
Institutional Support	\$ 62,600	1.0%	\$ 38,101	\$ 24,499	60.9%	\$ 61,600	1.0%	\$ 51,968	\$ 9,632	84.4%	\$ 9,632	84.4%
Plant Operations	\$ 6,116,922	100.0%	\$ 4,012,164	\$ 2,104,758	65.6%	\$ 6,416,933	100.0%	\$ 4,167,125	\$ 2,249,808	64.9%	\$ 2,249,808	64.9%
<b>GROSS TOTAL</b>												

GRANTS & CONTRACTS	June 30, 2012			Mar 31, 2013			June 30, 2011			Mar 31, 2012		
	Cash Balance	YTD Revenue	YTD Expenditure	Cash Balance	YTD Accruals	YTD	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	
Running Start												
International Students												
Other Grants & Contracts												
<b>TOTAL</b>												

DEDICATED & SELF SUPPORT	June 30, 2012			Mar 31, 2013			June 30, 2011			Mar 31, 2012		
	Cash Balance	YTD Revenue	YTD Expenditure	Cash Balance	YTD Accruals	YTD	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	
Dedicated Student Fees	\$ 156,688	\$ -	\$ -	\$ 156,688	0	\$ 17,997	\$ 175,525	\$ -	\$ (840)	\$ 156,688		
Excess Enrollment	\$ 1,151,951	\$ 258,813	\$ -	\$ 1,410,764	(0)	\$ -	\$ 819,856	\$ 187,672	\$ (10,075)	\$ 997,453		
Indirect Cost Recovery	\$ 188,251	\$ 13,084	\$ 100,271	\$ 93,168	(7,896)	\$ (814)	\$ 67,357	\$ 16,689	\$ (814)	\$ 281,455		
Miscellaneous Accounts												
Continuing Education												
<b>TOTAL</b>	\$ 1,496,890	\$ 271,897	\$ 100,271	\$ 1,660,620	(7,896)	\$ (11,729)	\$ 1,062,738	\$ 204,361	\$ (180,226)	\$ 1,435,596		

OTHER FUNDS	June 30, 2011			Mar 31, 2013			June 30, 2011			Mar 31, 2012		
	Cash Balance	YTD Revenue	YTD Expenditure	Cash Balance	YTD Accruals	YTD	Cash Balance	YTD Revenue	YTD Expenditure	YTD Accruals	Cash Balance	
Associated Students	\$ 47,151	\$ 14,232	\$ 7,832	\$ 54,363	811	\$ 13,242	\$ 59,067	\$ 2,262	\$ 829	\$ 48,916		
Bookstore												
Parking & TMP												
Food Services												
Auxiliary Enterprises												
Student Housing	\$ 8,632	\$ -	\$ 6,000	\$ 2,632	0	\$ 314	\$ 2,947	\$ -	\$ (1)	\$ 2,632		
Agency	\$ 12,972	\$ 767	\$ (7,247)	\$ 19,807	(1,179)	\$ (2,190)	\$ (36,408)	\$ 4	\$ (2,190)	\$ 10,347		
Motor Pool & Printing												
<b>TOTAL</b>	\$ 68,755	\$ 14,999	\$ 6,585	\$ 76,802	(367)	\$ (1,362)	\$ 25,606	\$ 2,266	\$ (1,362)	\$ 61,895		

<b>TOTAL RESERVES</b>	\$ 2,500,000	% of Operating Budget	40.9%
<b>TOTAL RESERVES</b>	\$ 2,500,000	% of Annualized Expenses	31.6%

**DISTRICT OFFICE - QUARTERLY FINANCIAL REPORT (Page 2 of 2)**  
**ADDITIONAL FINANCIAL INFORMATION (revenues & expenditures below are included in the previous page)**

LOCAL REVENUE SOURCES	FISCAL YEAR 2012-13		Actual as % of Target
	FY Target	YTD Actual	
Tuition Collection			
Running Start			
International Students			
Intensive English			
Indirects	\$ 650,000	\$ 670,404	103.1%

	FISCAL YEAR 2011-12		Actual as % of Target
	FY Target	YTD Actual	
	\$ 600,000	\$ 755,945	126.0%

OPERATING BUDGET CATEGORIES*	FY Budget	Budget as % of		YTD Expenditure	Exp as % of Budget
		Total	Total		
FT Faculty	\$ -	0.0%	\$ 2,000		n/a
Faculty Stipend					
PT / Pro Rata Faculty					
Classified	\$ 1,269,536	20.8%	\$ 863,033		68.0%
Exempt	\$ 2,497,355	40.8%	\$ 1,836,422		73.5%
Overtime	\$ 5,000	0.1%	\$ 11,492		229.8%
Hourly, Students & Other	\$ 86,850	1.4%	\$ 105,801		121.8%
Benefits	\$ 1,196,639	19.6%	\$ 858,270		71.7%
<b>Subtotal Labor &amp; Benefits</b>	<b>\$ 5,055,380</b>	<b>82.6%</b>	<b>\$ 3,677,018</b>		<b>72.7%</b>
Goods & Services	\$ 465,266	7.6%	\$ 189,712		40.8%
Travel	\$ 39,691	0.6%	\$ 29,382		74.0%
Equipment	\$ 25,500	0.4%	\$ 73,819		289.5%
Personal Services	\$ 14,400	0.2%	\$ 4,900		34.0%
Contingency & Reserves	\$ 491,685	8.0%	\$ -		0.0%
Others	\$ 25,000	0.4%	\$ 37,333		149.3%
<b>Subtotal Non-Labor</b>	<b>\$ 1,061,542</b>	<b>17.4%</b>	<b>\$ 335,146</b>		<b>31.6%</b>
<b>GROSS BUDGET</b>	<b>\$ 6,116,922</b>	<b>100.0%</b>	<b>\$ 4,012,164</b>		<b>65.6%</b>

\* Operating Budget Accts Only - excluding Self-Support and Local Funds

	FY Budget	Budget as % of		YTD Expenditure	Exp as % of Budget
		Total	Total		
	\$ 1,378,953	21.5%	\$ 1,021,971		74.1%
	\$ 2,482,547	38.7%	\$ 1,801,456		72.6%
	\$ 5,000	0.1%	\$ 4,767		95.3%
	\$ 116,462	1.8%	\$ 109,954		94.4%
	\$ 1,234,091	19.2%	\$ 901,682		73.1%
	\$ 5,217,053	81.3%	\$ 3,839,830		73.6%
	\$ 438,193	6.8%	\$ 188,757		43.1%
	\$ 49,591	0.8%	\$ 19,397		39.1%
	\$ 43,750	0.7%	\$ 24,134		55.2%
	\$ 19,800	0.3%	\$ 19,800		100.0%
	\$ 580,166	9.0%	\$ -		0.0%
	\$ 68,380	1.1%	\$ 75,207		110.0%
	\$ 1,199,880	18.7%	\$ 327,295		27.3%
	\$ 6,416,933	100.0%	\$ 4,167,125		64.9%

**Analysis/Notes:**

District Office expenses are under budgeted amounts.

### Forecasting 2013 Tuition Revenue Collection, Status as of March 31, 2013

(Operating Fee only) from Months 9 thru 13 based on monthly rolling extrapolation of FY2011 & FY2012

FYR	1	2	3	4	5	6	7	8	9	10	11	12	13
2012-13	\$ -	\$ 6,852,956	\$ 12,939,700	\$ 14,062,073	\$ 16,936,965	\$ 21,564,647	\$ 23,842,638	\$ 26,252,851	\$ 31,089,367	\$ 33,233,390	\$ 33,643,663	\$ 33,929,797	\$ 33,929,797
2011-12	\$ -	\$ 7,706,587	\$ 12,432,911	\$ 13,462,508	\$ 16,566,621	\$ 20,466,191	\$ 22,668,608	\$ 25,566,999	\$ 29,710,143	\$ 31,898,478	\$ 32,394,225	\$ 32,799,116	\$ 32,812,995
2010-11	\$ -	\$ 6,703,061	\$ 11,019,102	\$ 13,151,446	\$ 15,871,165	\$ 19,834,886	\$ 22,282,403	\$ 24,369,139	\$ 29,197,494	\$ 31,626,917	\$ 31,915,404	\$ 32,294,836	\$ 32,043,978
Avg of 2010-12	\$ -	\$ 7,204,824.07	\$ 11,776,006.72	\$ 13,306,976.92	\$ 16,218,892.67	\$ 20,150,538.52	\$ 22,475,505.35	\$ 24,988,068.82	\$ 29,453,818.34	\$ 31,762,697.27	\$ 32,154,814.39	\$ 32,546,976.13	\$ 32,428,286.29
			62%	41%	33%	29%	33%	27%	25%	22%	18%	16%	13%

Total Collected / Forecasted	Revenue Target	Collection as % of Target	Over/(Under) Target
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FY 1213	\$ 33,929,797	\$ 34,999,021	97%	\$ (1,069,224)
FY 1112	\$ 32,812,595	\$ 34,999,021	94%	\$ (2,186,426)
FY 1011	\$ 32,043,978	\$ 30,598,643	105%	\$ 1,445,335

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
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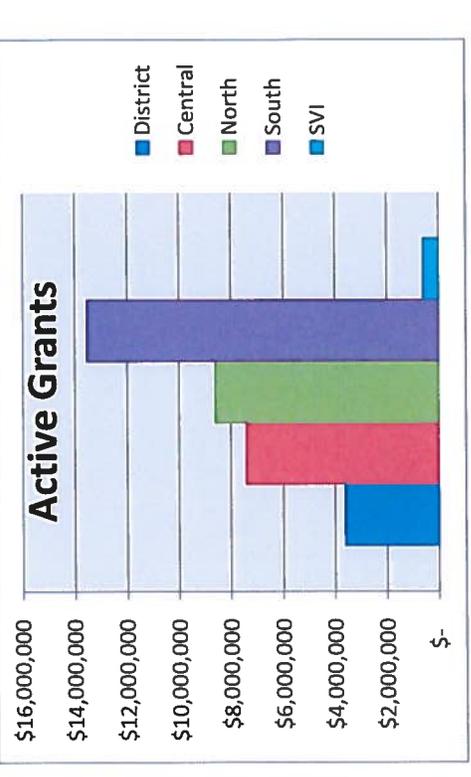
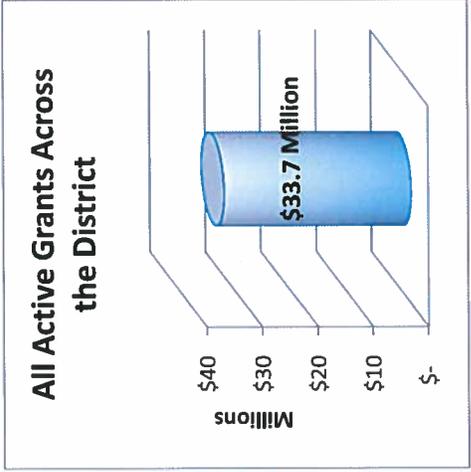
**SUMMARY**

The Seattle Community Colleges have supplemented the decreased funding from the State by applying for and receiving grants from several types of funders.

These grants total over \$33M in active grants and come with rules, reporting, and other resource investments.

Currently the NSF and Gates Student Success Grants are among the largest funders.

Most State Board Grants were awarded in the last quarter, in conjunction with the start of the fiscal year.



GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
<b>New Grants this Quarter</b>							
SBCTC	111	3DEA	16 SB I-DEA Grant	1/1/2013	12/31/2016	\$ 154,635	New Grants awarded this period include SB grants for the Job Skills Program and the I-DEA grants
SBCTC	111	4T66	13 SB JCP	1/10/2012	6/30/2013	\$ 40,565	
SBCTC	111	4T68	13 SB Job Skills	1/14/2012	6/30/2013	\$ 7,380	
						<b>\$ 202,580</b>	
<b>College Grants</b>							
			District			\$ 3,620,207	
			Central			\$ 7,402,913	
			North			\$ 8,599,385	
			South			\$ 13,532,647	
			SVI			\$ 593,343	
			<b>GRAND TOTAL</b>			<b>\$ 33,748,495</b>	

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
<b>DISTRICT</b>							
Bill & Melinda Gates Foundation	161	1BMG	Pathway to Completion	2011-01-01	2014-12-31	\$ 2,999,207	Pathways to Completion is a three-year grant from Bill & Melinda Gates Foundation to improve completion and student success to impact the entering student experience of targeted at-risk students.
Seattle-Office of Economic Development	111	1P2C	Pathways to Careers	2011-12-01	2012-12-31	\$ 621,000	The Pathways to Careers Project is a collective partnership to align interests and resources towards improving Seattle's economy through educational attainment funded by Seattle's Office of Economic Development.
<b>TOTAL - DISTRICT</b>						<b>\$ 3,620,207</b>	
<b>CENTRAL</b>							
CARNEGIE FOUNDATION	111	2C34	STATWAY	2010-07-01	2013-06-30	\$ 95,000	STATWAY means the Accelerated Pathway for Developmental Math for students to be able to complete transfer level statistics in a single year. Contribution over 3 years @ \$50k in Yr1,\$35k in Yr2,\$10K in Yr3.
COLLEGE SPARK WASHINGTON	111	2SPK	COLLEGE SPARK WA - COMPASS	2011-09-01	2013-12-31	\$ 25,855	OUTCOMES FOR HIGHER PLACEMENT SCORES FOR COMPASS, TRANSITION FROM BASIC SKILLS TO COLLEGE-LEVEL WITHIN 1-YR, ENROLLMENT PERSISTENCE RATE.
KC, WorkForce Dev Council	161	2SIF	SKILL UP	2011-08-11	2012-12-31	\$ 125,025	Support the implementation of business technology (BTECH) pgm in Central to recruit/enroll students.
King County Detention	111	2N64	King County Adult Juveniles & Women Detention Education	2012-07-01	2013-06-30	\$ 58,608	
Nat'l Science Foundation	111	2OSP	Central - Onsite Collaborative Scholarship	2010-08-01	2015-07-31	\$ 487,000	A \$1.2mil over 5-years for student support infrastructure, project mgmt, & scholarships to approx 170 talented/low-income/pursuing career students/transfer associate degrees in sciences.
Nat'l Science Foundation	111	2RST	Central - Ready! Set! Transfer!	2010-08-01	2015-07-31	\$ 689,494	A \$2.0mil over 5-years to increase students into successfully transferring to baccalaureate institutions by recruiting & supporting READY students, help SET students persist & achieve academic excellence in their STEM major classes, & help students to TRANSFER to 4-year institutions.
SBCTC	011	3ABE	ABE MASTER PROGRAM	2012-07-01	2013-06-30	\$ 255,549	
SBCTC	011	3ELC	ELC MASTER PROGRAM	2012-07-01	2013-06-30	\$ 46,555	
SBCTC	111	2M08	2011-13 ABE I-BEST Academic Grant	2011-12-01	2013-06-30	\$ 50,000	
SBCTC	111	2M20	2012 OCL - Instructional Designer Grant	2012-01-01	2013-03-31	\$ 13,000	
SBCTC	111	2M21	2011-13 ABE I-BEST On-Ramp Grant	2011-12-01	2013-06-30	\$ 50,000	

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
SBCTC	111	2M24	2012 Gates: Open Course Library - Faculty Course Designer	2012-01-01	2013-03-31	\$ 10,500	
SBCTC	111	2M28	2012 Gates: Open Course Library - Faculty Course Designer	2012-01-01	2013-03-31	\$ 10,500	
SBCTC	111	2M35	2013 SBCTC BFET	2012-10-01	2013-09-30	\$ 440,519	Provides FinAid up to 50% for Basic Food recipients not participating in Temporary Asst. for Needy Families (TANF) program.
SBCTC	111	2N60	PRK LEADRSHP BLOCK GRANT	2012-07-01	2013-06-30	\$ 16,000	
SBCTC	111	2N61	EL Civics I-Best On-Ramp Planning	2012-09-15	2013-09-30	\$ 14,500	
SBCTC	111	2N63	2013 ABE TRAINING GRANT	2012-07-01	2013-06-30	\$ 3,450	
SBCTC	111	2N65	Perkins Non-traditional Employ & Training	2012-09-19	2013-06-30	\$ 5,000	
SBCTC	111	Varies	PERKINS PLAN	2012-07-01	2013-06-30	\$ 229,188	
SBCTC	111	Varies	2013 WorkFirst Delivery Agreement	2012-07-01	2013-06-30	\$ 274,455	
SCC FOUNDATION	161	2CMP	DW COMPASS PREP INITIATIVE	2011-08-01	2015-12-31	\$ 33,000	PREPARE STUDENTS FOR COMPASS EXAM TEST.
Sea Jobs Initiative	151	2M17	SJI Laflen	2011-10-01	2012-12-31	\$ 3,000	Working adult program to promote student persistence & completion in post-secondary educ oppy.
US Dept of Commerce	191	2C47	Energy Conservation Measures	2010-04-18	2014-06-30	\$ 2,058,915	Quantum Engineering & Devlp Inc. to provide energy efficiency measures at a total cost of \$5,587,200 (w/o tax and EAS) to be funded partially from Dept of Commerce for \$2,058,915, Seattle Light incentive for \$850,988, 10 year loan for \$1.5mil, and capital investment for \$1.0m.
US, Dept of Education	161	2C42	DoE TRIO - Student Support Svcs.	2010-09-01	2015-08-31	\$ 2,407,800	A grant award to HE to provide oppy for academic dev, assist students with basic college requirements, & motivate students towards successful postsecondary education. Annual funding = \$481,560 (no grants-aid).
<b>TOTAL - CENTRAL</b>						<b>\$ 7,402,913</b>	

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
<b>NORTH</b>							
Bill & Melinda Gates Foundation	141	3OCG	Gates IT Integration	2011-12-01	2012-12-31	\$ 128,915	An Integrated system to improve service delivery & tracks customer outcomes among partners in the OCE&E
COLLEGE SPARK WA	111	3SPK	COLLEGE SPARK WA - COMPASS	2011-09-01	2013-12-31	\$ 133,155	OUTCOMES FOR HIGHER PLACEMENT SCORES FOR COMPASS, TRANSITION FROM BASIC SKILLS TO COLLEGE-LEVEL WITHIN 1-YR, ENROLLMENT PERSISTENCE RATE.
KC, WorkForce Dev Council	111	3M04	WDC HPOG 10/645	2011-09-01	2012-12-31	\$ 177,130	Provide cohort-based training for HCA-enrolled participants to help students develop basic educ & other skills that prepares them to successfully participate in occupational healthcare training. Also, provide coursework necessary to prepare students to sit in the National Assisting Certification exam administered by AAMA.
National Science Foundation	111	3C23/4	NSF- SHINE2 NANOTECH	2012-09-01	2016-08-31	\$ 2,999,878	SHINE acts as a regional hub to promote awareness of the principles of Nano science among the public, middle & high school students, and STEM educators, while expanding the diversity & number of trained Nano technicians entering the local workforce to pursue Nanotechnology education at 4-year institutions.
Nat'l Science Foundation	111	3OSP	North - Onsite Collaborative Scholarship	2010-08-01	2015-07-31	\$ 360,000	A \$1.2mil over 5-years for student support infrastructure, project mgmt, & scholarships to approx 170 talented/low-income /pursuing careers/transfer associate degrees in sciences.
Nat'l Science Foundation	111	3RST	North - Ready! Set! Transfer!	2010-08-01	2015-07-31	\$ 783,478	A \$2.0mil over 5-years to increase students into successfully transferring to baccalaureate institutions by recruiting & supporting READY students, help SET students persist & achieve academic excellence in their STEM major classes, & help students to TRANSFER to 4-year institutions.
NW HOSPITAL & SEIU	111	3NWT	HW Hospital Transition	2011-09-01	2012-12-31	\$ 57,913	Transition of NW Hospital Employees from HEET grant to becoming enrolled in NSCC Nursing Pgm.
SBCTC	011	3ABE	2013 ABE Master Extension Application	2012-07-01	2013-06-30	\$ 87,604	
SBCTC	011	3ELC	2013 ABE Program – EL Civics Application	2012-07-01	2013-06-30	\$ 45,082	
SBCTC	111	3ADA	2011-12 Open Course Library - Support Grant	2012-01-01	2013-03-31	\$ 6,667	
SBCTC	111	3M16	2013 BFET	2012-10-01	2013-09-30	\$ 359,040	Provides FinAid up to 50% for Basic Food recipients not participating in Temporary Asst. for Needy Families (TANF) program.
SBCTC	111	3N63	ABE Training Grant	2012-07-01	2013-06-30	\$ 3,450	
SBCTC	111	3PCM	2011-12 Gates: Pre-College Math	2011-09-01	2012-12-31	\$ 64,502	
SBCTC	111	3VP2	JOB SKILLS PGM	2012-07-16	2013-06-30	\$ 132,477	

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
SBCTC	111	Varies	2013 Perkins Plan	2012-07-01	2013-06-30	\$ 167,544	
SBCTC	111	Varies	2013 WorkFirst Delivery Agreement	2012-07-01	2013-06-30	\$ 201,679	
SEATTLE & MEDINA FNDTN	111	3FLI	FINANCIAL LITERACY INITIATIVE	2011-05-01	2012-12-31	\$ 85,000	Support for the Fin Literacy Initiative Pgm.
US, Dept of Education	111	3N80	UPWARD BOUND 2007-11	2007-12-01	2012-11-30	\$ 1,027,025	Upward Bound provides fundamental support to participants in their preparation for college entrance. On 4-2-2010, DoE granted no-cost extension up to Nov 2012.
US, Dept of Labor	111	3AIR	AIR WA Consortium	2011-10-01	2014-12-31	\$ 1,168,679	Consortium of WA aerospace & advanced manufacturing education & training organizations that will serve students & companies in areas managed by the WDC whose lead grantee is the Spokane CC.
US, Dept of Labor	111	3CAP	ARRA-ETPG HCAP	2010-01-15	2014-02-14	\$ 138,120	Update training & placement of workers impacted by national energy & environmental policy for energy efficiency & renewal.
US, DOL & SEIU	111	3NDL	NEEDL SEIU-DOL ARRA	2010-06-01	2013-02-28	\$ 432,937	North (sub-contractor) over 3 yrs to develop, coordinate, & deliver an online hybrid Assoc Degree in Nursing program.
WA - DSHS	111	3L32	LEP Pathway	2012-07-01	2013-06-30	\$ 39,110	ASSIST ELIGIBLE REFUGEES NOT ON PUBLIC ASSISTANCE TO FIND EMPLOYMENT WHILE PARTICIPATING IN ESL, SKILL RTRAINING OPPTY.
SBCTC	111	3DEA	16 SB I-DEA Grant	1/1/2013	12/31/2016	\$ 154,635	New Grants awarded this period include SB grants for the Job Skills Program and the I-DEA grants
<b>TOTAL - NORTH</b>						<b>\$ 8,599,385</b>	

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
<b>SOUTH</b>							
College Access Challenge Grant	111	4C85	1/5 College Access Challenge Grant	2010-10-14	2015-08-31	\$ 92,000	South & MDC (fiscal agent & responsible for reporting to the HECB (funding) will collaboratively implement the college access challenge grant for the purpose to increase academic performance & preparation (targeted HS students) & increase their graduation & post-secondary enrollment rates.
KC Adult & Juvenile Detention	111	4N06	The Learning Center	2012-01-01	2012-12-31	\$ 192,528	Funding for KC mental illness & drug dependency program.
KC, WorkForce Dev Council	111	4K01	DOL/WDC-ARRA-Comm'l Energy Auditor Tech Program	2010-09-01	2012-12-31	\$ 355,951	South to recruit students & prepare them for employment as a Commercial Energy Audit Technician.
KC, WorkForce Dev Council	111	4L68	1213 ONE-STOP	2012-07-01	2013-06-30	\$ 52,248	Infrastructure cost for WorkSource affiliate office.
Kenworth Trucking	111	4L62	CDL - Kenworth Trucks	2012-01-01	2012-12-31	\$ 89,400	Two 160-hours comm'l driver license training courses.
Nat'l Science Foundation	111	4OSP	South - Onsite Collaborative Scholarship	2010-08-01	2015-07-31	\$ 353,000	A \$1.2mil over 5-years for student support infrastructure, project mgmt, & scholarships to approx 170 talented/low-income/pursuing careers/transfer associate degrees in sciences.
Nat'l Science Foundation	111	4RST	South - Ready! Set! Transfer!	2010-08-01	2015-07-31	\$ 527,028	A \$2.0mil over 5-years to increase students into successfully transferring to baccalaureate institutions by recruiting & supporting READY students, help SET students persist & achieve academic excellence in their STEM major classes, & help students to TRANSFER to 4-year institutions.
Puget Snd skills Center	111	4L82	PSSC AERO COMPOSITES	2012-06-21	2012-11-07	\$ 12,000	Train 20 students from Puget Sound Skills Center to understand safety precautions & shop safety practice of aerospace composites.
Puget Snd Regional Council	111	4C10	WA Clean Energy Partnership project	2011-10-01	2013-10-01	\$ 79,699	Internship/Training on Clean Energy. Requires \$30,201 of local match. CFDA11.307 of Dept of Commerce.
SBCTC	011	4ABE	2013 ABE Master Extension Application	2012-07-01	2013-06-30	\$ 144,363	
SBCTC	011	4ELC	2013 ABE Program - EL Civics Application	2012-07-01	2013-06-30	\$ 38,662	
SBCTC	111	4K05	OCL-Librarian Grant	2012-01-01	2013-03-31	\$ 10,000	Support for faculty librarian instructor course development.
SBCTC	111	4K11	12SB OCL -Faculty Course Design	2012-01-01	2013-03-31	\$ 10,500	To design courses for the Open Course Library project.
SBCTC	111	4K12	12SB OCL -Faculty Course Design	2012-01-01	2013-03-31	\$ 10,500	To design courses for the Open Course Library project.

