



**SEATTLE  
COLLEGES**

Central • North • South • SVI

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

## **SEATTLE COLLEGE DISTRICT BOARD OF TRUSTEES**

**October 9, 2014**

### **STUDY SESSION**

2:00 p.m.

Boardroom

Seattle Colleges District Office  
1500 Harvard Avenue  
Seattle, WA 98122

### **REGULAR SESSION**

3:00 p.m.

Boardroom

Seattle Colleges District Office  
1500 Harvard Avenue  
Seattle, WA 98122

## **STUDY SESSION AGENDA**

2:00 p.m.

### **CALL EXECUTIVE SESSION**

- A. To Discuss the Performance of Public Employees
- B. 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

2:15 p.m.

### **BOARD SELF-EVALUATION**

2:30 p.m.

### **SEATTLE VOCATIONAL INSTITUTE (SVI) REVITALIZATION PROPOSAL & AY 2014-15 STATUS UPDATE**

**REGULAR SESSION AGENDA**

- 3:00 p.m. CALL TO ORDER**
- 3:00 p.m. ROLL CALL**
- 3:00 p.m. INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN**
- 3:05 p.m. APPROVAL OF AGENDA | ACTION** **Tab 1**
- 3:05 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.
- 3:20 p.m. PRESENTATION**  
2014-2015 Budget Proposal  
Presenter: *Kurt Buttleman, Vice Chancellor of Finance & Technology*
- 3:40 p.m. RECOMMENDED BOARD ACTIONS | ACTION**
- A. Approval of September 11, 2014 Meeting Minutes **Tab 2**
  - B. Recommended Approval of Tenure **Tab 3**
  - C. Tender of Gifts **Tab 4**
  - D. Second Reading and Final Action – Policies 280, 404 **Tab 5/6**
  - E. Recommended 2014-2015 Budget **Tab 7**
  - F. Local Funding Authorization – Seattle Maritime Academy **Tab 8**
  - G. Puget Sound Coalition College Compact – Resolution 04-01 **Tab 9**
  - H. Shared Funding of Educational Services For International Students **Tab 10**
- 4:00 p.m. INFORMATIONAL ITEMS**
- A. Chancellor’s Report
    - 1. Pacific Tower Project Update
  - B. Enrollment Reports **Tab 11**
  - C. First Reading – Policies 505, 508, 515, 520, 522, 530 & 265 **Tab 12/13**
  - D. Seattle Vocational Institute Revitalization Proposal & Status Update **Tab 14**

4:20 p.m.

**ORAL REPORTS**

- A. Associated Student Body Presidents
  - 1. Mr. Brian Pak Wing Leung, Seattle Central College
  - 2. Ms. Sarah Baker, North Seattle College
  - 3. Mr. Shane Brookman, South Seattle College
  
- B. AFT Seattle Community Colleges
  - Ms. Kimberly McRae, Co-President
  - Ms. Tracy Lai, Co-President
  
- C. Washington Federation of State Employees
  - Mr. Ty Pethe, President
  
- D. College Presidents and Vice Chancellors
  - 1. Cabinet
  
- E. Board of Trustees
  - 1. Ms. Carmen Gayton, Chair
  - 2. Mr. Steve Hill, Vice Chair
  - 3. Mr. Jorge Carrasco
  - 4. Ms. Courtney Gregoire

5:00 p.m.

**ADJOURNMENT**

*The next meeting of the Board of Trustees will be held on Thursday, November 13, 2014 at North Seattle College, 9600 College Way North, Seattle, WA 98103. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m.*

**EXECUTIVE SESSION(S)**

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



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## **MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING** held Thursday, September 11, 2014 at  
Seattle Central College, 1701 Broadway, Seattle, WA 98122

### **PRESENT FOR REGULAR MEETING HELD AT 3:00 P.M.**

Trustees	Ms. Carmen Gayton Mr. Jorge Carrasco Mr. Steve Hill
Chancellor	Dr. Jill Wakefield
Presidents/Vice Chancellors	Dr. Warren Brown, NSC Dr. Paul Killpatrick, SCC Mr. Gary Oertli, SSC
Vice Chancellors	Dr. Kurt Buttleman Mr. Charles Sims
Advisory Representatives	Mr. Derek Edwards, AAG Mr. Ty Pethe, WFSE
Secretary	Ms. Harrietta Hanson

### **ABSENT**

Ms. Courtney Gregoire, Trustee  
Dr. Carin Weiss, Vice Chancellor  
Mr. Al Griswold, SVI  
Ms. Tracy Lai, AFT Seattle  
Ms. Kimberly McRae, AFT Seattle

CALL TO ORDER

Interim Board Chair, Ms. Carmen Gayton, called the meeting to order at 3:00 p.m.

ROLL CALL

The secretary, Harrietta Hanson, called the roll.

INTRODUCTION OF VISITORS

Ms. Gayton welcomed the visitors. Visitors introduced themselves. They included: Malcolm Grothe, Dawn Vinberg, Lincoln Ferris, Bruce Genung, Sarah Baker, Shane Brookman, Earnest Phillips, Cheryl Stuart, Victor Kuo, Davene Eyres, Mary Ramirez, David Sandler, Heather Emlund, Orson Williamson, Paul Lindstrom, Dennis King, Montana Diaz, Erik Oberholtzer, Jason Svendsen, Robin Ledbetter, LaVerne Lamoureux, Maureen Nutting, Tracey Furutani, Christopher Gizzi, William Frare, Keith Schreiber, Ash Awad, Dan McConnon, David Gourd.

APPROVAL OF SEPTEMBER 11, 2014 AGENDA

Ms. Gayton asked for a motion to approve the September 11, 2014 Agenda. **Mr. Hill moved, and Mr. Carrasco seconded the motion. Motion passed unanimously (3-0).**

PUBLIC COMMENTS

Maureen Nutting and Tracy Furutani addressed the Board regarding naming a building at North Seattle College in Lynda Wilkinson's name.

PRESENTATION

*"District-wide Workforce Planning Report"*

Mr. Sims presented the annual workforce report highlighting the steady increase of diversity mix of Seattle Colleges' workforce. Worthy of mentioning is the increase of total number of recently hired minority tenured track faculty – 22.2% to be tenured in 2014 compared to 48.1% in 2016. Increasing the ratio of minority full-time as well as part-time faculty has been a goal of the colleges. Mr. Sims pointed out that due to the District's and the Board's efforts, the Association of Community College Trustees (ACCT) has announced that the Seattle Colleges is the recipient of the 2014 Pacific Northwest Region Equity Award. The National Equity Award will be announced at the October ACCT Congress in Chicago.

APPROVAL OF MEETING MINUTES

Ms. Gayton asked for a motion to approve the July 10 meeting minutes. **Mr. Carrasco moved, and Mr. Hill seconded the motion. Motion was passed unanimously (3-0).**

TENDER OF GIFTS

**Mr. Carrasco moved to accept the gifts tendered to Seattle Colleges, Mr. Hill seconded the motion. Motion was passed unanimously (3-0).**

NOMINATIONS OF 2014-2015 BOARD OF TRUSTEES OFFICERS

Mr. Carrasco moved to nominate Ms. Carmen Gayton to serve as the Board Chair of the Seattle Colleges from September 2014 to August 2015, and Mr. Steve Hill as Vice Chair. **Mr. Hill seconded the motion. Motion was passed unanimously (3-0).**

2014-2015 BOARD MEETING SCHEDULE

**Mr. Carrasco moved to approve the 2014-2015 Board of Trustees Meeting Schedule. Mr. Hill seconded the motion. Motion was passed unanimously (3-0).**

APPROVAL OF EDUCATIONAL MASTER PLAN 2015-2020

Ms. Gayton asked for a motion to approve to approve the 2015-2020 Educational Master Plan. The Plan was presented to the Board for review and input at the July 10 meeting. **Mr. Carrasco moved, and Mr. Hill seconded the motion. Motion was passed unanimously (3-0).**

ADDITIONAL BUDGET REQUEST – SEATTLE CENTRAL COLLEGE

Ms. Gayton asked for a motion to approve additional funding to Seattle Central College to pay for services provided in delivering the vessel BOLD. **Mr. Hill so moved, and Mr. Carrasco seconded the motion. Motion was passed unanimously (3-0).**

SOUTH SEATTLE COLLEGE STUDENT GOVERNMENT CONSTITUTION

**Mr. Carrasco moved to approve the revisions to South Seattle College's United Student Association (USA) Constitution. Mr. Hill seconded the motion. Motion was passed unanimously (3-0).**

INFORMATIONAL ITEMS

- A. Chancellor's Report
  - 1. Chancellor's Goals for 2014-2015  
The Chancellor's goals for 2014-2015 were moved to be discussed at the Executive Session after the regular meeting.
  - 2. Naming of Buildings Policy Update  
Dr. Wakefield reported that the group that was tasked to review the policy and procedure of naming Seattle Colleges' buildings/facilities has come up with some possible changes. The proposed revisions of policy and procedure are expected to be presented to the Board within the next two months. Dr. Wakefield continued to report that the request to name a building at North Seattle College after faculty member Lynda Wilkinson is still in process.

Dr. Wakefield expressed her support for the on-going classified negotiations in Olympia. She hopes both sides reach resolution quickly.

B. Board Self-evaluation Process

Based on the Accreditation Standard Two, the Board is required to evaluate its performance to ensure its duties and responsibilities are fulfilled in an effective and efficient manner. The last internally conducted Board evaluation was in 2009. Another one was conducted by the Governance Institute for Student Success (GISS) at a state-wide trustees conference during 2011-2012. Dr. Wakefield suggested that this year the Board utilize the 2009 model and review the process in subsequent year. Based on the Board's consent, the evaluation form will be emailed to the Board, their input will be analyzed and reported back to the Board at the October meeting.

C. College Enrollment Reports Summer & Fall

The college presidents talked about the enrollment numbers at their colleges for summer and fall quarters. In addition, they reported on initiatives underway at their colleges to address enrollment issues. The three main targeted areas are: marketing, creating high demand new programs, and delivery methods.

D. Annual Financial Summary

Dr. Buttleman provided financial summary data for FY 2013-2014.

E. District-wide Workforce Planning Report

Reported under Presentation.

F. First Reading – Policies 280, 404

The following policies were presented to the Board for review. They will be submitted to the Board for Second Reading and Final Action at the October meeting.