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
SBCTC	111	4K13	12SB OCL -Faculty Course Design	2012-01-01	2013-03-31	\$ 10,500	To design courses for the Open Course Library project.
SBCTC	111	4K14	12SB OCL -Faculty Course Design	2012-01-01	2013-03-31	\$ 10,500	To design courses for the Open Course Library project.
SBCTC	111	4L70	ABE Training Grant	2012-07-01	2013-06-30	\$ 3,300	
SBCTC	111	4M16	BFET	2012-10-01	2013-09-30	\$ 1,147,172	
SBCTC	111	4V31	Perkins Plan	2012-07-01	2013-06-30	\$ 198,820	
SBCTC	111	Varies	WorkFirst Delivery Agreement	2012-07-01	2013-06-30	\$ 294,415	
Seattle Public School	111	4L07	1213 SPS AUTO COLLISION	2012-09-01	2013-06-30	\$ 53,006	Auto mechanical & repair instruction for Seattle Public School Students.
Seattle Public School District	111	4N17	SPSD SERVICE LEARNING	2010-10-01	2013-09-13	\$ 25,000	SSCC to hire a 0.5 FTE Learning Coord to partner with SYEZ project to focus Svc Learning projects at the college level addressing the needs of the SYEZ grant in partnership with SPS.
Snohomish - WDC	111	4M56	WDC-SNH-SKLUP/JFF	2012-07-01	2013-06-30	\$ 70,685	Develop EcoBuilding training for students to use for onsite lab settings.
US Dept of Education	111	4M90	DoE TRIO - Upward Bound #1	2012-09-01	2017-08-31	\$ 1,501,500	Serves high students from low-income families with a goal to increase the number of participants to complete secondary and enroll in and graduate from institutions of post-secondary education. Annual funding = \$300,300.
US Dept of Education	111	4M94	DoE TRIO - Upward Bound #2	2012-09-01	2017-08-31	\$ 1,750,000	Serves high students from low-income families with a goal to increase the number of participants to complete secondary and enroll in and graduate from institutions of post-secondary education. Annual funding = \$350,000.
US Dept of Education	111	4T60	DoE (Title III) Reaching the tipping point for Academic Success.	2010-10-01	2015-09-30	\$ 1,998,800	Strengthening Institution Pgm helps HE to become self-sufficient/expand their capacity to serve low-income students by providing funds to improve /strengthen academic quality, inst'l mgmt, & fiscal stability. Annual Funding: FFY2011=\$399,921, FFY2012=\$399,921, FFY2013=\$399,520, FFY2014=\$399,871, FFY2015=\$399,849.
US Dept of Education	161	4C88	DoE TRIO - Talent Search	2011-09-01	2016-08-31	\$ 1,288,845	Assist individuals from dis-advantaged backgrounds to complete high school & complete a post-secondary education. It provides for tutorial, career exploration, aptitude assessments, counseling, mentoring pgms, workshops, information on postsecondary education. Annual funding=\$257,769.

**Seattle Community Colleges - District VI  
ACTIVE GRANTS for Period Ending March 31, 2013**

GRANTOR	PC	ORG	TITLE	START DATE	END DATE	AWARDED BUDGET	NOTES
US Dept of Education	161	4L44	DoE TRIO - Student Support Svcs.	2010-09-01	2015-08-31	\$ 1,524,155	A grant award to HE to provide oppor for academic dev, assist students with basic college requirements, & motivate students towards successful postsecondary education. Annual funding = \$304,831 (NOTE: An amount of \$30k is provided charged to 161-4L02 for grants-aid to participants who are receiving Pell Grants).
US Dept of Labor	111	4T31	STEM-Composites Technician Certification	2011-10-01	2014-09-30	\$ 1,000,000	Curriculum development & program approval process for the Composites Technician Certificate.
US Dept of Labor	111	4W75	WBL INITIATIVE	2012-01-23	2013-04-30	\$ 200,000	Participation in a learning laboratory to collectively support the development, testing, delivery, & expansion of education & training for low-wage, lower skilled workers at their place of employment.
WA-DSHS	111	4L92	13DSHS LEP PATHWAYS	2012-07-01	2013-06-30	\$ 359,372	ASSIST ELIGIBLE REFUGEES NOT ON PUBLIC ASISTANCE TO FIND EMPLOYMENT WHILE PARTICIPATING IN ESL, SKILL RTRAINING OPPTY.
WA-ESD	111	4M92	1213 ESD-I CO-LOCATION	2012-07-01	2013-06-30	\$ 34,403	Co-location position at South responsible for providing Employment security resources & assistance to students.
West Seattle HS	111	4N61	West Seattle HS	2012-09-01	2013-09-01	\$ 46,350	South to deliver the Readiness Academy program to College Bound students.
SBCTC	111	4T66	13 SB JCP	1/10/2012	6/30/2013	\$ 40,565	New Grants awarded this period include SB grants for the Job Skills Program and the I-DEA grants
SBCTC	111	4T68	13 SB Job Skills	1/14/2012	6/30/2013	\$ 7,380	New Grants awarded this period include SB grants for the Job Skills Program and the I-DEA grants
<b>TOTAL - SOUTH</b>						<b>\$ 13,532,647</b>	
<b>SVI</b>							
SBCTC	011	5ABE	2013 ABE Master Extension Application	2012-07-01	2013-06-30	\$ 61,851	
SBCTC	161	5V31	Perkins Plan	2012-07-01	2013-06-30	\$ 67,407	
SBCTC	111	5N63	ABE Training Grant	2012-07-01	2013-06-30	\$ 3,450	
SBCTC	111	Varies	WorkFirst Delivery Agreement	2012-07-01	2013-06-30	\$ 250,433	
SBCTC	111	5M16	BFET	2012-10-01	2013-09-30	\$ 210,202	
<b>TOTAL - SVI</b>						<b>\$ 593,343</b>	
			<b>TOTAL - All Active Grants</b>			<b>\$ 33,748,495</b>	

**SEATTLE COMMUNITY COLLEGES  
MAJOR CAPITAL PROJECT REPORT  
FUNDING REPORT AS OF March 31, 2013**

Project	Approved Funding	Status
<b>CENTRAL CAMPUS</b>		
WOOD CONSTRUCTION REPLACEMENT	\$ 22,221,603	Replace 5 inadequate, obsolete buildings. WCC program remained on-site & operational during construction. Completion date November 2012.
MARITIME ACADEMY REPLACEMENT	\$ 3,025,000	Infrastructure repairs - bulkhead, piers, dredging - complete. Replacement of 3 buildings & a barge to meet safety standards & industry training needs. Design essentially complete, in for permits. Construction funds expected July 2013.
CHARLES MITCHELL BLDG SIDING REPAIR	\$ 1,250,000	Emergency siding repairs to the Mitchell Student Activity Center. Phase I complete, evaluating possibility of a second phase.
	<b>\$ 26,496,603</b>	
<b>NORTH CAMPUS</b>		
		The Tech Building renovation will provide space for labs and classrooms for the College's health, medical and science programs, creating a Human Biology and Science Center, including a Cadaver Lab, a Learning Center to centralize and consolidate the College's tutoring programs and promote student success, and spaces for student gathering. The cafeteria will be relocated to the ground floor of the new facility. The Technology Building Renewal project is planned to achieve a LEED Silver or possibly Gold Certification. It will be a cutting-edge facility that helps fill the skills gap and increase the capacity to train and educate students for high demand jobs.
TECHNOLOGY BUILDING RENEWAL	\$ 25,419,000	The project includes the comprehensive renovation of the northern two-thirds of the existing building and a 23,100 square foot steel framed rooftop addition. This will create a 46,600 square foot facility, extending the life of the building for more than 40 years. The rooftop addition will allow for increased instructional lab space and classrooms on campus. The project has generated approximately 211 construction jobs. As of April, the project is 43% completed and has 0.78% in change orders. The overall project has good momentum and should be substantially completed by our February 2014 target.
		Contractor: Berschauer Phillips Construction Percent complete: 35% and Percent of change orders: .01%
	<b>\$ 25,419,000</b>	
<b>SOUTH CAMPUS</b>		
PSIEC EXPANSION	\$ 5,200,000	Dept of Commerce Grant Award. Design & construct a 9,800 s/f LEED addition to the Gene J. Colin Education Building. Ribbon-cutting ceremony 09/26/12. Close-out awaiting document finalization for LEED certification.
MACHINE SHOP RENOVATION FOR INSTRUCTIONAL WINE PROGRAM	\$ 2,384,726	Replace old Machine Shop with Wine Making Program. Project includes reconfiguring existing ventilation system to accommodate safe wine production. Occupancy targeted for March 2013.
	<b>\$ 7,584,726</b>	
<b>DISTRICT BALANCES</b>	<b>\$ 59,500,329</b>	

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill Wakefield, Chancellor

**DATE:** May 9, 2013

**SUBJECT:** Student Success Report – Progress since Fall Quarter, 2012 on Completion Efforts

Fall quarter 2012 was the first implementation of our four “Start to Finish” interventions (mandatory orientation, intrusive advising, dashboard tracking/early alert, and accelerated math) designed for the Pathway to Completion initiative. In each area we have seen growth in the number of students participating, especially with our accelerated math options.

Deans and math faculty have risen to the challenge called out in our grant outcomes—to increase our developmental math sequence success by 250 students each year, for the next two years. During the 2012-13 academic year, we offered 36 sections of accelerated developmental math, serving approximately 1,000 students. In the upcoming 2013-14 year, we have tentatively scheduled 88 sections of accelerated developmental math, slated to serve over 2,500 students, thus adding an estimated 500 students who would not have succeeded in the traditional developmental math curriculum. Assuming we achieve this goal, we will have doubled the success rate to which we committed.

The district is also planning to increase its commitment to the ALEKS and Statway math programs, which brings the need for training more math faculty in the Carnegie Foundation’s “Productive Persistence” (student success content) model.

This spring quarter, we have reached out to the Seattle Public Schools and partners, such as SBCTC and CCER, to begin the work of aligning the new Common Core curriculum in math and English with our community college outcomes.

### 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 College District

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

DATE: May 9, 2012

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT –Information Only

**Student Administrative Council (SAC)**

- The Student Fee Board has started hearing requests for funds from the Service and Activities budget. This budget provides money all of the ongoing programs that the Student Fee Board is involved in funding every year, requests for one time expenditures come from other budgets that were decided during winter quarter.
- SAC is currently accepting applications for positions in all of Student Leadership. SAC applications are due by April 26<sup>th</sup> and the rest of the applications will be considered after July 1<sup>st</sup>. All current students that have a minimum 3.0 GPA who plan to attend North for the entire 2013-2014 school year are welcome to apply. Each year for the last several years the quality and quantity of SAC applicants has steadily increased so we look forward to the difficult decision ahead.
- Eighteen students attended the Students of Color Conference (SOCC), held in Yakima April 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup>. SOCC teaches students about issues of identity development and social justice, how they interact with one another, and how these issues affect students' lives. Every year many students describe SOCC as a life-changing experience.

**Arts, Lectures and Activities Board**

- North hosted our second annual Cesar Chavez Blood Drive, on April 3<sup>rd</sup>, collecting donations for a local blood bank. The promotion for this Drive focuses on attracting Latino donors due to the low average number of donors from this community. This Blood Drive is held in partnership with a national organization (of the same name) that holds similar blood drives on college campuses across the nation.

**Clubs**

- The quarterly Club Fair, held on April 10<sup>th</sup>, gave campus clubs the opportunity to promote their upcoming events, attract new members, and find support and partnership possibilities with other clubs. At least 15 clubs were in attendance and students were drawn in by the lure of the cotton candy and snow cones that were served at the event. Most students who came for the goodies stayed to learn about clubs they could join and participate in.