Policy 280 – Fair Use of Copyrighted Works for Education and Research (previously listed under 395)

Policy 404 – Workforce Diversity

G. Puget Sound Coalition Compact

Dr. Wakefield provided background information regarding the formation of the Puget Sound Coalition. The Coalition comprised of eight school districts and eight colleges, and partners with the Community Center for Education Results and the Office of Superintendent of Public Instruction. Its goal is to work together and build a seamless transition from high school to college to career across the Puget Sound area. Under the Compact, the school districts pledge to increase the numbers of students completing a high school diploma well-prepared for their lives after the twelfth grade. The colleges are committed to create an environment that supports students' attainment of a postsecondary credential. Dr. Wakefield asked the Board to support the Coalition by signing the Compact at the next meeting.

**ORAL REPORTS**

- A. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789  
No report.
- B. Washington Federation of State Employees (WFSE)  
Mr. Ty Pethe thanked the Chancellor for her kind words regarding classified staff and the on-going negotiations. He shared his monthly report with the Board, pointing out all the hard work, dedication and accomplishments that classified staff has done. He urged the Board to support their request of a fair contract and reasonable cost-of-living increases.
- D. Chancellor, College Presidents and Vice Chancellors  
No report.
- E. Board of Trustees  
No report.

**EXECUTIVE SESSION**

An Executive Session was called at 5:15 pm to: 1) *discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district;* 2) *plan or adopt the strategy or position to be taken during collective bargaining;* 3) *the Chancellor's goals for 2014-2015.*

**ADJOURNMENT**

The meeting was adjourned at 5:40 p.m.

*The next meeting of the Board of Trustees will be held on Thursday, October 9, 2014 at Seattle Colleges 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:

\_\_\_\_\_  
Carmen Gayton, Chair

\_\_\_\_\_  
Date





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## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** October 9, 2014

**SUBJECT:** Recommended Approval of Tenure

### Background

You have received tenure summary for review and consideration for one instructor. The faculty listed below has been found to be qualified in her field as instructor, and she has been recommended for tenure in her discipline by her college tenure review committee, vice president, and president. I concur with these recommendations.

### South Seattle College

Hana Gala

BAS Hospitality Management

### Recommended Action

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

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

Jill A. Wakefield, Ed.D.  
Chancellor

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: October 9, 2014

SUBJECT: TENDER OF GIFTS TO SEATTLE COLLEGES

### Background

Periodically gifts are contributed to Seattle Colleges to assist the District in achieving its educational goals and objectives. There are two major categories: (1) Cash Gifts and (2) In-Kind Gifts, such as equipment, supplies and materials.

On the attached pages are summaries of the gifts received during the period of September 1, 2014 - October 1, 2014.

### Recommendation

In accordance with established Board Policy No. 152, it is recommended that the Board of Trustees accept the gifts tendered to the Seattle Colleges as shown on the attached schedules.

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield  
Chancellor

TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT

AS OF OCTOBER 1, 2014

CASH

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
SCCC Foundation	Int'l Students - Go Abroad Program Support	\$21,992.00					
	Int'l Students Campus Work Program Support	\$21,992.00					
	Int'l Students Discretionary student program support	\$21,991.00					
	Apparel Design program support	\$95.00					
	Art Gallery program support	\$71.00					
	Graphic Design program support	\$1,579.00					
	Cont Ed Discretionary	\$					
	Library program support	1,380.00					
	Mainstay program support	\$95.00					
	President Discretionary - Stand Down reimb.	\$238.00					
	SVI Bright Futures program support	\$100.00					
	SVI Pact program support	\$380.00					
		\$9,750.50					
CAMPUS TOTALS		\$79,663.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CASH GIFTS TO						\$79,663.50	
SEATTLE COLLEGES							

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman

**DATE:** October 9, 2014

**SUBJECT:** Policy 280 – Second Reading

### Background

The attached Fair Use of Copyrighted Works for Education and Research policy revision is suggested to better comply with the current Seattle Colleges practices.

This item is being sent to the Board for second reading and final action. Once the Board approves the rules, they become effective immediately.

### Recommendation

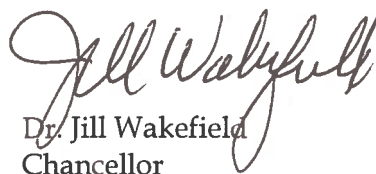
It is the recommended that this item be received as information only.

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield  
Chancellor

## Seattle College District Policy

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**NUMBER: 395280**

**TITLE: Fair Use of Copyrighted Works for Education and Research**

**Adopted Date: 1/9/1984    Last Revised: 7/8/2010**

The Seattle College District is committed to complying with all applicable laws regarding intellectual property. That commitment includes the full exercise of the rights accorded to users of copyrighted works under the "Fair-Use" provision of federal copyright law. (U.S.C. Section 107)

It therefore is the policy of the Seattle College District to facilitate the exercise in good faith of full Fair-Use rights by faculty, librarians, and staff, in furtherance of their teaching, research, and service activities. To that end, the Colleges shall:

1. Inform and educate their faculty, librarians, and staff about their Fair-Use rights and the application of the four factors for ~~determining~~ those rights set forth in Title 17 of the United States Code: Section 107;
2. Develop and make available through the Copyright Officer(s), the Libraries, and other appropriate units, resources concerning Fair-Use and intellectual property laws generally, and the application of Fair Use in specific situations;
3. Avoid, whenever possible, adopting or supporting policies or agreements that would restrict Fair-Use rights.

### Board of Trustees - Revision & Adoption History

Adopted: 1/9/1984

Revised: 7/8/2010

To: Board of Trustees  
From: Dr. Jill Wakefield  
Chancellor

Date: October 9, 2014

SUBJECT: Second Reading and Final Action for Policy 404 Workforce Diversity

**Background:**

- This Policy states the SCD commitment to Workforce Diversity, equity, and inclusion, and replaces the former Policy 404: Affirmative Action Plan.
- The final changes to Policy and Procedures 404 were reviewed and approved by the Chancellor's Cabinet on July 14, 2014, and presented to the Board for first reading at the September 11, 2014 Board meeting.

**Recommended Action:**

It is the recommendation that the Board approve Policy 404 Workforce Diversity as presented.

Submitted By:



Charles Sims  
Chief Human Resources Officer

Submitted and transmitted to the Board  
With a favorable recommendation:



Dr. Jill Wakefield  
Chancellor

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## SEATTLE COLLEGE DISTRICT POLICY

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**NUMBER: 404**

**TITLE: WORKFORCE DIVERSITY**

The Seattle College District (SCD) is committed to equal opportunity, inclusion, and equity for all its employees and applicants for employment, and to ensure that there is no discrimination against any persons on the grounds of race or creed, ethnicity, color, religion, national origin, age, gender, gender identity, sex, sexual orientation, marital status, disability, status as a veteran or disabled veteran, political affiliation or belief, or citizenship/status as a lawfully admitted immigrant authorized to work in the United States. Additionally, reasonable accommodations will be made for known physical or mental limitations for all persons otherwise qualified to perform the essential functions of the job.

The Seattle College District is committed to ensure workforce diversity, as described above, across all operations of the District. This Policy extends to all areas of employment and to all relations with employees and applicants, including recruitment, selection and placement, compensation, promotion and transfer, disciplinary measures, demotions, layoffs, and terminations, testing and training, working conditions, awards and benefits, and other terms and conditions of employment.

The importance of fulfilling the goals of this Policy is reflected in the day-to-day workforce transactions of the SCD. All employees will continue to be made aware that any violations of this Policy by an employee shall result in appropriate disciplinary action, up to and including termination, if warranted.

Workforce diversity is aligned with the district's mission to enhance student success, particularly those students from under-represented groups, through a committed and diverse workforce serving our students and the communities within which we recruit both students and district employees.

The successful implementation of this Policy will depend upon a cooperative spirit and commitment from all segments of the District to achieve the goals set forth. *Adopted: March 17, 1987*

*Amended: November 08, 2007; February 9, 2012*

*Amended: April, 2014*

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**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Kurt R. Buttleman  
**DATE:** October 9, 2014  
**SUBJECT:** Fiscal Year Budget Approval for 2014-15

Please find attached the proposed fiscal year budget for 2014-15. A district-wide hearing was held on June 11, 2014 to inform the college community of the projected fiscal year budget.

Enrollment continues to remain an area of significant concern for the Seattle Colleges and has a direct impact on our proposed budget since the \$61 million of our operating budget which comes from the State is currently driven primarily by enrollment. Additionally, we have become increasingly reliant on student tuition as State resources have lessened. The Seattle Colleges has conservatively budgeted tuition for Fiscal Year 2014-15 to reflect projected achievement of 96% of our enrollment target.

Enrollment targets for 2014-15 are as follows:

Seattle Central	5,484 FTEs
North Seattle	4,189 FTEs
South Seattle	4,793 FTEs
SVI	657 FTEs
Seattle Colleges	15123 FTEs*

\* FTEs – Full Time Equivalent (15 credits) students

Seattle Colleges hereby submits the 2014-15 Fiscal Year Budget totaling \$205,981,017 to the Board of Trustees for approval.

The individual budget requests for each college and the district office are as follows:

Seattle Central	\$ 75,206,465
North Seattle	\$ 51,167,261
South Seattle	\$ 56,883,254
SVI	\$ 5,505,486
District Office	\$ 6,202,508
District-wide	\$ 11,016,043
<b>TOTAL</b>	<b>\$205,981,017</b>



**Recommendation**

It is the recommendation of the administration for the Board of Trustees to approve the proposed 2014-15 Fiscal Year Budget as attached.

Submitted by:

A handwritten signature in black ink, appearing to read "Kurt Buttleman".

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

A handwritten signature in black ink, appearing to read "Jill Wakefield".

Dr. Jill Wakefield  
Chancellor

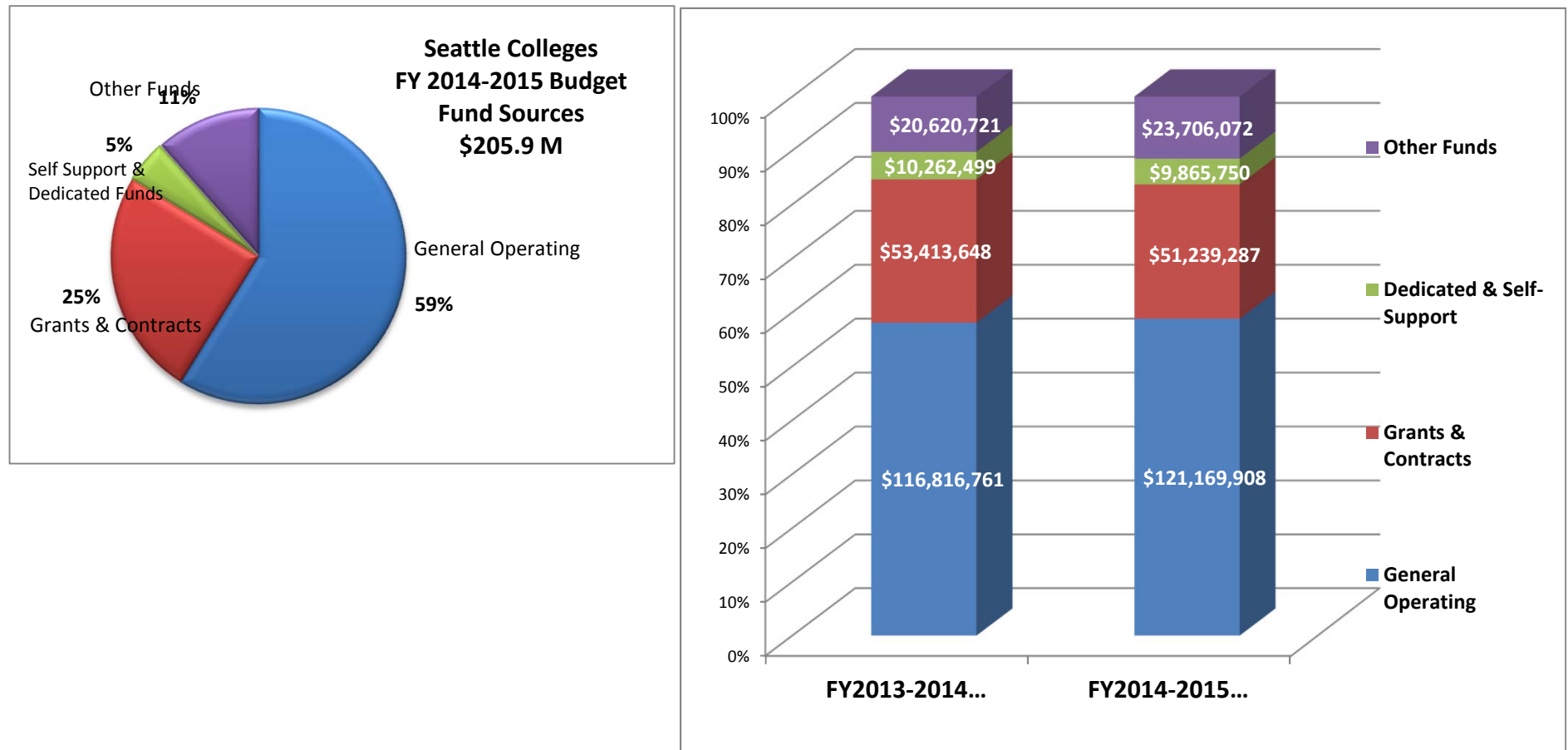
# Seattle Colleges Budget for 2014-2015

## PROPOSED FISCAL YEAR BUDGET - ALL FUND SOURCES

	FY2010-2011 Budget	FY2011-2012 Budget	FY2012-2013 Budget	FY2013-2014 Budget	FY2014-2015 Budget	Funding %	% Change
<b>OPERATING</b>							
State Fund	\$ 70,930,384	\$ 59,699,408	\$ 56,440,979	\$ 59,287,504	\$ 60,899,742		
Tuition	\$ 30,598,643	\$ 34,999,021	\$ 34,999,021	\$ 35,510,000	\$ 35,965,000		
Cost Recoveries & Indirects	\$ 10,082,716	\$ 11,459,624	\$ 12,792,965	\$ 13,837,476	\$ 14,996,363		
<i>Subtotal General Operations</i>	<i>\$ 111,611,743</i>	<i>\$ 106,158,053</i>	<i>\$ 104,232,965</i>	<i>\$ 108,634,980</i>	<i>\$ 111,861,105</i>		
Carry-forward Balance	\$ 8,164,796	\$ 6,485,345	\$ 7,190,928	\$ 8,181,781	\$ 9,308,803		
Transferred to / (from) Reserves	\$ (400,000)	\$ 950,000	\$ -	\$ -	\$ -		
<b>GENERAL OPERATING</b>	<b>\$ 119,376,539</b>	<b>\$ 113,593,398</b>	<b>\$ 111,423,893</b>	<b>\$ 116,816,761</b>	<b>\$ 121,169,908</b>	<b>58.8%</b>	<b>3.6%</b>
<b>GRANTS AND CONTRACTS</b>							
Running Start	\$ 2,516,430	\$ 2,507,963	\$ 2,657,719	\$ 2,305,000	\$ 2,510,000		
International Students	\$ 13,705,866	\$ 16,055,745	\$ 15,085,598	\$ 17,810,464	\$ 20,310,464		
Other Grants & Contracts	\$ 22,420,956	\$ 29,708,837	\$ 31,712,556	\$ 33,298,184	\$ 28,418,823		
<b>GRANTS &amp; CONTRACTS</b>	<b>\$ 38,643,252</b>	<b>\$ 48,272,545</b>	<b>\$ 49,455,873</b>	<b>\$ 53,413,648</b>	<b>\$ 51,239,287</b>	<b>24.9%</b>	<b>-4.2%</b>
<b>DEDICATED AND SELF-SUPPORT</b>							
Instructional Program Fees	\$ 5,068,728	\$ 4,975,020	\$ 4,095,115	\$ 5,667,710	\$ 5,632,020		
Student Services and Community Fees		This is a new category beginning FY1314		\$ 1,966,099	\$ 1,928,980		
Instructional Retail Activities	\$ 1,834,082	\$ 2,095,777	\$ 1,636,500	\$ 799,050	\$ 818,550		
Continuing Education	\$ 1,505,872	\$ 1,446,401	\$ 1,773,774	\$ 1,829,640	\$ 1,486,200		
<b>DEDICATED &amp; SUPPORT</b>	<b>\$ 8,408,682</b>	<b>\$ 8,517,199</b>	<b>\$ 7,505,389</b>	<b>\$ 10,262,499</b>	<b>\$ 9,865,750</b>	<b>4.8%</b>	<b>-4.0%</b>
<b>OTHER FUNDS</b>							
Associated Students 522	\$ 3,697,215	\$ 3,982,235	\$ 3,891,548	\$ 3,924,462	\$ 4,038,833		
Bookstore 524	\$ 1,527,990	\$ 1,303,817	\$ 1,143,562	\$ 1,087,072	\$ 1,032,548		
Parking & TMP 528	\$ 2,649,542	\$ 2,273,475	\$ 2,562,791	\$ 2,566,500	\$ 2,504,199		
Food Service 569		This is a new category beginning FY1314		\$ 2,048,935	\$ 2,125,635		
Auxiliary Enterprises 570	\$ 8,321,138	\$ 9,882,541	\$ 7,697,533	\$ 9,226,352	\$ 11,132,226		
Agency Funds 840		Presented separately in 1415			\$ 722,000		
Financial Aid 860 3% Tuition	\$ 1,374,844	\$ 1,437,735	\$ 1,505,000	\$ 1,500,000	\$ 1,864,431		
Motor Pool 460 & Printing 448	\$ 373,268	\$ 312,184	\$ 65,000	\$ 267,400	\$ 286,200		
<b>OTHER FUNDS</b>	<b>\$ 17,943,997</b>	<b>\$ 19,191,986</b>	<b>\$ 16,865,434</b>	<b>\$ 20,620,721</b>	<b>\$ 23,706,072</b>	<b>11.5%</b>	<b>13.0%</b>
<b>FISCAL YEAR BUDGET</b>	<b>\$ 184,372,471</b>	<b>\$ 189,575,129</b>	<b>\$ 185,250,589</b>	<b>\$ 201,113,629</b>	<b>\$ 205,981,017</b>	<b>100%</b>	<b>2.4%</b>

# Seattle Colleges Budget for 2014-15

## PROPOSED FISCAL YEAR BUDGET FY 2014-2015 ALL FUND SOURCES



# Seattle Colleges

## PROPOSED FISCAL YEAR 2014-2015 BUDGET - ALL FUND SOURCES

	CENTRAL	NORTH	SOUTH	SVI	SIEGAL CENTER	DISTRICT WIDE	TOTAL
<b>GENERAL OPERATING</b>							
State Fund	\$ 21,245,822	\$ 14,967,847	\$ 17,655,720	\$ 3,544,142	\$ 3,356,829	\$ 129,382	\$ 60,899,742
Tuition	\$ 10,758,784	\$ 9,636,983	\$ 10,802,417	\$ 930,232	\$ 1,436,399	\$ 2,400,185	\$ 35,965,000
Cost Recoveries & Indirects	\$ 7,676,806	\$ 3,629,228	\$ 2,728,210	\$ 62,119	\$ 900,000	\$ -	\$ 14,996,363
Carry-forward Balance	\$ 2,616,163	\$ 2,156,838	\$ 2,395,280	\$ 538,603	\$ 509,280	\$ 1,092,639	\$ 9,308,803
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 42,297,575</b>	<b>\$ 30,390,896</b>	<b>\$ 33,581,627</b>	<b>\$ 5,075,096</b>	<b>\$ 6,202,508</b>	<b>\$ 3,622,206</b>	<b>\$ 121,169,908</b>

### GRANTS AND CONTRACTS

	from PG	From DY	from FMS				
Running Start	\$ 970,000	\$ 825,000	\$ 715,000	\$ -	\$ -	\$ -	\$ 2,510,000
International Students	\$ 8,500,000	\$ 6,240,000	\$ 5,570,464	\$ -	\$ -	\$ -	\$ 20,310,464
Other Grants & Contracts	\$ 8,965,654	\$ 3,227,000	\$ 10,841,169	\$ 385,000	\$ -	\$ 5,000,000	\$ 28,418,823
<b>TOTAL GRANTS &amp; CONTRACTS</b>	<b>\$ 18,435,654</b>	<b>\$ 10,292,000</b>	<b>\$ 17,126,633</b>	<b>\$ 385,000</b>	<b>\$ -</b>	<b>\$ 5,000,000</b>	<b>\$ 51,239,287</b>