**MEMORANDUM**

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

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

**DATE:** May 9<sup>th</sup>, 2013

**SUBJECT:** Associated Student Council Board Report – Information

**Students of Color Conference**

Seattle Central students attended the annual *Students of Color Conference*, held in Yakima, Washington. This is the most popular conference for students to go to, with dozens in attendance. The event draws over 700 students from community colleges across Washington State. Students attending the conference have a wide variety of workshops to choose from and come back to Seattle Central ready to speak about their experience to other students. The event is organized by the Multicultural Office’s Tina Young.

**Student Leadership Sponsors SORC Luncheon**

Student Leadership’s Student Organization Research Council (SORC) organized the *Leadership Luncheon*, where SORC members presented information on SORC’s six different club commissions, and how they foster cross-collaborations between student organizations. SORC club commissions exist to encourage and foster collaborations across the diverse and numerous student organizations on campus. SORC provides student clubs with the supplies and space they need to flourish. The commissions are separated by categories which further support and facilitate the collaboration between clubs with like-minded goals. Currently, there are five different commissions: Social Justice, Cultural, Science and Technology, Spiritual, and a Sports Commission.

Student Leadership’s Jose Chi explains the success of the commissions: “This was a pilot year where the commissions took over the old *Interclub Council*, and not only are we pleased with the club participation, but we are also very proud on how the SORC members are leading them.” Jose Chi has been involved from day one with the commissions, and has helped this idea become a staple of the work that Student Leadership has done this year. Through the commissions, students have learned skills on networking, outreach, and promotion.

### **Welcome Back Days**

Info Central coordinated another successful *Welcome Back Days* (WBDs) event for Spring Quarter, assisting over 1000 students, in five locations, throughout Seattle Central's main campus. WBDs are designed to assist new and returning students in navigating Seattle Central and the enrollment process during the first two days of the quarter. Student Leaders from all Leadership Boards staff tables throughout campus, providing directions, enrollment forms, and answers to questions ranging from finding an instructor to waitlist procedures.

Julia Buchans oversees WBDs as the adviser for Information Central, and she has been instrumental in the center's successful opening; helping to not only coordinate WBD's, but to assist students in running Info Central year round. In the future, Info Central plans to distribute satisfaction surveys at WBDs to determine whether WBDs are meeting the needs of students during the start of the quarter, and whether Info Central is relieving the burden on other Student Services offices.

### **Associated Student Council Follows Up on Higher One**

The Associated Student Council and its subcommittee, the Issues and Concerns Board, continue to work on the Higher One survey project. The ASC released survey findings to the district financial office on Thursday, April 4<sup>th</sup>, and has since been debating the best avenues for conveying this information to students. To that end, the ASC has designed several educational posters illustrating how to avoid fees and who to contact for troubleshooting. The posters will hang all over campus and will hopefully serve to educate and/or remind students about fees they can avoid – a large area of dissatisfaction that was revealed from the survey.

### **Unisex Bathrooms Debated on Campus**

The issue of unisex and/or transgender –friendly bathrooms has recently become a hot topic on campus. Several transgender students, and their supporters, have recently voiced concern over the lack of safe spaces to use the restroom. One such student spoke to the Associated Student Council on April 18<sup>th</sup>, and asked the ASC to advocate for the only unisex bathroom (located on the third floor) to stay open as late as the building is open. The unisex restrooms have been closing at 5:00pm nightly, leaving students who do not feel comfortable using the single-sex bathrooms with no alternative. Several transgender students reported verbal and physical harassment this month while in single-sex bathrooms. The student was supported at the meeting by Jeff Keever, who said that multiple other students have voiced concern over the lack of unisex restrooms to his department. The ASC will continue to research this issue in the coming weeks.

MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

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

DATE: May 9, 2013

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

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

**Student Voting Member On Board of Trustees**

LaVerne Lamoureux, Director of Government Relations, spoke at our April 2 United Student Association meeting. We appreciate LaVerne's understanding of Bill SSB 5217. She has a unique perspective on how this bill was written and intended to be implemented. We discussed the details of the bill and some pros and cons of pursuing this as an option for our district. Some of the points brought up were the process in choosing one student from the three colleges; if the three student body presidents that currently sit at the table, would still be there and/or have a voice to be heard. South's student government members discussed and deliberated after LaVerne left, and felt that it is still an important option for our district to consider a voting student member on the Board of Trustees.

**Welcome Back Ice Cream Social - April 4**

Nhung Le, our Social Activities Officer, organized a well-received event with over 300 students in attendance. Ben and Jerry's provided and served their delicious ice cream for free, and the United Student Association served free popcorn. We also announced up-coming events, student elections and hosted a registration drive as well.

### **ORCA Bus Pass**

With King County Metro's announcement of their budget cuts, we would still like to pursue the conversation regarding a more affordable bus pass for SCCD students, including collaborating with other community colleges. There is action being taken by the district office to round table a discussion on the current Metro Bus Pass provided to SCCD students known as the ORCA card. We have not meet yet to discuss how to go forward but there is buzz on our campus regarding this issue.

### **Blood & Bone Marrow Drive - April 16**

The Puget Sound Blood Center will be visiting our campus once again this quarter for our quarterly blood drive. Puget Sound Blood Center staff will also be conducting bone marrow registry.

### **Spring Dance - April 26**

The United Student Association, South's Club Center and International Programs are sponsoring the annual Spring dance with the theme of "Red Carpet Swag." It will take place on Friday, April 26, from 8 pm to 12 am in the Cafeteria. We will be featuring DJ Uncle Guy and a canned food drive, where students can bring two cans of food for one dollar off admission. This is an important event to the South community, for it brings unity, fun, and excitement to our education.



MEMORANDUM

Seattle  
CENTRAL  
Community  
College

TO: Board of Trustees

FROM: Jill A. Wakefield  
Chancellor

DATE: May 9, 2013

SUBJECT: Chancellor's Report - Information Only

NORTH  
Seattle  
Community  
College

**Trustee Partnership Award to Seattle Times.** Congratulations to Frank Blethen and the Seattle Times, winner of the annual Partnership Award from the state-wide Trustees Association. In our nomination, the Seattle Community Colleges highlighted Blethen's leadership on the Greater Good public service advertising and outreach campaign, which focused on the results of budget cuts to higher education. The Seattle Times publisher has long been a friend to our colleges, and credits former chancellor Charles Mitchell as one of his higher education mentors. Dr. Mitchell, former Trustee Tom Malone, and UW President Michael Young were among those who wrote letters of support for the nomination. Board Chair Jorge Carrasco and I will attend the Awards Dinner on May 16 at Swinomish Casino & Lodge in Anacortes.

SOUTH  
Seattle  
Community  
College

**Branding and positioning initiative.** Pyramid Communications is nearing completion of the branding and positioning study with a presentation to the Board at the May 9 meeting's study session. In April, consultants received feedback at a meeting with the District Foundation board. The final meeting is scheduled to take place at the May 29 Management Team meeting.

SVI Seattle  
Vocational  
Institute

**Economic Development Commission.** My first meeting with the city of Seattle's Economic Development Commission was held April 30. I was elected Vice Chair. The initial charge of the Commission will be to produce and present a report to the Executive and the Council outlining findings and measures that could be implemented to support business innovation and prepare our workforce to meet the needs of our economy.

Georgetown  
Campus

**University Club.** I was invited to represent community colleges at an April 11 panel at the University Club, moderated by Seattle University President Stephen Sundborg, S.J. Panel members UW President Michael Young, Seattle Pacific University President Daniel Martin and I responded to questions about innovative opportunities and educational initiatives, how our colleges contribute most to higher education needs in our region, and how we focus on the link between higher education and preparation for needed jobs and careers.

NewHolly  
Learning  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

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

**Grants.** The College Spark Foundation has awarded the Seattle Community Colleges a \$150,000 grant for our "Seattle High School to College Transition System." The proposal would adapt the 13<sup>th</sup> Year Scholarship/Readiness Academy approach for College Bound

students from three Seattle high schools. The Academy orients students to college life and prepares them to succeed as college students. Activities include academic advising, COMPASS prep and testing and academic support through the first quarter of college. Complementing these efforts, we have received \$5,000 for COMPASS prep workshops from the Nordstrom Foundation.

**SCCTV in the works.** Seattle Community Colleges is working on website re-designs for SHINE (Seattle's Hub for Industry-driven Nanotechnology Education, headquartered at North Seattle Community College) as well as the UW Medicine Department of Surgery. In the near future, the team will collaborate in the creation of a district-wide emergency preparedness online training interface for staff and students, new student online orientation for South, and an upgraded online training site for American Financial Solutions in partnership with the North Foundation.

**Legislative Session continues.** As you know, the legislative session is now on hiatus, and scheduled to reconvene on May 13 at 9 am. Neither the capital nor the operating budget passed during the regular session. The budget writers are expected to meet during the two-week hiatus to hammer out both capital and operating budgets. The following eight Bills are headed to the Governor for signature on April 23:

HB 1109 (Military/Early Registration); ESHB 1247 (Job Skills Program); SHB 1686 (SBCTC Request – GED); SSB5180 (Improving Access to Higher Education for Students with Disabilities); SSB SNG (Nonprofits); 2SSB5624 (Aligning High-Demand Secondary STEM or Career & Technical Education Programs with Applied BA Programs); SB 5712 (Encouraging Colleges to Use and Inform Students of Multiple Measures to Determine Precollege Courses); SSB5774 (“Sip & Spit”), affecting South Seattle’s Wine Program.

**Communications.** The annual *Spotlight* magazine has been published by the District Public Information Office. *Spotlight* communicates the impact of the Seattle Community Colleges by reporting achievements, awards, information and news coverage to a wide variety of audiences. Copies are now being distributed to members of the business and civic community and to the college community. The magazine will also be available on the Publications page in the News and Information section of the district website.

The Public Information Office is also collaborating with district-wide International programs to produce informational brochures and expand the website; and worked with the district-wide Basic Skills offices to create materials supporting Literacy month; and with district-wide Tech-Prep on new student brochures for the Seattle Community Colleges-Seattle Public Schools Tech-Prep program.



## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** May 9, 2013

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

### Workforce Retreat

On April 10, stakeholders from each of the colleges gathered for a day-long retreat. The morning was dedicated to the Pathways to Careers Initiative, including a review of lessons learned from implementation of the Business Information Technology, Logistics, and Manufacturing Pathways. The afternoon session was spent discussing the implications of Health Care Reform for potential new program development. The group heard a presentation on the Affordable Care Act followed by a panel of industry experts. We want to especially thank Trustee Steve Hill for participating as a panelist and sharing his knowledge on Health Care Reform with the group. The day generated great discussion and next steps for each topic.

### Worker Retraining Application

The 2013-14 Worker Retraining application is currently being prepared for submittal. The State Board gave the District a planning allocation of 1,056 FTES, 13 more than the 2012-13 allotment.

### Faculty Development Update

In response to the recent emergency situations throughout the country, Faculty Development has teamed up with the City of Seattle Emergency Management Division to provide an Emergency Preparedness workshop for all full and part-time faculty. The session will review the City's "What to do to Make it Through" campaign, highlighting safety protocol for individuals and families.

Seattle  
CENTRAL  
Community  
College

NORTH  
Seattle  
Community  
College

SOUTH  
Seattle  
Community  
College

SVI Seattle  
Vocational  
Institute

Duwamish  
Apprenticeship  
& Education  
Center

NewHolly  
Learning  
Center

Sand Point  
Education  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

Washington District VI  
1500 Harvard Avenue  
Seattle, WA 98122  
206.587.4100  
Fax 206.587.3883  
Voice Relay 800.833.6388

# MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Kurt R. Buttleman *KRB*  
**DATE:** May 9, 2013  
**SUBJECT:** Vice Chancellor for Finance & Technology Report - Info. Only

## BUDGET DEVELOPMENT

The Spring season brings the Budget Development cycle to the Seattle Community Colleges. All of our colleges, SVI and the District Office have budget planning processes underway. We use a process here at Seattle Community Colleges that starts with a public kick-off meeting in March that outlines the current economic climate in our state and expected state legislative actions related to Community College funding. This year there wasn't much to report in the month of March because the legislature did not have an approved budget.