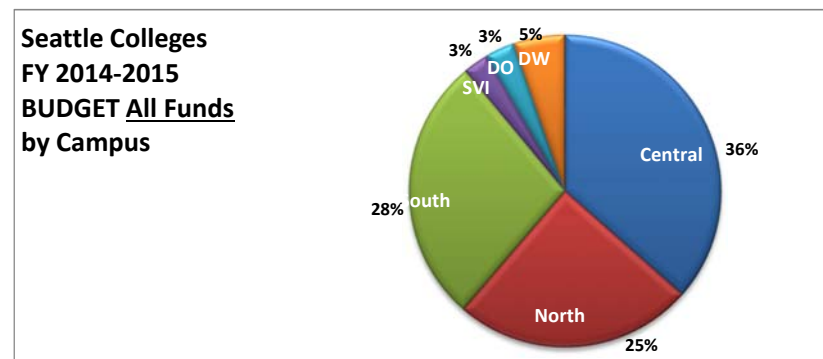
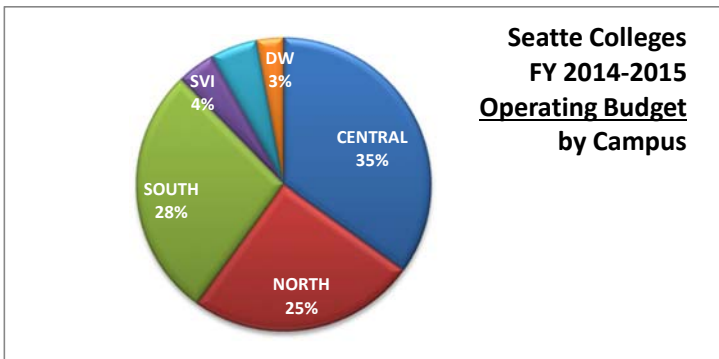
### DEDICATED AND SELF-SUPPORT

Instructional Program Fees	\$ 2,371,500	\$ 2,448,875	\$ 811,645	\$ -	\$ -	\$ -	\$ 5,632,020
Student Services and Community Fees	\$ 924,000	\$ 676,930	\$ 328,050	\$ -	\$ -	\$ -	\$ 1,928,980
Instructional Retail Activities	\$ 299,800	\$ 13,000	\$ 505,750	\$ -	\$ -	\$ -	\$ 818,550
Continuing Education	\$ 410,000	\$ 705,000	\$ 371,200	\$ -	\$ -	\$ -	\$ 1,486,200
<b>TOTAL DEDICATED &amp; SUPPORT</b>	<b>\$ 4,005,300</b>	<b>\$ 3,843,805</b>	<b>\$ 2,016,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,865,750</b>

### OTHER FUNDS

Associated Students 522	\$ 1,579,000	\$ 1,359,462	\$ 1,100,371	\$ -	\$ -	\$ -	\$ 4,038,833
Bookstore 524	\$ 318,281	\$ 469,370	\$ 244,897	\$ -	\$ -	\$ -	\$ 1,032,548
Parking & TMP 528	\$ 444,800	\$ 182,600	\$ 177,000	\$ -	\$ -	\$ 1,699,799	\$ 2,504,199
Food Service 569	\$ 783,500	\$ 1,032,135	\$ 310,000	\$ -	\$ -	\$ -	\$ 2,125,635
Auxiliary Enterprises 570	\$ 6,088,000	\$ 2,821,688	\$ 1,528,500	\$ -	\$ -	\$ 694,038	\$ 11,132,226
Agency Funds 840	\$ 250,000	\$ 247,000	\$ 225,000	\$ -	\$ -	\$ -	\$ 722,000
Financial Aid 860 3% Tuition	\$ 818,155	\$ 528,305	\$ 472,581	\$ 45,390	\$ -	\$ -	\$ 1,864,431
Motor Pool 460 & Printing 448	\$ 186,200	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 286,200
<b>TOTAL OTHER FUNDS</b>	<b>\$ 10,467,936</b>	<b>\$ 6,640,560</b>	<b>\$ 4,158,349</b>	<b>\$ 45,390</b>	<b>\$ -</b>	<b>\$ 2,393,837</b>	<b>\$ 23,706,072</b>

<b>TOTAL FISCAL YEAR BUDGET</b>	<b>\$ 75,206,465</b>	<b>\$ 51,167,261</b>	<b>\$ 56,883,254</b>	<b>\$ 5,505,486</b>	<b>\$ 6,202,508</b>	<b>\$ 11,016,043</b>	<b>\$ 205,981,017</b>
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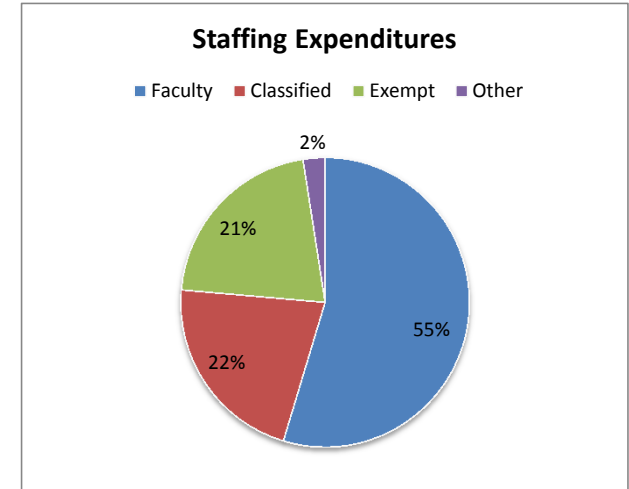
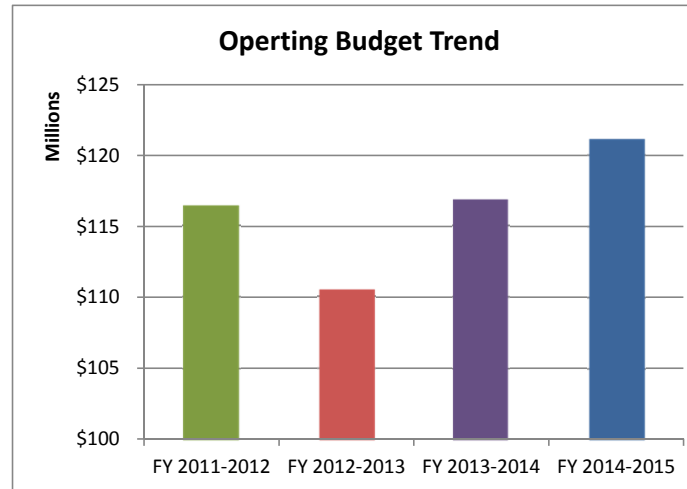
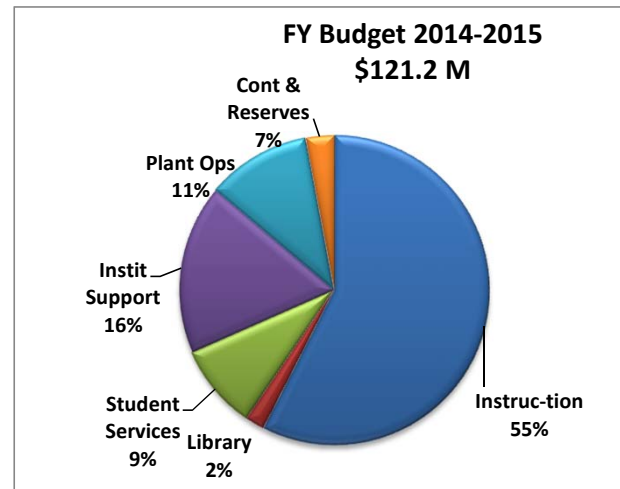
# Seattle Colleges Operating Budget



**SEATTLE COLLEGES**  
Central • North • South • SVI

## PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET

Proposed Budget Yearly Trend	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	Δ	FY 2014-2015	Δ
<b>TOTAL Operating Budget</b>	<b>\$ 116,405,094</b>	<b>\$ 110,494,983</b>	<b>\$ 116,816,762</b>	5.7%	<b>\$ 121,169,908</b>	3.7%

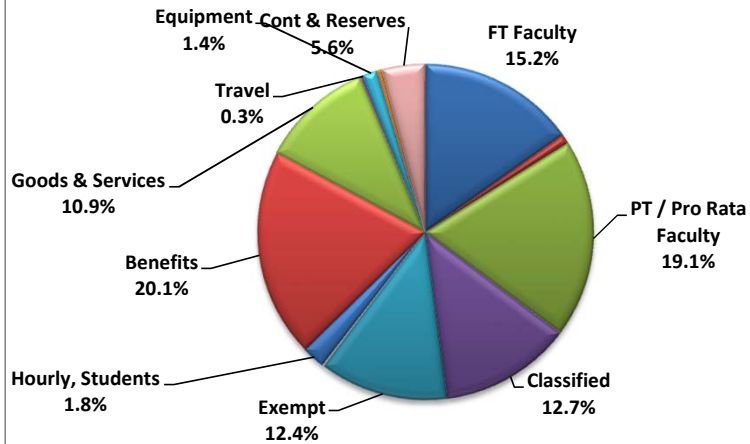


OPERATING	Programs	%	FY 2011-2012	%	FY 2012-2013	%	FY 2013-2014	%	FY 2014-2015	%
Instruction	011 & 04x	58%	\$ 64,907,045	56%	\$ 61,995,316	56%	\$ 64,058,505	55%	\$ 69,704,283	58%
Library	05x	2%	\$ 2,673,106	2%	\$ 2,481,862	2%	\$ 2,436,120	2%	\$ 2,373,646	2%
Student Services	06x	11%	\$ 12,359,193	11%	\$ 11,769,672	11%	\$ 10,518,052	9%	\$ 10,811,512	9%
Institutional Support	08x	15%	\$ 17,747,779	15%	\$ 17,704,659	16%	\$ 18,810,094	16%	\$ 21,506,204	18%
Plant Operations	09x	10%	\$ 12,400,834	11%	\$ 12,408,292	11%	\$ 12,755,791	11%	\$ 13,182,461	11%
Contingency & Reserves	02x	3%	\$ 6,317,137	5%	\$ 4,135,183	4%	\$ 8,238,200	0%	\$ 3,591,802	3%
<b>TOTAL</b>		<b>100%</b>	<b>\$ 116,405,094</b>	<b>100%</b>	<b>\$ 110,494,983</b>	<b>100%</b>	<b>\$ 116,816,762</b>	<b>93%</b>	<b>\$ 121,169,908</b>	<b>100%</b>