The next step in the process is up to the budget and administrative units. This is the chance for departments and divisions to review their unmet needs and make proposed changes to the budget for the next Fiscal Year. Once the requests are collected, they are reviewed by the College Council teams or a sub-group of College Council specifically designated for Budget Development. These teams then make recommendations to the Senior Leadership Teams at each college and prioritized decisions are made in May and communicated to the requestors. In early June, each campus and the District will hold a formal budget hearing that presents the outcomes of the process and updates the campus on changes for the next year as it relates to budget and expenses.

The Business Office, College Councils (or Budget Committees), and the Senior Leadership Teams work hard to make this a transparent, repeatable, dependable process for the whole campus community.

## FINANCE & TECHNOLOGY DISTRICT TRAINING OPPORTUNITIES

Minoo Damanpour, our SCC District Purchasing Manager, is currently a member of the Executive Board for the Women's Business Exchange (WBE). WBE is committed to creating a community of compassionate women business leaders & empower women to grow personally and professionally by providing opportunities for learning, leadership, networking and mentoring. WBE conducts business on a foundation that recognizes common human spirit and the desire for universal acceptance. To date, the Seattle Community Colleges has made the following contribution in Awards to Minority & Women-owned businesses:

- FY 2012-13 (July 2012-March 2013) = \$711,168
- FY 2011-12 (July 2011 - June 2012) = \$945,797

Total from July 2011 to March 2013=\$1,656,965\*

\*Awards made to both Certified and Non-certified businesses.



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College

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Institute

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www.seattlecolleges.edu



## CTCLINK UPDATE

Below is a memo I sent to all District staff and Faculty regarding ctcLink status.

\*\*\*\*\*

The selections for the ctcLink implementation scheduled were announced this past Friday (see below) and I wanted to give you an update as to what it means for us in Seattle (the State's FLAGSHIP Community College).

As many of you know, our goal was to be an early adopter as we thought it would give us an opportunity to be on the leading edge of the innovation we are anticipating with the new administrative systems. Although being "first" was also something that looked a little scary given our status as the largest and most complex District in the state.

Many of you volunteered for a multitude of ctcLink preparation tasks in the last few months and our momentum was starting to build in anticipation of the implementation. I want to thank and acknowledge you for that. As you can imagine, with the announcement that the Seattle Colleges will be in Wave 4, there is a fear that we'll lose some of our momentum. After having thought about our Wave 4 position for the last few days, I and the Seattle ctcLink leadership team are not discouraged, but rather are excited about the opportunities that will present themselves by being in Wave 4. I have been in close contact with the SBCTC-IT ctcLink project managers throughout the ctcLink project and have communicated with them the past few days and firmly believe that we'll make lemons out of what appeared to be lemonade on Friday!

By deferring until 2017, we will have more certainty that:

- The system will be well-tested and issues worked out
- The 4th wave will have the luxury of time for the data cleanup activity that will be required for a clean cutover to the new system
- The ctcLink Team will have several implementations behind them and will be experienced in supporting colleges in the conversion and cutover process
- All ctcLink training will be vetted and optimized for 4th Wave implementation
- There will be a lot of mentor colleges with good advice for getting ready and providing support
- More will be certain about how College and District developed applications are able to be replaced with the ERP
- The Business Intelligence tools will be more mature and better developed
- PeopleSoft will likely have released software upgrades by the time the 4th Wave is implemented, so the 4th wave will start fresh with the very latest upgrade.

Being in Wave 4 will also allow us some space to concentrate on many of the non-ctcLink related innovations that are underway and are being discussed. I'd be remiss if I didn't take this opportunity to remind you about the "100 Days to Innovation at SCCD" projects that are underway or in the planning stages. If you haven't already done so, check out what's going on and get involved or suggest your own idea!

The SBCTC-IT project team tells us that we are in Wave 4 due to our complexity, geographic and load-balancing considerations, but we all know that it's just because the other colleges and districts were tired of seeing Seattle be first and best at everything!

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**TO:** Board of Trustees  
**FROM:** Mark Mitsui, President  
**DATE:** May 9, 2013  
**SUBJECT:** President's Report – Information Only

## **ADVANCING STUDENT SUCCESS**

### ***Former Student Tyrell Edwards is North's First Fulbright Student Scholar***

Tyrell Edwards, a former general studies student at North, has received a Fulbright award from the Fulbright U.S. Student Program. The Fulbright U.S. Student Program provides grants for individually-designed research projects. The awards are highly competitive and are intended to foster "international good will through the exchange of students in the fields of education, culture and science." Edwards transferred from North to the University of Washington/Bothell, earning a B.A. in culture, literature and the arts. He is currently a student in the Master of Cultural Studies Program in UW Bothell's School of Interdisciplinary Arts and Sciences. He will graduate in June with a master of arts degree. Beginning in September, Edwards will live on-campus at the University of British Columbia (UBC) in Vancouver, Canada. He will conduct research on international student development and retention at UBC, which is considered to be a leader in the field.

### ***International Programs Exceeds Recruitment Targets***

The 2012-2013 academic year has been outstanding for North's International Program. The IP office has exceeded all of its recruitment targets for in-bound international students and is currently at 1041 students representing 46 different nations for spring quarter 2013. The Intensive English program has nearly doubled in size in the past year from 200 students to almost 400 at the present. Also, during the past year IP has had four domestic American students participate in various Study Abroad programs around the world, and two others joined the Teach in China program. North is truly becoming an international college.

### ***Opportunity Center for Employment and Education hosts Second Student Career Success Week***

The Opportunity Center for Employment and Education (OCE&E) partnered with NSCC Deans to create and sponsor its second "Student Career Success Week," April 23-25. The OCE&E's WorkSource partners provided workshops which covered everything from job search strategies, interviewing, networking, and resume assistance – to a workshop called "Welcome to the World of Work". With support from DSHS, NSCC, Cares of WA, Goodwill, and everyone at the OCE&E, nearly 150 individuals were registered for over 200 services which included workshops, employer panels, a resource fair and a job fair.

### ***Annual Fundraising Dinner and Auction a Great Success***

The Education Fund's annual fundraising event held April 20 at the college was a great success with more than 200 guests in attendance and raising \$44,000 for scholarships and a net of approximately \$125,000 raised.

## **EXCELLING IN TEACHING AND LEARNING**

### ***Accreditation Site Visit: April 22-24***

A team of five peer evaluators visited our campus on April 22-24 to talk with us about what they have read in our Year Three Self-Study Report which we submitted in early March. During the two-day visit, evaluators met with all campus constituencies: Executive Team, students, faculty, classified, exempt, and board members. At the final open meeting, the accreditation/evaluation team noted five commendations and two recommendations as follows:

#### Commendations:

1. Commendation for promotion of cross-training in student services
2. Commendation for excellent Continuing Education program
3. Commendation to president for strong, transparent and inclusive leadership

4. Commendation to faculty and staff for their unwavering commitment to students – clear that students come first
5. Commendation to IT Department for its excellent customer services – especially in support of students

Recommendations:

1. Recommendation for college to support renovation of instructional facilities, as funds become available – Standard 2, G 1
2. Recommendation for college to evaluate effectiveness of essential learning outcomes – Standard 2, 5 C

We will receive the evaluation team's written report in early- to mid-May.

### ***President Mitsui Receives Award for Excellence in Multicultural Student Services***

I was honored to be presented with the 2013 Rhonda Quash Coats Award for Excellence in Multicultural Student Services during the 23rd Annual Students of Color Conference held April 11-13 in Yakima. The Multicultural Student Services Directors' Council (MSSDC) established the Rhonda Quash Coats award in 2007 to honor Dr. Coats for her leadership, advocacy and pioneering activities, which have had a lasting impact on the Washington State Community and Technical College (WCTC) system in the area of multicultural and diversity programs and services. The annual award is presented to "an outstanding WCTC professional who has made significant contributions to multicultural/diversity student services in the WCTC system in one or more of the following areas: leadership, advocacy, service, dedication, innovation, and/or research that foster student success." I am appreciative to have been nominated for this award by Tina Young, director of Multicultural Services at Seattle Central Community College.

## **BUILDING COMMUNITY**

### ***News from Grants, Contracts and Customized Training***

- The City of Seattle grant-funded financial empowerment course has started. Twenty nine direct service providers from non-profit agencies around King County are participating in this class during spring quarter, where they will learn new ways to support their low-income clients in building assets, managing money and budgets, and increasing economic stability.
- North is partnering with the Department of Social and Health Services to provide a course for Adult Family Home administrators this quarter, starting on April 15. DSHS recently made the change to providing all training at community and technical colleges, and we are excited to continue developing our partnership with them and hope to offer this training in quarters to come.
- We are also in the process of setting up an assessment and training program for Snohomish County facilities technicians.
- NSCC is in the process of applying for several state, federal and foundation-funded grants.

### ***Congratulations to Chris McCurdy, NSCC Golden Star Award Winner***

STARS (Staff Representatives) and the President's Office recently announced the NSCC Golden Star Employee of the Quarter Award Winter 2013 Recipient -- Chris McCurdy from Business, Engineering, and Information Technology (BEIT). Chris received her pin from President Mark Mitsui on Wednesday, March 20.

### ***Students of Color Conference, April 11-13***

Sixteen students and five advisors (staff/faculty) attended the 23rd Annual Students of Color Conference sponsored by the Multicultural Student Services Directors Council. This year's conference, "Awakening Your Inner Scholar: Legacy, Resilience, Action" was held in Yakima, April 11-13. The event brought together over 900 students from community colleges across the state to discuss topics that included ethnic and racial identity development, academic success, skills for promoting social justice, and intercultural communications.

Congratulations to our students who were selected to attend:

Mary Ann Levario, Kim Heeran, Elizabeth Culverson, Alisha Quinones, Natassha Chavis, Karyelba Ortiz-Rangel, Vera Page, Heike Rodriguez, Sherry Sternhagen, Fabrizio Delgado, Anthony Lopez, Chun (Josh) Chia Kao, Mark Berg, Edmund Oberti, Sam Parson, and Michael Moynihan.

And with thanks to staff and faculty who attended and advised our students: Abby Muro, Juan Gallegos, Diana Ma, Melissa Grinley, Erin Wilson and Student Leadership.

### ***“Salute to Armed Forces” Mariners Game, April 13***

NSCC veterans and staff attended the Mariners “Salute to Armed Forces” night, Saturday, April 13. The event was organized by NSCC’s Veterans Affairs Office, the Office of Veterans Services, and by VetCorp representative Davin Simmons, in conjunction with Student Leadership. With the formation of the new Veterans Advisory Committee, more events like this are planned for the future.

### ***Karaoke sponsored by Running Start Club and International Programs, April 16***

Students and staff turned out to participate in a karaoke contest and party, April 16 in the Baxter Center. Participants were invited to bring two cans of food to be donated to Food Lifeline.

### ***Earth Week 2013, April 22-27***

North celebrated Earth Day throughout the week of April 22-27, with two main events: Introduction to Permaculture Gardening on Friday April 26 10:00 a.m. – 12:00 p.m. in Baxter Center and the Licton Springs P-Patch Work Party on Saturday, April 27, 10:00 a.m. – 2:00 p.m. at the Licton Spring P-Patch, located on North’s property. Licton Spring P-Patch Project Manager and Sustainability Office member, Laura Sweany explained the core concepts of permaculture as it relates to broader gardening techniques and gave the audience a variety of hands-on ways to integrate permaculture into home gardening practices. At the Saturday work party, hosted by North’s Sustainability Office, participants continued to prepare the P-Patch site for implementation.

### ***Presentation by Artist/Educator Marvin Oliver, April 24***

Marvin Oliver, artist and educator, discussed the visual language of his work at a presentation in the Baxter Center, April 24, from 1:00 to 3:00 p.m. He spoke of the individual shapes, symbols and subjects and the ways he brings them together to tell a story, signify an important relationship, and send a message. He also shared some of the cultural significance and resonance of this language, and spoke to how artists today extend traditional imagery and incorporate contemporary imagery, as well. Marvin Oliver, of Quinault/Isleta-Pueblo descent, is professor of American Indian Studies and Art at the University of Washington and serves as adjunct curator of Contemporary Native American Art at the Burke Museum.

### ***North Stars Rock Event, May 2***

The Student Administrative Council and Student Leadership will host the “North Stars Rock” event on May 2, from 4:00 – 6:00 p.m. in the North Star Dining Room. Stars will be available for students and staff to write personal appreciation messages which will then be placed on a mural during the event and will later be on display. Brief video clips will also be filmed of people sharing their stories of appreciation.

### ***Spring Student Panel on Religious Culture, May 16***

The NSCC Diversity Advisory Committee is sponsoring this workshop so that faculty and staff can gain a better understanding of how students whose religious culture identification is different from Christendom experience studying at North. Religious culture refers to the culture in which a person was raised and/or continues to live, not to the person’s religious faith. The workshop is schedule for May 16 from 1:30 – 3:30 p.m. in the North Star Dining Room.

### ***Library Book Fair, May 20-24***

The Library Book Fair is scheduled Monday – Thursday from 8:00 a.m. – 8:00 p.m. and Friday, 8:00 a.m. – 4:00 p.m., May 20 – 24. Books will be available at \$2.00 a pound and magazines at 10 cents each.

### ***Fifth Annual NSCC Wellness Challenge, April 29-May 31***

The NSCC Wellness Challenge is a five-week competitive activity where three-person teams practice healthy behaviors to earn points. The Wellness Challenge will begin Monday, April 29, and end on Friday, May 31. Last year we had 72 participants (24 teams), and we’re hoping to at least meet that level of participation this year. The annual Health Fair, scheduled for 10:00 a.m. – 2:00 p.m. on May 1, is again coordinated in conjunction with the Wellness Challenge so participants can earn points by attending the fair. Participants will have the opportunity for blood pressure checks, Bioscan (skin carotenoid assessment), and blood glucose screenings. Special thanks to event coordinators Carrie Napoli, director of athletics and the Wellness Center, and Trish Root, Health and Human Services faculty member, for encouraging staff, faculty and students to take the wellness challenge.



## MEMORANDUM

TO: Board of Trustees

FROM: Paul T. Killpatrick  
President

DATE: May 9, 2013

SUBJECT: President's Report – Information Only

### FACULTY & STAFF NEWS

**Tracy Lai**, instructor in Humanities & Social Sciences, was awarded a Fulbright-Hays Fellowship to study in China for six weeks this summer. She is the only person from Washington State out of 16 recipients selected to be part of this prestigious seminar program. Ms. Lai plans to use her research to teach a fall class "The Pacific Century" at Seattle Central and will create curriculum for the U.S. Department of Education.

A book on hip-hop music and culture has been published by **Daudi Abe**, instructor in Humanities & Social Sciences. Abe has been teaching a class on hip-hop theory and culture at the college for nine years. His book "*6 'N the Morning*" outlines his belief that rap music has created profound social changes, resulting ultimately, in the election of the first black U.S. president.

### STUDENT NEWS

**James K. Smith** and **Audrey Ackerman** won first place awards in the regional League for Innovation Literacy Contest, a competition that drew more than 100 entries from local community colleges. Their writing will now compete nationally. **Charles Goins** and **Eva M. Strickland** won honorable mentions.

**Ray Dillon**, 53 years old, a former ninth grade dropout and soon-to-be Seattle Central College graduate, received a national Oberndorf Lifeline to Competition Scholarship from the Phi Theta Kappa society. He is also on the Deans' and President's Lists with a 3.89 GPA.

### CAMPUS EVENTS

The Seattle Central Foundation annual fundraiser for scholarships is slated for May 9<sup>th</sup>. During the event, a new scholarship opportunity, **The Seattle Promise**, will be promoted. The goal is to fund scholarships for every low-income Seattle Community College student that maintains at least a 3.0 grade point average. The Foundation wants to ensure that every dedicated student receives financial assistance in order to reach graduation.

## **PROGRAM UPDATES**

Students in the **School of Apparel Design & Development** designed and created two dozen winter jackets which they donated to Sanislo Elementary 4<sup>th</sup> graders. The jackets will be given to students who need warm jackets for field trips. Each year students select a notable group in the community and create clothing for that non-profit.

Students from the **SVI School of Cosmetology** placed second in the Reign of Style Hair show, held in April at Seattle Center. A recent graduate, **Lily Talamaivao** was awarded second place in the Natural Hair Category.

A senior administrator is now on duty each evening (Monday through Thursday until 8:30 p.m.) to help faculty, students and security as needed. The **Evening Administrator Program** was started this month so a senior administrator would be available to handle situations that needed immediate attention. So far, administrators report quiet evenings—they opened locked classroom doors, directed students to classes and met evening faculty.

To recognize leadership, performance and excellence in the pursuit of the college's goals that lead to successful student learning, Seattle Central has created the Excellence in Teaching, Learning and Service Award. Nominations are being accepted for two awards—one will go to a full-time faculty and one to a part-time faculty member. Nominations are being accepted through May 1 from any student or Central employee.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: May 9, 2013

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**Northwest Wine Academy Moves In**

You may have noticed an extra spring in the step of South's Northwest Wine Academy (NWA) students. The current Spring Quarter marked NWA's first quarter in their new building. What was once a machine shop, has been completely remodeled into a state-of-the-art building with just over 9,000 square feet of multi-purpose space.

Boxwood Architecture, designers of the project, made a consciousness effort to maximize the space for both educational and entertaining purposes.

NWA will be putting its best foot forward with several opportunities to introduce their new home starting on June 6, with the Grand Opening Ceremony. Then, on June 7 the program will host fan alumni tasting, and will conclude with the annual Culinary Competition on June 8.

**PBS Coverage**

Earlier this week the PBS program, "Need to Know" featured South. The segment focused on South's trailblazing National STEM Consortium program. South is the only school in the country currently implementing the revised national curriculum. The New York-based PBS crew visited campus in early April and conducted interviews on South's main campus and at Georgetown. In case you missed it, PBS has posted the segment on their website, [pbs.org](http://pbs.org)

**Vigor Partnership**

To address the widening gap between employees and the growing needs of the maritime industry, South has formed a partnership with Vigor (formerly Todd Shipyards). The partnership has created a new South Maritime Manufacturing Training Center on Vigor's site. Classes for this one-of a kind program will begin on June 1 and will prepare students for the employment-rich maritime industry and the opportunity to earn a family-living wage. In addition to training new students, this program will also offer current Vigor employees an opportunity to enhance their skills.

### **South's Marketing Plan – PHASE I**

South has launched the first phase of a new marketing campaign designed to increase visibility and enrollment. The campaign will be hitting the streets this month with simple, clever messages that will promote the college as a whole, while specifically targeting South's service area on buses and billboards.

### **Friends of the College**

On Thursday May 2, South hosted its annual Friends of the College extravaganza. The event celebrates donors, scholarship recipients, and award-winning faculty. This congratulatory event allowed South to highlight all of the wonderful programs, faculty and students that make up its community.

### **Mayor McGinn's Open House**

On April 6, Seattle Mayor Mike McGinn hosted a citywide open house and invited South's renowned pastry department. South students and instructors helped kids, outfitted in South Chef hats, put the finishing touches on cupcakes, enjoyed by all.

### **Let's Do Lunch!**

By popular demand, the Let's Do Lunch program is back. The program allows students to invite an instructor out to lunch at one of the campus eateries. The student and the instructor make a lunch date and are issued a meal voucher from the Student Life office.

So far, 23 instructors have participated in the program, funded by Student Life. The students have found it be very helpful and informative. One student explained, "I feel this program is great in assisting student retention because students like a connection with the instructors and to feel a part of the SSCC community."



A Union of Professionals

**AFT Seattle**  
Community Colleges  
Local 1789, AFL-CIO

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Community Colleges  
Local 1789, AFL-CIO

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An affiliate of  
AFT Washington,  
American Federation  
of Teachers, AFL-CIO



April 19, 2013

TO: SCCD Board of Trustees  
FROM: Karen Strickland, AFT Seattle President  
SUBJECT: Monthly report

I am pleased to forward this year's nominations for Emeritus Status. As you can see by the letters of nomination, these faculty members are respected and the contributions they have made to the Seattle Community Colleges valued by their colleagues.

We have nominees from each of the colleges, both part-time and full-time, and representing ESL, academic transfer and professional-technical programs. They have invested in our students and enriched our learning environments; they have acted as mentors and role models for their colleagues. While we wish them all the best in retirement, we recognize the loss for our colleges. The nominees for Emeritus Status include:

**Central**

Patti Conley – SVI, Business  
  
Bob Groeschell –Social and  
Human Services  
Sandra Schroeder – English

**North**

Paula Bennett – English  
  
Lynn Sharpe - ESL

**South**

Arlene Atchison - Math  
  
Allen French -ESL  
  
John Nordling - Accounting  
  
Tom Pierce – Philosophy  
  
Rodger Squirrel – Welding

The AFT Seattle leadership and members have engaged in a variety of efforts and activities to enrich our colleges and communities. These include:

- Co-sponsoring a showing of the film “Cracking the Codes: The System of Racial Inequality” and workshop by the filmmaker, Shakti Butler.
- Sponsoring three members to attend the White Privilege Conference held in Seattle.
- Participating in or providing new faculty orientations.
- Attending the Washington State Labor Council Legislative Conference.
- Facilitating legislative advocacy among our members.
- Contributions to nonprofit organizations, including the South Seattle and Seattle Central Foundations, the Asian Pacific American Labor Alliance, the Tsutakawa Fountain Restoration fund at SCCC, the May Day March, Northwest Immigrant Rights Project, the Seattle Labor Chorus, etc.

We also continue to facilitate discussions among faculty pertaining to the goal of increasing the diversity of the faculty. I refer you to AFT’s reports on this subject, which include practical, concrete actions to make progress. These reports, “Promoting Racial and Ethnic Diversity: What Higher Education Unions Can Do,” “Promoting Gender Diversity in the Faculty: What Higher Education Unions Can Do,” and “Creating a Positive Work Environment for LGBT Faculty: What Higher Education Unions Can Do” can be found at <https://www.aft.org/yourwork/highered/pubsreports.cfm>. I hope you will have the chance to take a look at these reports and gain an understanding of AFT Seattle’s perspective on the matter.

**February 26, 2013**

**Dear Kimberly:**

**I am nominating Patti Conley for Emeritus Faculty Status.**

**Patti has worked for the district since we were incorporated into Central Community College in 1994 as a tenured business instructor. Prior to that, she worked in the same capacity for WIOT and SOIC. This represents a life-long career in the teaching of computer software programs to at risk adult learners.**

**In addition to learning new software versions and recreating her assignments routinely, Patti has been a member of numerous committees including tenure committees. She was granted a two-quarter sabbatical to acquire new software knowledge and incorporate that into video review assignments.**

**Additionally, she worked as the Professional Development Coordinator for two years. If you need further information regarding Patti Conley's contributions to SVI, please let me know.**

**Sincerely,**

**Sharon Gilman  
Business Instructor  
206-934-4960**

February 28, 2013

Dear AFT Seattle Executive Board,

We, the undersigned faculty in the Social and Human Services Department and the Allied Health Division, nominate Bob Groeschell for Emeritus Status.

Bob began teaching in the SHS program part-time in 1982, was hired full-time in 1988 and has been tenured since 1990. For several years, he was the only full-time faculty member in the program and he contributed to its success in many ways, perhaps most significantly by creating an atmosphere of support, compassion and optimism for students. It was always clear that Bob thoroughly enjoyed working with students in the classroom and one on one, encouraging them to strive for their goals and suggesting that even loftier goals were attainable. Over the years, many students counted Bob among their greatest champions.

Bob has also been a reliable champion for the SHS program, promoting accessibility for students. He actively participated in the Washington State Chemical Dependency Educator's group to ensure the curriculum matched state requirements and was responsive to changes in the profession.

Similarly, Bob's work in the field prior to teaching was of benefit to the program as he maintained relationships with professionals who later participated on our Technical Advisory Committee, taught part-time in the program or welcomed our students when they sought internships or employment.

Bob has had a long and successful teaching career at SCCC and he will be missed by many. We request he be granted Emeritus Status.

Sincerely,

Mariam Merrin  
Valerie F. King  
Lane Strickland

February 28, 2013

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Bob has had a long and successful teaching career at SCCC and he will be missed by many. We request he be granted Emeritus Status.

Sincerely,

Karen Strickland, SHS

J. McNamee, Counselor - SHS

TO: Karen Strickland, President of AFT Seattle & AFT Seattle's Executive Board

March 5, 2013

The Humanities/Social Sciences Division at Seattle Central Community College nominates Sandra Schroeder for emeritus status. Sandra taught for over 20 years in the English program and has served as president of both AFT Seattle Local 1789 and AFT Washington. Sandra helped to develop an early Writing Center and the developmental English series. She was active in a variety of college-wide committees and mentor/advisor the Vietnamese student group for several years. She was part of the earliest coordinated studies efforts and believes strongly in coordinated studies and teaching. A strong advocate of shared governance, she worked towards strengthening collaboration and faculty input/representation.