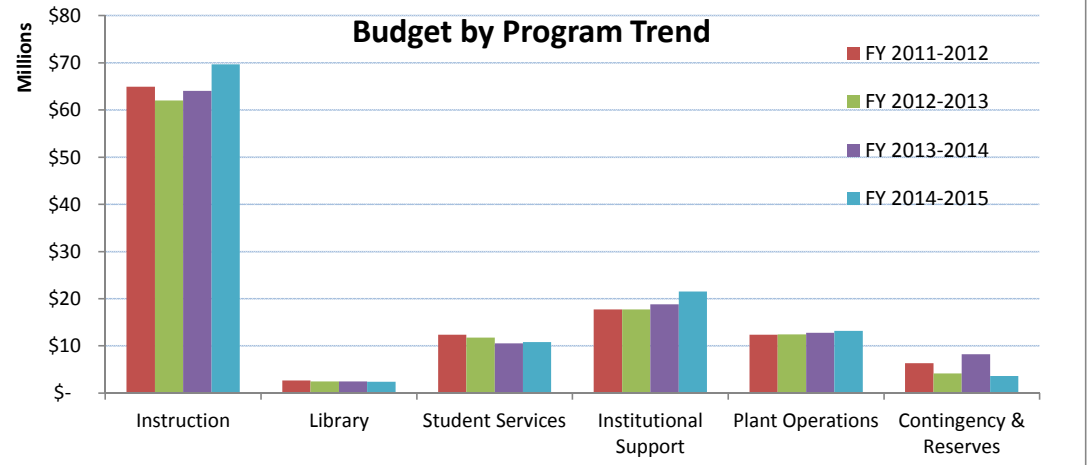
# Seattle Colleges

## PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET

**Ops Categories**



**Budget by Program Trend**



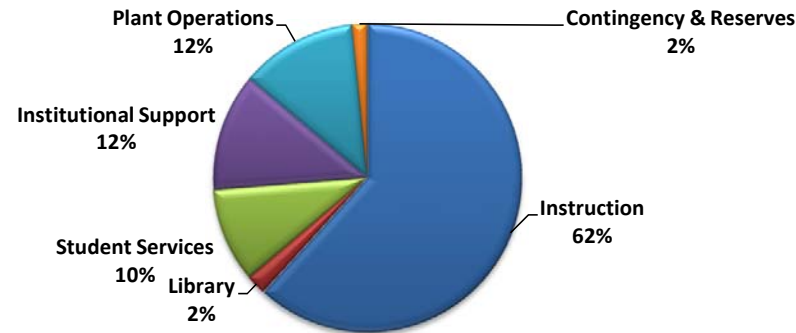
OPERATING CATEGORIES	Programs	%	FY 2011-2012	%	FY 2012-2013	%	FY 2013-2014	%	FY 2014-2015	%
FT Faculty	AE	14.8%	\$ 17,387,634	14.9%	\$ 16,816,518	15.2%	\$ 17,449,131	15.2%	\$ 19,320,350	15.9%
Faculty Stipend	AF	0.8%	\$ 891,117	0.8%	\$ 843,915	0.8%	\$ 1,037,829	0.9%	\$ 1,124,064	0.9%
PT / Pro Rata Faculty	AG & AH	18.7%	\$ 20,640,354	17.7%	\$ 20,413,204	18.5%	\$ 21,906,338	19.1%	\$ 20,923,578	17.3%
Classified	AK	13.1%	\$ 15,120,277	13.0%	\$ 13,606,609	12.3%	\$ 14,603,927	12.7%	\$ 16,400,627	13.5%
Exempt	AA, AB, AC, AZ	10.7%	\$ 12,527,654	10.8%	\$ 13,013,940	11.8%	\$ 14,206,837	12.4%	\$ 16,018,360	13.2%
Overtime	AU	0.0%	\$ 24,936	0.0%	\$ 235,459	0.2%	\$ 120,216	0.1%	\$ 23,700	0.0%
Hourly, Students & Other	All other	1.7%	\$ 1,720,425	1.5%	\$ 2,509,454	2.3%	\$ 2,606,752	2.3%	\$ 1,862,901	1.5%
Benefits	B-	20.1%	\$ 23,219,286	19.9%	\$ 22,018,482	19.9%	\$ 23,102,036	20.1%	\$ 23,604,729	19.5%
Goods & Services	E- LESS 02X	10.5%	\$ 12,521,126	10.8%	\$ 11,377,504	10.3%	\$ 12,532,323	10.9%	\$ 12,419,051	10.2%
Travel	G-	0.2%	\$ 297,883	0.3%	\$ 284,222	0.3%	\$ 320,893	0.3%	\$ 341,700	0.3%
Equipment	J- & K-	1.7%	\$ 1,373,237	1.2%	\$ 1,390,572	1.3%	\$ 1,604,324	1.4%	\$ 1,514,138	1.2%
Personal Services	C-	0.2%	\$ 288,131	0.2%	\$ 282,908	0.3%	\$ 473,705	0.4%	\$ 265,695	0.2%
Contingency & Reserves	E in 02x	0.3%	\$ 35,326	0.0%	\$ 4,135,183	3.7%	-	0.0%	\$ 2,685,306	2.2%
Other (Training Cont., Client Svcs, etc.)	N, P, x,	2.9%	\$ 6,447,226	5.7%	\$ 3,567,013	3.2%	\$ 4,782,211	4.2%	\$ 4,665,709	3.9%
<b>TOTAL</b>		<b>96%</b>	<b>\$ 116,405,094</b>	<b>97%</b>	<b>\$ 110,494,983</b>	<b>100%</b>	<b>\$ 114,746,522</b>	<b>100%</b>	<b>\$ 121,169,908</b>	<b>100%</b>

**PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET**

OPERATING	Programs		FY 2011-2012		FY 2012-2013		FY 2013-2014		FY 2014-2015
Instruction	011 & 04x	\$	26,112,850	\$	24,482,744	\$	24,460,717		26,119,194
Library	05x	\$	979,430	\$	930,998	\$	962,152		879,054
Student Services	06x	\$	4,764,754	\$	4,297,101	\$	4,041,720		4,195,595
Institutional Support	08x	\$	3,575,494	\$	3,389,205	\$	4,307,337		5,227,316
Plant Operations	09x	\$	4,684,983	\$	4,774,682	\$	4,996,440		5,205,103
Contingency & Reserves	02x	\$	562,299	\$	-	\$	1,625,929		671,313
<b>TOTAL</b>		\$	<b>40,679,810</b>	\$	<b>37,874,730</b>	\$	<b>40,394,295</b>	\$	<b>42,297,575</b>

OPERATING CATEGORIES			FY 2011-2012		FY 2012-2013		FY 2013-2014		FY 2014-2015
FT Faculty	AE	\$	8,315,142	\$	7,590,007	\$	8,079,153	\$	8,815,180
Faculty Stipend	AF	\$	219,066	\$	206,162	\$	184,124	\$	249,400
PT / Pro Rata Faculty	AG & AH	\$	7,661,507	\$	7,759,722	\$	7,944,909	\$	7,978,846
Classified	AK	\$	5,609,529	\$	4,841,970	\$	5,606,009	\$	6,015,106
Exempt	AA, AB, AC, AZ	\$	3,403,985	\$	3,637,868	\$	3,752,610	\$	4,088,232
Overtime	AU	\$	9,736	\$	84,983	\$	10,000	\$	10,000
Hourly, Students & Other	All other	\$	462,492	\$	749,586	\$	634,614	\$	662,933
Benefits	B-	\$	8,701,710	\$	8,160,585	\$	8,766,628	\$	8,953,814
Goods & Services	E- LESS 02X	\$	4,071,290	\$	3,478,311	\$	3,483,002	\$	4,268,843
Travel	G-	\$	60,383	\$	62,302	\$	119,894	\$	72,504
Equipment	J- & K-	\$	644,060	\$	457,249	\$	629,313	\$	331,324
Personal Services	C-	\$	2,025	\$	15,357	\$	-	\$	2,025
Contingency & Reserves	E in 02x	\$	562,299	\$	-	\$	300,000	\$	1,264,829
Other (Training Cont., Client Svcs, etc.)	N, P, x,	\$	956,586	\$	830,629	\$	884,039	\$	849,368
<b>TOTAL</b>		\$	<b>40,679,810</b>	\$	<b>37,874,730</b>	\$	<b>40,394,295</b>	\$	<b>42,297,575</b>

**Seattle Central Budgeted  
Expenses by Program Code  
FY 2014 - 2015**

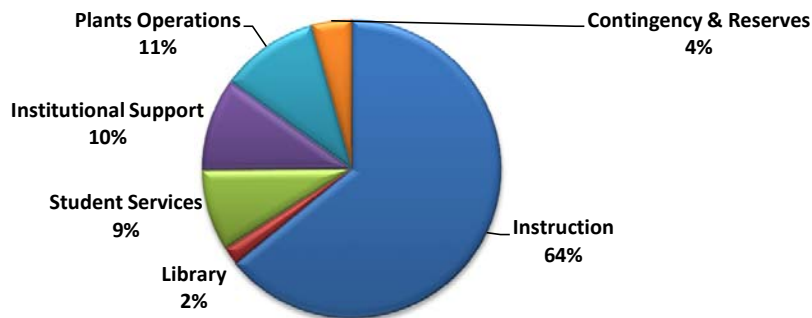


**PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET**

OPERATING	Programs	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015
Instruction	011 & 04x	\$ 17,496,140	\$ 17,021,652	\$ 18,672,638	\$ 19,486,679
Library	05x	\$ 733,104	\$ 741,677	\$ 590,533	\$ 582,473
Student Services	06x	\$ 2,981,614	\$ 2,982,827	\$ 2,152,340	\$ 2,677,136
Institutional Support	08x	\$ 2,354,871	\$ 2,423,606	\$ 2,708,311	\$ 3,069,452
Plants Operations	09x	\$ 3,301,922	\$ 3,121,400	\$ 3,021,788	\$ 3,241,918
Contingency & Reserves	02x	\$ 849,692	\$ 213,301	\$ 1,843,438	\$ 1,333,238
<b>TOTAL</b>		<b>\$ 27,717,343</b>	<b>\$ 26,504,462</b>	<b>\$ 28,989,048</b>	<b>\$ 30,390,896</b>