After she began her work in faculty leadership, she also served on the Executive Council of AFT national and has led the Higher Ed Program and Policy Council for several years. In that role she has helped shaped AFT policy on student success, college accountability, teacher education, faculty diversity, and best practices for employment and involvement of adjunct faculty and professional staff, among other important higher education issues. She has served on governors', legislative and agency advisory groups and serves on the state labor council executive board.

Submitted by members of Seattle Central Community College Humanities/Social Sciences Division:  
(please sign)

*[Handwritten signatures]*  
Douglas Cole  
Reggy Baldwin  
Giday Tareu  
Katherine  
Zuri Fourni  
Barbara Kline  
Lisa Nel

*[Handwritten signatures]*  
Bruce Le-Ken  
Paul Barnett  
Thomas R. Eck  
Stephan Hood  
Karyes accen

We wish to nominate Paula Bennett for Emeritus status. She will be retiring from North Seattle Community College at the end of spring quarter 2012. Paula has served our Seattle Community College District as a member of English faculties for the past 30 years, the first 15 at Seattle Central and the remaining years here at North. She has taught a wide range of courses, among them: English Composition I and II; Developmental English; Advanced Grammar; Introductions to Fiction, Poetry, and Literature; 19<sup>th</sup> and Early 20<sup>th</sup> Century British Literature; 20<sup>th</sup> Century American Literature, and Studies in the Novel. In 2010, Paula spent her quarter sabbatical writing a comprehensive, updated, annotated bibliography of works of world literature that is now available to English faculty throughout the District. And in recent years, she represented us well at the Round Table at Oxford, when she presented a paper on "The Theme of Spiritual Redemption Through Love in 20<sup>th</sup> Century American Literature".

During her tenure in the District, Paula was one of the faculty who launched the Coordinated Studies Program teaching model at Seattle Central, where she taught with many faculty across the disciplines. Here at North, she has taught coordinated studies programs with colleagues in Humanities, Psychology, History, and Communications, and in the process, has enriched their knowledge of literature and given them new insights into topics within their own disciplines. ~~Those of us who have team-taught with Paula~~ also know how well she supports her students and encourages them in their learning.

Paula has also contributed in other ways to the District. She served several terms on Seattle Central's Committee on Academic Standards, on North's Planning and Advising Committee, Curriculum Committee, Program Review Committee, and Faculty Senate, and she is currently contributing actively to the District Professional Leave Committee.

Those who know Paula well are familiar with her lilting laughter, graceful ways, impeccable use of language, beautifully self-tailored suits, and her genuine kindness. Her work and her example make her a fitting holder of Emeritus status.

Maura Nutting  
Jace Off  
Diana Ma  
Steve Quig  
Teri Chung  
Bradley Lane  
Laura P.M.C.  
M. C. C.

Vladimir Vilkovitch  
Howard Xia  
Robert J. Atkins  
Anna Binkina  
Bin Pines  
Scott Pausell  
Susan H.

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Pam Lippert  
Debra Ruma  
Lynette Hopt  
Nancy Padell  
Joe [Signature]



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*David Egan*  
*Dennis Schaffer*  
*Mill D*  
*Paul Furestani*



**Basic and Transitional Studies  
MEMORANDUM**

October 15, 2012

To: ~~██████~~ AFT-SEATTLE, KAREN STRICKLAND

From: Division Faculty and Kim Chapman, Assistant Dean

Subject: Emeritus Faculty Nomination - Lynn Sharpe

We, the undersigned members of the Division of Basic and Transitional Studies, nominate Lynn Sharpe for Emeritus status. Lynn has taught ESL classes at North Seattle Community College since 1992. Before arriving here at North, she taught at Central since 1988. She has taught every level from 1 to 6, and every skill, to thousands of grateful students. She has also mentored countless faculty and served on numerous tenure committees. Her boundless energy, wonderful teaching skills and high academic standards have helped to make the ABE/ESL department a program to be proud of. The faculty of Basic and Transitional Studies are honored to submit this petition for consideration.

Cree W Zornoy

Marcia Hattig

ANNA BINKOVA

Raquel Cosko

Jeff Wang

Karin

Christina Belenec

Geoff Banes

Nancy Lewiston

Kunal Bhatia

Tomara Belgacem

K. W. G.

Theresa Lee

W. C. Clegg

Patricia Mary Shuman

Sylvia Chai

Maribel

Bradley Lane

Janice Campbell

Susan Hottinger

Famila Barton

c: Mary Ellen O'Keeffe

Diana Ma

Josh Kildall

Suzie Gemlin

Tensi Chung

Sumi - Wight

BOB DANNESS



**South Seattle Community College**  
in West Seattle

South

February 28, 2013

Karen Strickland  
President  
Seattle Community Colleges Federation of Teachers, Local 1789

Dear Karen,

We the undersigned faculty of Academic Programs at South Seattle Community College would like to nominate our recently retired colleague Arlene Atchison for emeritus status.

Arlene taught at South as a part-time math instructor for over thirty years. She concentrated on the developmental program helping it to be more successful. Arlene developed written supplements for the students. She helped build up the successful online component of the Math Lab. She spent many extra hours, both days and nights, helping new teachers in the Math Lab.

For many quarters she taught an evening and a Saturday morning class and allowed her students to use either time period to work. " She did everything she could think of to make the mod lab work for both students and faculty. She truly cared about her students and wanted to help them learn math no matter how much time it would take. She would never give up on a student. "

Although she was part-time, she was an active member of the math department. She attended meetings and contributed to the department on a regular basis. She was always positive and friendly.

Attached are some remembrances from Arlene's colleagues.

*Michael E. Morgan* *Roxanne Tillman* *Arlene Green*  
 The Academic Program Faculty  
*Janet Kapp* *John Williams* *Bob Cuskey* *Jim Foul*  
*Frank W. Post* *Randall Paul Nelson* *Rich Doons* *Mary Lantz*  
*Tom Riera* *Dan Howard* *Jihad M. Othman*  
 6000 16th Avenue SW • Seattle, WA 98106-1499 • (206) 934-5300 • www.southseattle.edu  
 South Seattle Community College is one of the Seattle Community Colleges  
*Paul ...* *Jari Nakamura* *Heidi ...* *Etter Arude*



**South Seattle Community College**  
*in West Seattle*

I met Arlene in January 2004, back when I was a student at South. I was her TA in the MW evening lab that winter quarter. By the way she interacted with students, she definitely cared about them and wanted them to succeed, not just with the course, but with their future goals. She became a great influence in my life by teaching me how to become a good teacher and mentor to students. Even now, with me as an instructor, she has been kind and helpful to me. My career would not be what it is today if it had not been for her guidance and support. I will always be grateful to her.

**Patrick Torres**

Arlene Atchison cared deeply about her students and put her whole self into her work to ensure students achieved success. During her long career here at SSCC, she was an active participant in the math department and helped to bring about positive change and progression in our efforts to better meet the needs of our students.

As a less veteran faculty member than she, I saw her also as a mentor. She had been where I was, with young children of her own, working part-time, devoting her time to the passion that I, too, share. Being that our beginnings were quite similar, I often looked to her for advice and still do reach out to her with questions, as I, too, try to follow in her footsteps to bring about positive changes for our students.

I wholeheartedly believe that, given her longstanding service to the college, and her strong desire to see all students succeed that she is a worthy recipient of emeritus status. Please consider this as my endorsement of Arlene Atchison being granted emeritus status. It would mean a great deal to her to be given this honor.

**Natalie Simmons**



**South Seattle Community College**

*in West Seattle*

Arlene devoted countless unpaid hours to helping students and new instructors learn the computer software in the modular math lab. Arlene came to work on days or evenings that she was not paid to, just because an instructor was having difficulty. She offered to be with them during their first class to make sure all went well. She made sure the lab was set up and ready to go with all handouts, furniture and computers in place as well as kleenex for students. She did everything she could think of to make the mod lab work for both students and faculty. She truly cared about her students and wanted to help them learn math no matter how much time it would take. She would never give up on a student. Besides all that Arlene was always happy, friendly and smiled. Even at tough math meetings she was very respectful of others and differing opinions. I am glad to have had the opportunity to have worked with Arlene.

Heidi Lyman

Arlene has been a long-time faculty member in math, and really cares about her students. She regularly reaches out to advisors and counselors about student issues, and has taken on various committee roles over the years.

Stephen Coates-White

February 28, 2013

Dear AFT Seattle Executive Board and SCCD Board of Trustees:

We, the undersigned, wish to nominate Allan French for Emeritus Faculty Status. Allan has been our colleague in the ESL department of the Basic & Transitional Studies Division at South Seattle Community College since 1991. He began teaching as a part-time faculty member and later earned a full-time tenure-track appointment in 2007. Allan has been a solid, consistent, effective member of our department over the years. He has made too many contributions to list here. But there are a number of things that stand out and illustrate his level of commitment to the program.

Allan has been willing to take on responsibilities that few others want but are necessary to keep the program going. The biggest undertaking of Allan's years with us has been coordinating our new-student intake and student assessment procedures, unpopular mandates that he made palatable with his calm, methodical approach. Allan has served on state-level task forces where he spoke up, whether they wanted him to or not. His participation there also kept us well-informed and better able to respond to changes in the political climate. In addition, he has helped to steer curricular efforts that improve our service to students.

As a teacher, Allan has a strong reputation. His students like him and feel that their time with him is well-spent. Allan has high standards for himself and his students. He knows how to challenge people to push themselves while being supportive and kind.

Most of all, Allan has been a great colleague on a personal level. He has shown perseverance in difficult times. He is dependable, doing what he says he will do. He has built positive relationships in all aspects of his work. He knows how to debate an issue with information and logic, leaving everyone's dignity intact. He is a friend and valued co-worker who will be greatly missed. He is most deserving of emeritus status in recognition of his many years of service.

Sincerely,

Annette M. Styer

Carolyn L. Steer

A Williams

Armenise Chen

  
Sara Baldwin

Additional signatures for the nomination of Allan French:

Kathleen Rathbun  
Olga Jizeto  
Mary Taylor  
Sandy Newman  
Linda Plunton

**To:** AFT Seattle, Local 1789  
**From:** Faculty at South Seattle Community College  
**Date:** February 27, 2013  
**RE:** Nomination of Allan French for Emeritus Status

We the undersigned faculty and others would like to nominate Allan French for emeritus faculty status at the Seattle Community College District. Allan has taught in the Basic and Transitional Studies Division, formerly the General Studies Division, for over 20 years, first as a part-time ESL instructor and later as a tenured full-time ESL instructor. In addition to his ESL instructional duties, Allan has been the ABE/ESL assessment coordinator, coordinating the in-house intake and on-going CASAS testing duties (state mandated) as well as being the SSCC representative to the State Board of Community and Technical Colleges (SBCTC). In his instructional duties, Allan has been a very competent and highly regarded instructor both with his students and with his ESL colleagues. At the SBCTC he is also a highly regarded member, one who has offered many suggestions to improve the mission of the SBCTC to make the testing and research derived from the testing more valuable to the institutions and instructors in ABE/ESL. Within the college, Allan has served on numerous department and college-wide committees. He always has a calm manner and offers deeply, well-thought-out responses or suggestions to solve problems or improve the mission of the department or college. He is very respected by everyone who has worked with him. He is an honest, fair-minded, and intelligent person. He is a very well-deserving instructor of the honor of being awarded emeritus status by the SCCD Board of Trustees.

Don Bissonette

 Sam Beldern



Remedios Millane

Nick Kulik

A Williams

Arnette Chen



March 5, 2013

Dear AFT Seattle Executive Board and SCCD Board of Trustees:

It is an honor for me to write this letter in support of Allan French's nomination for Emeritus Faculty Status. From the perspective of someone new in the field, Allan exemplifies the teacher that I aspire to be. In working one-on-one with students in the WALL, I often hear students share stories of what a kind-hearted and effective teacher he is. Moreover, his dedication is not only to his students but also to the department. It always amazes me how he finds the time and energy to give thoughtful responses and pose critical questions to the issues the department faces. His contributions to the college, to the B&TS department, and to the lives of numerous students who walk through his classroom are too many to quantify and too immense to put into words. Without hesitation, I would like to nominate Allan French for Emeritus Faculty Status for all that he has given to the students and to the college.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tram Dang', with a long horizontal flourish extending to the right.

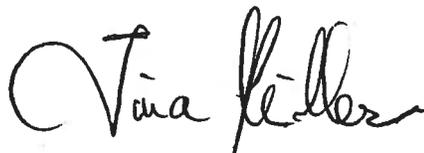
Tram Dang

Re: Allan French, Emeritus Status

Date: Feb. 28, 2013

I strongly support the effort to award Faculty Emeritus Status to Allan French. He has been a longtime leader in our Basic & Transitional Studies Division, even before his promotion to full-time status. His strong work ethic and integrity demonstrated over many years make him fully worthy of this honor, in my opinion.