OPERATING CATEGORIES		FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015
FT Faculty	AE	\$ 4,374,385	\$ 4,387,234	\$ 4,622,803	\$ 5,016,444
Faculty Stipend	AF	\$ 209,942	\$ 208,710	\$ 300,504	\$ 274,422
PT / Pro Rata Faculty	AG & AH	\$ 5,963,935	\$ 6,135,357	\$ 6,723,568	\$ 6,180,977
Classified	AK	\$ 3,844,049	\$ 3,483,505	\$ 3,619,434	\$ 3,988,637
Exempt	AA, AB, AC, AZ	\$ 2,768,184	\$ 2,797,275	\$ 3,247,293	\$ 3,787,776
Overtime	AU	\$ 4,700	\$ 77,587	\$ 30,809	\$ 2,600
Hourly, Students & Other	All other	\$ 325,858	\$ 560,635	\$ 488,046	\$ 335,675
Benefits	B-	\$ 5,821,372	\$ 5,609,511	\$ 6,104,186	\$ 5,953,434
Goods & Services	E- LESS 02X	\$ 2,413,956	\$ 1,939,920	\$ 2,050,567	\$ 2,466,165
Travel	G-	\$ 98,659	\$ 44,919	\$ 69,381	\$ 102,440
Equipment	J- & K-	\$ 154,334	\$ 109,890	\$ 150,331	\$ 79,915
Personal Services	C-	\$ 231,817	\$ 130,788	\$ 175,075	\$ 20,670
Contingency & Reserves	E in 02x	\$ 849,692	\$ 213,301	\$ -	\$ 1,264,829
Other (Training Cont., Client Svcs, etc.)	N, P, x,	\$ 656,460	\$ 805,831	\$ 1,010,834	\$ 916,912
<b>TOTAL</b>		<b>\$ 27,717,343</b>	<b>\$ 26,504,462</b>	<b>\$ 28,989,048</b>	<b>\$ 30,390,896</b>

**North Seattle Budgeted  
Expenses by Program Code  
FY 2014-2015**



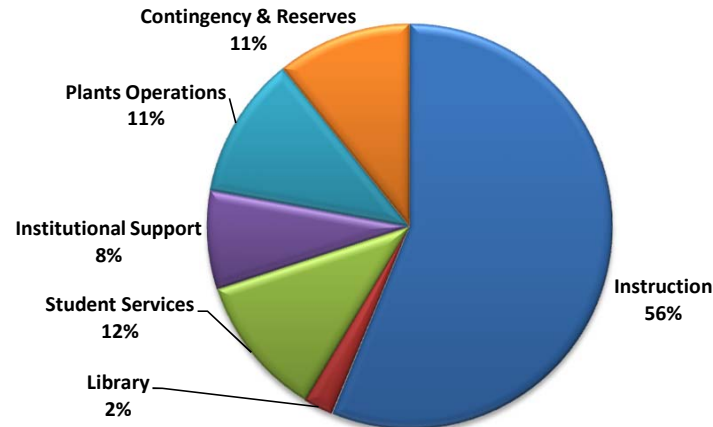


**PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET**

OPERATING	Programs	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015
Instruction	011 & 04x	\$ 18,314,650	\$ 17,663,562	\$ 18,256,844	\$ 20,423,420
Library	05x	\$ 771,416	\$ 638,686	\$ 653,604	\$ 666,053
Student Services	06x	\$ 3,706,874	\$ 3,623,234	\$ 3,467,482	\$ 3,366,563
Institutional Support	08x	\$ 2,563,784	\$ 3,125,672	\$ 3,492,031	\$ 4,103,947
Plants Operations	09x	\$ 3,704,245	\$ 3,886,722	\$ 3,883,643	\$ 4,057,296
Contingency & Reserves	02x	\$ 3,502,151	\$ 2,572,497	\$ 3,125,087	\$ 964,348
<b>TOTAL</b>		<b>\$ 32,563,120</b>	<b>\$ 31,510,373</b>	<b>\$ 32,878,691</b>	<b>\$ 33,581,627</b>

OPERATING CATEGORIES		FY 2011-2012	FY 2012-13	FY 2013-2014	FY 2014-2015
FT Faculty	AE	\$ 4,397,922	\$ 4,419,293	\$ 5,102,327	\$ 4,925,382
Faculty Stipend	AF	\$ 185,085	\$ 234,849	\$ 319,155	\$ 328,710
PT / Pro Rata Faculty	AG & AH	\$ 5,761,498	\$ 5,413,060	\$ 4,894,559	\$ 5,562,876
Classified	AK	\$ 3,658,900	\$ 3,474,769	\$ 3,749,663	\$ 4,106,948
Exempt	AA, AB, AC, AZ	\$ 3,264,655	\$ 3,555,329	\$ 3,789,984	\$ 4,461,361
Overtime	AU	\$ 5,500	\$ 51,201	\$ 10,600	\$ 6,100
Hourly, Students & Other	All other	\$ 440,715	\$ 688,998	\$ 524,515	\$ 517,285
Benefits	B-	\$ 5,993,761	\$ 5,697,393	\$ 5,977,653	\$ 5,845,902
Goods & Services	E- LESS 02X	\$ 3,008,417	\$ 2,965,837	\$ 3,145,696	\$ 3,388,778
Travel	G-	\$ 57,883	\$ 96,913	\$ 62,626	\$ 77,893
Equipment	J- & K-	\$ 275,133	\$ 604,498	\$ 228,335	\$ 918,599
Personal Services	C-	\$ 21,239	\$ 40,822	\$ 66,575	\$ 123,500
Contingency & Reserves	E in 02x	\$ 3,502,151	\$ 2,572,497	\$ 3,118,144	\$ 672,574
Other (Training Cont., Client Svcs, etc.)	N, P, x,	\$ 1,954,935	\$ 1,694,914	\$ 1,888,859	\$ 2,645,719
<b>TOTAL</b>		<b>\$ 32,563,120</b>	<b>\$ 31,510,373</b>	<b>\$ 32,878,691</b>	<b>\$ 33,581,627</b>

**South Seattle Budgeted  
Expenses by Program Code  
FY 2014-2015**



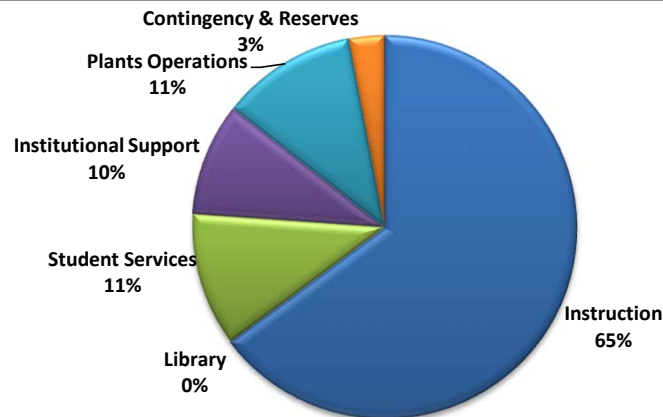


**PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET**

OPERATING	Programs	FY 2011-2012	FY 2012-13	FY 2013-2014	FY 2014-15
Instruction	011 & 04x	\$ 2,643,407	\$ 2,517,652	\$ 2,417,652	\$ 3,290,147
Library	05x	\$ -	\$ -	\$ -	\$ -
Student Services	06x	\$ 905,951	\$ 866,510	\$ 856,510	\$ 572,218
Institutional Support	08x	\$ 490,511	\$ 417,126	\$ 397,126	\$ 481,059
Plants Operations	09x	\$ 647,205	\$ 557,060	\$ 757,060	\$ 579,218
Contingency & Reserves	02x	\$ -	\$ -	\$ 233,819	\$ 152,454
<b>TOTAL</b>		<b>\$ 4,687,074</b>	<b>\$ 4,358,348</b>	<b>\$ 4,662,167</b>	<b>\$ 5,075,096</b>

OPERATING CATEGORIES		FY 2011-2012	FY 2012-13	FY 2013-2014	FY 2014-15
FT Faculty	AE	\$ 300,185	\$ 352,955	\$ 587,472	\$ 444,127
Faculty Stipend	AF	\$ 219,510	\$ 106,116	\$ 70,000	\$ 144,299
PT / Pro Rata Faculty	AG & AH	\$ 1,194,805	\$ 1,105,065	\$ 1,141,025	\$ 1,200,879
Classified	AK	\$ 578,452	\$ 594,137	\$ 583,117	\$ 659,583
Exempt	AA, AB, AC, AZ	\$ 549,897	\$ 452,418	\$ 511,442	\$ 514,173
Overtime	AU	\$ -	\$ 3,002	\$ -	\$ -
Hourly, Students & Other	All other	\$ 119,800	\$ 143,264	\$ 87,000	\$ 92,500
Benefits	B-	\$ 938,719	\$ 997,688	\$ 774,770	\$ 1,164,926
Goods & Services	E- LESS 02X	\$ 341,246	\$ 334,926	\$ 744,758	\$ 443,945
Travel	G-	\$ 4,140	\$ 1,455	\$ 2,000	\$ 1,500
Equipment	J- & K-	\$ 92,700	\$ 8,625	\$ 8,000	\$ 3,000
Personal Services	C-	\$ -	\$ -	\$ -	\$ -
Contingency & Reserves	E in 02x	\$ 130,089	\$ -	\$ -	\$ 152,454
Other (Training Cont., Client Svcs, etc.)	N, P, x,	\$ 217,531	\$ 258,697	\$ 152,582	\$ 253,710
<b>TOTAL</b>		<b>\$ 4,687,074</b>	<b>\$ 4,358,348</b>	<b>\$ 4,662,164</b>	<b>\$ 5,075,096</b>

**SVI Budgeted  
Expenses by Program Code  
FY 2014 - 2015**



# Seattle Colleges District-Wide & Siegal Center

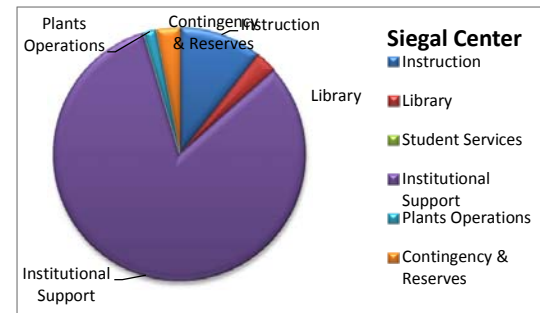
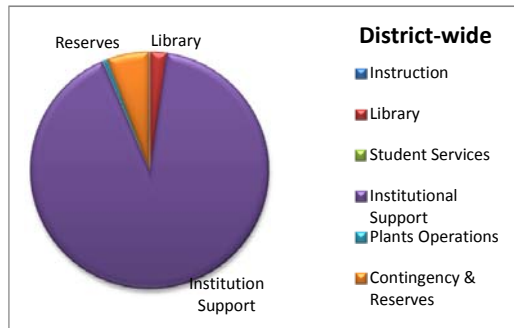
## PROPOSED FISCAL YEAR 2014-2015 OPERATING BUDGET

### District Wide

OPERATING	Programs	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015
Instruction	011 & 04x	\$ 339,998	\$ 309,706	\$ 248,220	\$ -
Library	05x	\$ 95,568	\$ 92,163	\$ 102,635	\$ 143,431
Student Services	06x	\$ -	\$ -	\$ -	\$ -
Institutional Support	08x	\$ 3,073,904	\$ 3,097,866	\$ 2,190,152	\$ 5,659,046
Plants Operations	09x	\$ 879	\$ -	\$ 55,260	\$ 41,600
Contingency & Reserves	02x	\$ 827,223	\$ 827,223	\$ 1,165,189	\$ 358,431
<b>TOTAL</b>		<b>\$ 4,337,572</b>	<b>\$ 4,326,958</b>	<b>\$ 3,761,456</b>	<b>\$ 6,202,508</b>

OPERATING CATEGORIES		FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015
FT Faculty	AE	\$ -	\$ 67,029	\$ 52,345	\$ -
Faculty Stipend	AF	\$ 57,514	\$ 85,129	\$ 89,529	\$ -
PT / Pro Rata Faculty	AG & AH	\$ 58,609	\$ -	\$ 6,264	\$ -
Classified	AK	\$ 46,794	\$ 48,845	\$ 89,762	\$ 1,354,604
Exempt	AA, AB, AC, AZ	\$ 54,350	\$ 149,397	\$ 160,000	\$ 2,850,472
Overtime	AU	\$ -	\$ 452	\$ -	\$ 5,000
Hourly, Students & Other	All other	\$ 255,098	\$ 234,547	\$ 240,098	\$ 46,410
Benefits	B-	\$ 529,633	\$ 419,805	\$ 562,573	\$ 1,209,043
Goods & Services	E- LESS 02X	\$ 2,248,024	\$ 2,350,195	\$ 1,194,198	\$ 326,357
Travel	G-	\$ 27,227	\$ 35,636	\$ 39,172	\$ 48,191
Equipment	J- & K-	\$ 163,260	\$ 96,239	\$ 148,326	\$ 15,500
Personal Services	C-	\$ 13,250	\$ 73,230	\$ 14,000	\$ 13,500
Contingency & Reserves	E in 02x	\$ 827,223	\$ 827,223	\$ 1,165,189	#REF!
Other (Training Cont., Client Svcs, etc.)	N, P, x,	\$ 56,590	\$ (60,769)	\$ -	\$ -
<b>TOTAL</b>		<b>\$ 4,337,572</b>	<b>\$ 4,326,958</b>	<b>\$ 3,761,456</b>	<b>\$ 6,202,508</b>

check figure \$ 4,337,572 \$ 4,326,958 \$ 3,761,456 #REF!  
diff \$ - \$ - \$ - #REF!



### Siegal Center

OPERATING	Programs	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015
Instruction	011 & 04x	\$ -	\$ -	\$ 2,434	\$ 384,843
Library	05x	\$ 93,588	\$ 78,338	\$ 127,196	\$ 102,635
Student Services	06x	\$ -	\$ -	\$ -	\$ -
Institutional Support	08x	\$ 5,689,215	\$ 5,251,184	\$ 5,715,137	\$ 2,965,384
Plants Operations	09x	\$ 61,600	\$ 68,428	\$ 41,600	\$ 57,326
Contingency & Reserves	02x	\$ 575,772	\$ 522,162	\$ 244,738	\$ 112,018
<b>TOTAL</b>		<b>\$ 6,420,175</b>	<b>\$ 5,920,112</b>	<b>\$ 6,131,105</b>	<b>\$ 3,622,206</b>



**SEATTLE CENTRAL  
COLLEGE**  
*One of the Seattle Colleges*

## **MEMORANDUM**

**DATE:** October 9, 2014  
**TO:** Board of Trustees  
**FROM:** Paul Killpatrick, President  
**SUBJECT:** Local Funding Authorization – Seattle Maritime Academy (SMA) Replacement Project

Seattle Central College is working on a construction project to replace a 27,000 square-foot building at the Seattle Maritime Academy.

Due to the State budget reductions and other factors relating to site work, the SMA Replacement Project faces a budget shortfall of approximately \$2.2M. As of today, the College has already expended approximately \$3,459,820.09 in the designing and prep-work phases. Construction drawings are complete, building permit has been issued, and we are currently at the Bidding Phase of the construction.

In order to proceed with the project, Seattle Central College is proposing to transfer local funds to offset the shortfall per the following:

- \$1.5M from the Assertive Boat Sales Proceeds (fund 570)
- \$700,000 from Consolidation Account (fund 145)

The \$700K from the 145 Consolidation Account are to be replenished by future boat sales proceeds.

Please review the attached document from Mr. Stephen Starling, Architect, for more details on the background of the Seattle Maritime Academy (SMA) Replacement Project.

Per Seattle Colleges Board Policy 108, the Board must approve transfers between funds aggregating \$500,000 or more during a fiscal year.

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve for Seattle Central to proceed with this expenditure to proceed with the SMA Replacement Project.

Submitted by,

Dr. Paul Killpatrick, President

Transmitted to the Board with favorable recommendation by,

Dr. Jill Wakefield, Chancellor



September 18, 2014

**Mr. Chuck Davis**  
Facilities Planning and Operations  
Seattle Central College  
Seattle, WA 98112

**Subject: Project Impacts due to Legislative budget reductions.**  
Seattle Maritime Academy Replacement  
Seattle Central Community College

Dear Chuck,

We offer the following discussion regarding the necessary local funding to provide a completed facility that will meet the intended purposes defined by the original funding request. The current Total Project Budget has been based upon the 95% construction project estimate reduction.

**Background**

The project as originally funded in 2009 anticipated a project which consisted of:

- A single building of 27,509 gross square feet
- An estimated Maximum Allowable Construction Cost of \$9,968,000
- A Total Project Cost of **\$18,322,000**.

In 2011, the construction phase of the project was delayed for a biennium due to budget cuts.

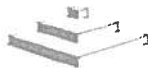
During the 2013 legislative session, the total project allocation was reduced by \$1,494,000 to **\$16,828,000**.

The project, as developed to the 95% construction document level anticipates a project which will consist of:

- A single building of 26,050 gross square feet
- An estimated MACC of \$12,028,029
- A total project cost of **\$19,007,119** (excludes \$408,564 in additional hazardous material abatement funding provided from the State Construction Pool in 2014)

**Summary**

Due to the reductions in state funding and the current project estimate. The Project faces a budget short fall to be met by local funds of **\$2,179,119**. (Current Total Project Estimate \$19,007,119 - Current total appropriation of \$16,828,000).

**Key issues and developments in project evolution to date.**

As the project has evolved during the design process to date, the following discussion explains the issues and funding revisions implemented by the College to assure the project is realized as intended by the Project Request Report submitted in December of 2008 while also looking to reduce project costs and guard against potential cost/program risks.

**Acquisition costs**

The project site available for development is extremely limited. During initial planning, in order to provide necessary parking to support the new building, an adjacent un-improved (gravel) city ROW was targeted for acquisition.

Negotiations with the city have concluded that the projects parking requirement, could be met by the creation of parking within the city's right-of-way without acquisition. However, it would be the college's responsibility to fully develop the existing un-improved right of way. This development needs to include: Parking for college/public use, boat trailer parking and ADA access to the adjacent public boat launch, street construction; sidewalks; street and walkway lighting; green storm water infrastructure; and street trees. As such, the college has shifted \$962,000 of funding for acquisition, to off-site construction costs.

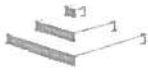
**Marine Technology Building – Mechanical System Replacement**

The mechanical system of the existing Marine Technology Building consists of heat pumps located in the Shilshole Ave. right-of-way. As part of the City required street improvements, these heat pumps were required to be removed. The college has mitigated this issue by replacing the mechanical system using and Energy Services Company (ESCO). The cost to replace the system was \$210,683 and is included in the current total project cost estimate of \$19,007,119.

**Early Site Package**

Preparation of the project site for construction, as well as work necessary to modify the existing utilities such that on-going support to the SMA's vessels, have proven to be more difficult than initially anticipated. Three issues in particular have led the College to commit to an early site development package to both ease the impact to on-going college operations and reduce potential project risks.

- Over the last three years, the SMA has been very successful in replacing older ageing training vessels with a newer fleet. These training vessels constitute a significant instructional component to the SMA programs and must remain in operation throughout the construction process. Additionally, several program components will be moved temporarily to the vessels due to the loss of instructional space resulting from existing building demolition. Temporary power, sewer, and water utilities will be included in the early site package to facilitate the installation of soil improvement work discussed below.
- Site soils have been found to be not only of poor quality, but the site is also highly susceptible to soil spreading (land sliding into the waterway) during a significant seismic event. Costs to provide conventional foundations that could



resist a soil spreading event were found to be prohibitive. The design team recommends stabilizing the existing site soils, by the installation of a stone pile foundation system. This installation will not only provide a soil profile to support conventional spread footing structural system, but will also extend the useful life of the existing bulkhead. The installation of stone columns requires limited vibration of placed soils for compaction. There is some risk of existing soils displacement behind the existing bulkhead during this project as well as the possible, yet unlikely event of bulkhead failure. Providing an early site package limits the exposure to extended overhead costs of the primary construction project if such an event were to occur.

The cost impact of these decisions increased the Total Project Cost by an estimated \$150,000.