Respectfully submitted,

A handwritten signature in black ink that reads "Tina Miller". The signature is written in a cursive style with a large initial "T" and a long, sweeping underline.

Tina Miller  
ESL/IEP Instructor for  
South Seattle Community College

January 7, 2013

Karen Strickland  
President  
Seattle Community Colleges Federation of Teachers, Local 1789

Dear Karen,

We the undersigned faculty of Academic Programs at South Seattle Community College would like to nominate our recently retired colleague John Nordling for emeritus status.

John Nordling joined the full-time faculty at South in 1997 as an accounting instructor. Before coming to South John taught at several other community colleges and at Oregon State University. For many years he worked as an accountant, consultant and controller in a variety of businesses and industries.

John was a tireless and conscientious teacher and colleague. He put in long hours preparing his classes, helping students with difficult accounting problems, writing recommendation letters and counseling students on their career aspirations. John served on the Curriculum and Instruction Committee, the College Council, the Institutional Effectiveness Committee, the Academic Programs Advisory Committee and numerous hiring and tenure committees.

Of special significance to SCCFT members, John served as one of the SCCFT's most effective treasurers and later as Co-President of the Faculty Senate. He was a relentless watchdog of campus and District budgets.

Here are some remembrances from John's colleagues:

"I adore John; he's one of the nicest, most ethical and responsible people I've ever met...I often heard raves from his students about his kindness and intelligence, and I can't think of anyone who was quite as popular and beloved among the faculty and staff."

"John put the union's books in order and he made sure the SCCFT Executive Board knew where the money was going...it was an integrity issue for him...I was on John's tenure committee and observed him in the classroom....His primary concern was always that the students got it, that they understood what he was teaching....Students found him very approachable for office hour help. His desk was always clean, something we kidded him about, but it communicated---I'm ready to talk, I'm available because I've got my stuff in order."

"He was so devoted to the college and he took his responsibilities on the Council seriously....Having an accountant on the team made all the sense to me. You knew where you stood with John."

"John was always kind, thoughtful and, although as busy as the rest of us, he would stop and take time to truly listen to a person."

"Always returned exams the next day, for God's sake!"

The Academic Program Faculty

*Jane Kappt* *Don Howarth* *Shad M-Othman*  
*Juan Ferrer* *Tom Sierca* *Roger Bacon* *Rich Downs* *Ted Coskey*  
*Frank W. Post* *Robert H. Palko* *Greg*  
*Heidi Sman* *Michael P. Thompson* *Guillermo Loran* *Mary Lutz*



**South Seattle Community College**  
in West Seattle

February 27, 2013

Karen Strickland  
President  
Seattle Community Colleges Federation of Teachers, Local 1789

Dear Karen,

We the undersigned faculty of Academic Programs at South Seattle Community College would like to nominate our soon to be retired colleague Tom Pierce for emeritus status.

Tom Pierce joined the full-time faculty at South in 1989, after 17 years as adjunct faculty as a Philosophy instructor. His 41 years of service to South is almost unparalleled by anyone at the college.

Tom has been a very conscientious teacher and colleague. He has always put students first and has spent long hours helping his students to truly understand, believing that learning was more than just 50 minutes in class. Tom served on the Curriculum and Instruction Committee, the Academic Programs Advisory Committee and numerous hiring and tenure committees. For many years, Tom tirelessly coordinated South's student mentor program. This program matched South faculty and staff with at risk incoming students, to ensure the support that would lead to a better chance at success. This program was very successful and lasted for many years.

Of special significance to SCCFT members, Tom served as one of the SCCFT's Co-President of the Faculty Senate for four years. He was an involved member of the Executive Board for the Union and worked long hours as Grievance Chair at South. Much of his tenure as this Chair came while serving as President.

Attached are some remembrances from Tom's colleagues:

*Jon Nakashima*  
*Heidi Zeman*  
*Sian Zou*  
*Don Howard*  
*Mary Lantz*  
*MT*

*Ether Surde* The Academic Program Faculty  
*Michael Eschman*  
*Jihad M. Othman*  
*Frank W Post*  
*400 Wesley*  
*Richard Pounce*  
*Alexander Elmon*  
*Randall Paul Nelson*  
*Stef M. Kapp*  
*Janet L. Kapp*

*Paula Herd*  
*Vicki Sun*



**South Seattle Community College**  
*in West Seattle*

I would like to lend my support for granting Emeritus Status to Tom Pierce. Although I have been a colleague of Tom's for almost 30 years, I have known him very well for 24 of those years. I am proud to call him colleague and friend.

In 1989, we were among only three faculty hired on the tenure track at South. I had been adjunct faculty for 6 years, Mark Palek had been adjunct for 9 years and Tom had been adjunct for 17 years. We noted that we were "three P's" and collectively, we had 32 years of experience at South, upon being hired for full time.

At this point, I became good friends with Tom, as we shared many interests and enjoyed both working together on campus and socializing off campus. If it wasn't our "faculty senate leadership meetings" held at Cheney Stadium (watching Tacoma Baseball), it was trips downtown to Executive Board Meetings of the SCCFT.

In 2000, I left the faculty temporarily to fill in as Dean, but our collegial relationship did not wane, as he made the change in my position tolerable. I can honestly say that Tom kept me focused and helped me put the job into perspective. On the personal side, our families were friends and enjoyed each other's company and frequent adventures.

In 2004, I suffered a medical emergency and was hospitalized for 37 days. Besides my family support, the one thing I could count on was Tom. He was at my side in the hospital almost every evening during my entire stay. He talked to me when I couldn't talk and kept my spirits up with the sarcastic humor I have always treasured.

His love for South is real. He doesn't have illusions of what South is, rather he has a realistic view of what is important at the college. Tom has always been a bit cynical about the college. I call it the good kind of cynicism, as it is that realistic view of what we do. I remember him getting angry about the phrase "pleasing our customers", saying that "they aren't customers...they're students!" He meant that and I think most of us agree! We think of them more deeply and profoundly than customers.

With 41 years of service to South Seattle Community College, we should be honored to give him Emeritus Status. I believe he is part of the foundation of Academic Programs at South.

With Tom retiring, we are losing a great colleague, but I am thankful that I am keeping a great friend.

Frank Post



**South Seattle Community College**

*in West Seattle*

I'd like to add my second, and my enthusiastic support, to Tom Pierce's candidacy for emeritus status.

I've known Tom in two capacities: first as his supervisor, and for the past 17 years as his colleague, and I've been impressed with his performance both as a major contributor to the SSCC community and as a scholar who has perfected his craft. For the former, I cite his eagerness to participate in committee work and in the college community generally, notably the CIC, and for the latter I refer to his role as an inspired teacher whom I have personally witnessed in action.

I tend to divide educational delivery systems into two broad categories: "Old School," and "All The Others." "Old School" has been around, been honed and been perfected from Aristotle's time until now; by comparison, "All The Others" have been extant since approximately last Tuesday.

Tom is definitely of the Old School, and it shows in the products he turns out, i.e., well-rounded, well-educated students who know how to think. His classes are not the easiest -- but then nothing worthwhile comes with a snap of the fingers -- but when students enroll with him they are rewarded with an education that only emanates from the kind of academic rigor and scholarship that is so thoroughly missing from much of academia today. Indeed, his students receive a knowledge base that can only be acquired in a genuine college or university setting. I know this anecdotally from listening to his many students who find their way into my classes; I additionally know this from evaluating his classes in my former role as division dean.

Sadly, Tom's style of education seems to be slipping from our grasp, only to be replaced with the latest method du jour, or fad, or other yet-to-be-proven alternative. I have witnessed this devolution in the course of my 45-plus years of teaching and I find it disquieting. It seems every retirement such as his takes us one step away from the kind of education you and I received, the kind that, for some of us, was our very salvation. Tom represents the epitome of what education ought to be. His retirement is well-deserved and I am glad he could achieve it, but I wish he could stay.

**Mike McGrath**



**South Seattle Community College**

*in West Seattle*

Tom Pierce is a steadfast teacher you can always count on. I have had the opportunity to work with Tom on CIC. He got a group of faculty together and diligently rewrote the Learning Outcomes so that they were measurable outcomes and as well reasonable outcomes to attain from a college class. He is very logical and considerate and therefore a joy to work with. He also teaches logic and many of my math students tell me what a fun logical class philosophy 106 is. Some students who have difficulty with the college algebra course seem to grasp this class more easily. They have told me that it makes sense to them. I am sure there are many students who may have never earned an AA degree if were not for Tom's philosophy 106 course. I will greatly miss Tom!

Heidi Lyman

Tom has been a leader in the union, serving as co-president of the faculty senate and grievance chair. He has taken on initiative like student learning outcomes through his work on CIC, and he has shared his world travels with other faculty through presentations.

Stephen Coates-White

Tom and I have been colleagues since 1972. Over all these years, he has done a great deal to help the school, his colleagues and especially his students. Frequently, I have seen him in his office in discussion with one of his many students. He has been versatile and knowledgeable in the variety of courses that he has taught. He has been a strong advocate for the faculty as a union representative.

Ted Coskey

**To: The Seattle Community College District Board of Trustees and  
the American Federation of Teachers, AFT Seattle, 1789**

**From: Doug Clapper and the Undersigned Faculty, Administrators, and  
Staff at South Seattle Community College**

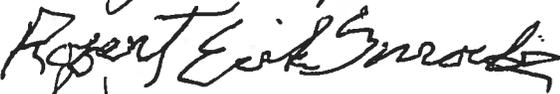
**Date: April 14, 2012**

**RE: Nomination of Rodger Squirrel for Emeritus Faculty Status at the  
Seattle Community College District**

We, the undersigned, would like to nominate Rodger Squirrel for emeritus faculty status in the Seattle Community College District. Rodger was a tenured instructor in the Welding Fabrication Technology Department in the Professional and Technical Division at South Seattle Community College for over thirty years. In his tenure at SSCC, Rodger taught and mentored very many students at the college in the various kinds of welding technology, thereby preparing them for professional careers in metal fabrications and repairs. Rodger not only taught his students their craft, but he also gave them a touch of reality as to what to expect in the field. He demanded that his students work hard and take their studies seriously because that would be what was expected of them in the workplace. In other words, he was kind and helpful to his students but also firm with them. In addition, Rodger worked on various committees at the college, giving valuable insights from the technical side of the college on issues that would affect his division. Moreover, he worked on various hiring and tenure committees. Among his many contributions are some of the metal art works displayed around the campus. Since his retirement from the college, Rodger has become a metal fabrication artist with many exhibitions in the Seattle area as well as city commissions for public art. Thus, he is a credit to the Seattle Community College District and should therefore be honored with emeritus faculty status by the District.

Respectfully submitted by the undersigned,

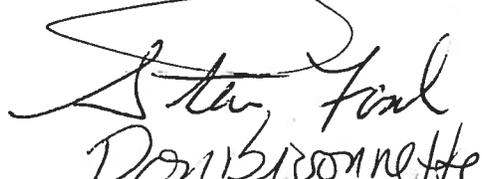
  
Doug Clapper

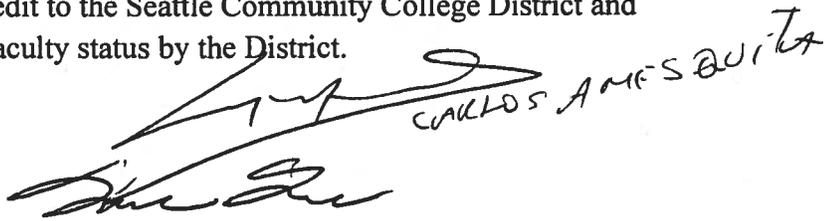
  
Robert Erik Smead

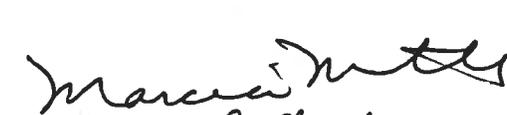
  
Sue Nelson

  
Suzanne Sittner



  
Steve Ford  
DAN BIRSONNETTE

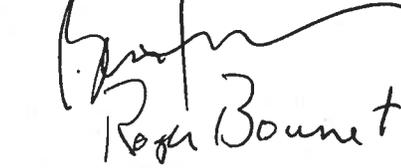
  
CARLOS AMADOR

  
Marcia

  
Howard Anderson

  
Fred



  
Roger Bonnet