#### **Engine Training Lab**

A prime component of the SMA instructional program space is the Engine Training Lab. The project as originally envisioned at the start of the design process, was to locate a new engine lab in a renovated space inside the existing Marine Technology Building at an estimated cost of \$1,320,915.

After the budget reduction in 2013, the expense to construct this renovation was found to be beyond the funding available. As such, the decision was made to remove a large lecture hall from the new building and change it into a new Engine Training Lab. This change in project scope required a limited redesign and an increase in construction costs.

The cost impact of this decision decreased the Total Project Cost by an estimated \$1,120,915. (Renovation savings of \$1,320,915 less \$200,000 in additional costs). We appreciate the opportunity to provide you with support in your efforts to safeguard the project budget. If you have any questions, please call.

Respectfully,

**Stephen J. Starling, AIA**

Principal

## MEMORANDUM

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.  
Chancellor

DATE: October 9, 2014

SUBJECT: **Puget Sound Coalition Compact**

### Background

#### Coalition Purpose

The purpose of the Puget Sound Coalition for College and Career Readiness is to build a seamless transition from high school to college to career across the Puget Sound area. The shared vision is to increase both the number and percentage of students that graduate from high school, enroll and persist in college and graduate from higher education able to secure a family wage job and/or career path. The Coalition comprised of eight school districts and eight colleges, and partners with the Community Center for Education Results and the Office of Superintendent of Public Instruction.

#### The Compact

The Seattle Colleges is committed to create an environment that supports students' attainment of a postsecondary credential.

### Recommendation

It is recommended that the Board adopt Resolution 04-01 in support of the Puget Sound Coalition College Compact.

Submitted by,



Jill Wakefield, Ed.D.  
Chancellor



September 17, 2014

Dr. Jill Wakefield, Chancellor  
Seattle College District  
1500 Harvard Ave  
Seattle, WA 98122-2413

Dear Dr. Wakefield,

I'm writing to express my great appreciation for the collaboration and partnership with the Seattle College District during the past year.

As you know, the Workforce Development Council's mission is to support a strong economy and the ability of every resident to achieve self-sufficiency. Our community and technical college partners are essential in our efforts to educate the workforce, not only for the well-being of individuals and their families, but for the competitiveness of local employers.

In program year 2013, the WDC invested nearly \$1,360,000 with the Seattle College District to fund critical training services and cohorts for our community to participate in a variety of workforce training programs, empowering them to re-enter the workforce. This included *Health Careers for All*, expanding access to high-demand healthcare careers, and 135 Individual Training Accounts to job seekers including those facing significant barriers such as long-term unemployment or a disability.

With multiple WorkSource Affiliate and Connection sites, the Seattle College District helps the WDC expand the reach of the public workforce system to many more King County residents and is a substantial contributor to the success of the workforce system overseen by the WDC in King County.

I also want to take this opportunity to thank you for your valued service on our WDC Board and its Executive Committee. I have enjoyed serving on your Chancellor's Advisory Committee and working together to further align our workforce and education systems.

In a time of shrinking state and federal budgets, the WDC remains committed to partnering, pursuing and winning grants that support the skill development of job seekers throughout Seattle-King County, such as the pending DOL H1B Wired2Work Washington and TAACCCT round IV applications. As I talk with workforce and policy leaders across the country, I am reminded how fortunate we are to invest this funding in local colleges that lead the nation in their excellence and collaborative spirit.

I look forward to a continued strong partnership with the Seattle College District. Please don't hesitate to contact me at [msessions@seakingwdc.org](mailto:msessions@seakingwdc.org) or (206) 448-0474.

Sincerely,



Marléna Sessions  
Chief Executive Officer

**RESOLUTION NO. 14 – 01**

**A Resolution Honoring the Implementation of the  
Puget Sound Coalition for College and Career Readiness Compact**

**WHEREAS**, The Puget Sound Coalition for College and Career Readiness is committed to improving the transition for students from high school to college throughout South King County, Shoreline and Bellevue;

**WHEREAS**, Members of the Puget Sound Coalition for College and Career Readiness approved the Coalition Compact on June 14, 2014.

**WHEREAS**, the Seattle Colleges has identified postsecondary readiness and success as a priority in its strategic plan;

**WHEREAS**, the Seattle Colleges has made investments in resources to ensure that students receive supports that promote a strong start in college as well as their persistence and completion;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of the Seattle Colleges approves the Commitments articulated in the Puget Sound Coalition for College and Career Readiness Compact and will support current and future efforts to ensure successful implementation.

**ADOPTED** by the Board of Seattle Colleges at a regular meeting thereof on \_\_\_\_\_,  
the following Board Members being present and voting:

ATTEST:

\_\_\_\_\_  
Jill Wakefield, Chancellor

\_\_\_\_\_  
Carmen Gayton, Board Chair

\_\_\_\_\_  
Steve Hill, Vice Chair


\_\_\_\_\_  
Courtney Gregoire, Board Member

\_\_\_\_\_  
Jorge Carrasco, Board Member

## OFFICE OF THE CHANCELLOR

### MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield 

**DATE:** October 9, 2014

**SUBJECT:** Shared Funding of Educational Services for International Students - Resolution 14-02

#### Background

Historically, community and technical colleges have counted international students as either (1) state-funded students who pay non-resident tuition, or (2) "contracted" students, sponsored through a third party-entity, typically the college's foundation. For college districts that did not meet their student FTE allocation, counting these international students as state-funded FTEs assisted those districts in reaching their FTE target. For college districts that exceeded their FTE allocation, counting these international students as contracted students under RCW 28B.50.140(17) and WAC 131-32-020 (shared funding) generated more money, since building fees and S&A fees are not deducted from the contracted tuition. In 2007, the State Board for Community and Technical Colleges required each community and technical college wanting to continue with its contracted international student program to confirm this decision with an annual Board resolution. The Seattle Colleges, along with many of its sister districts, has determined that it is more cost effective to classify its international students as "contracted" students under a shared funding model, unless enrollment challenges dictate otherwise.

#### Recommended Action

It is my recommendation that the Board of Trustees adopt Resolution 14-02, authorizing the District to count its international students as contract students in accordance with RCW 28B.50.140(17) and WAC 131-32-020.

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

  
Dr. Jill Wakefield  
Chancellor

Attachment:  
Resolution 13-01



## BOARD OF TRUSTEES

### SEATTLE COMMUNITY COLLEGE DISTRICT VI BOARD OF TRUSTEES RESOLUTION NO. 13-01

(Pertaining to International Student Contract Programs)

Seattle  
CENTRAL  
Community  
College

WHEREAS, Seattle District of Community Colleges VI is committed to achieving an international integrated educational environment, and

NORTH  
Seattle  
Community  
College

WHEREAS, the District is attracting greater numbers of international students, and

SOUTH  
Seattle  
Community  
College

WHEREAS, state law and the policies and procedures of the State Board of Community and Technical Colleges (SBCTC) permit the establishment of contractual instructional programs for international students;

SVI Seattle  
Vocational  
Institute

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees for Seattle Community College District VI has determined that it is not financially viable to serve international students within its limited state-supported student allocation and that the District will provide classes or programs for international students with shared funding from a cooperating agency or organization as authorized by RCW 28B.50.140(17) and WAC 131-32-020.

Georgetown  
Campus

APPROVED AND ADOPTED October 10, 2013.

NewHolly  
Learning  
Center

BOARD OF TRUSTEES  
Seattle Community College District VI

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

By: Jorge Carrasco  
Jorge Carrasco  
Chair of the Board

ATTEST:

[Signature]  
Secretary to the Board

Washington District VI  
1500 Harvard Avenue  
Seattle, WA 98122  
206.934.4100  
f. 206.934.3883  
Voice Relay  
800.833.6388

**BOARD OF TRUSTEES****WASHINGTON STATE SEATTLE COLLEGES DISTRICT #6****BOARD OF TRUSTEES****RESOLUTION NO. 14-02****(Pertaining to International Student Contract Programs)**

WHEREAS, Washington State Seattle Colleges District #6 is committed to achieving an international integrated educational environment, and

WHEREAS, the District is attracting greater numbers of international students, and

WHEREAS, state law and the policies and procedures of the State Board of Community and Technical Colleges (SBCTC) permit the establishment of contractual instructional programs for international students;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees for Washington State Seattle Colleges District #6 has determined that it is not financially viable to serve international students within its limited state-supported student allocation and that the District will provide classes or programs for international students with shared funding from a cooperating agency or organization as authorized by RCW 28B.50.140(17) and WAC 131-32-020.

**APPROVED AND ADOPTED** October 9, 2014.

**BOARD OF TRUSTEES****Washington State Seattle Colleges District #6**

By: \_\_\_\_\_  
Carmen Gayton  
Chair of the Board

ATTEST:

\_\_\_\_\_  
Secretary to the Board



## MEMORANDUM

Seattle  
CENTRAL  
College

**TO:** Board of Trustees

NORTH  
Seattle  
College

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

**DATE:** October 9, 2014

SOUTH  
Seattle  
College

**SUBJECT:** Enrollment Report: 2014 Summer Quarter Finals

SVI Seattle  
Vocational  
Institute

### Background

This report provides FTES and headcount finals for Summer Quarter, 2014 compared with Summer Quarter 2013.

Georgetown  
Campus

### Recommendation

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

NewHolly  
Learning  
Center

Submitted by:

Seattle  
Maritime  
Academy

Dr. Carin Weiss  
Vice Chancellor

Wood  
Technology  
Center

Transmitted to the Board for their information.

Dr. Jill Wakefield  
Chancellor



Seattle Colleges

## BOARD OF TRUSTEES

October 9, 2014

### ENROLLMENT REPORT: 2014 Summer Quarter Finals

*This month's report provides FTES and headcount for Summer Quarter, 2014.*

#### Summer Quarter 2014 FTES and Headcount – State-Funded, International, and Contract

**State-Funded FTES:** The District generated 4,997 state-funded FTES for summer 2014, representing 90% (-558 FTES) of the allocation target of 5,555. This is 6% (344 FTES) below our enrollment numbers compared to last year's summer final. North is the only college to exceed both the allocation target (3%) and the final of last year (1%).

- North is up by 17 FTES (1%)
- Central is behind by 70 FTES (-4%)
- South is down by 247 FTES (-13%)
- SVI is off by 43 FTES (-13%)

**State-Funded Headcount:** The district headcount is down 676 students for this same time last year. A decrease of 7.3%.

SVI has seen a significant increase in the FTES per headcount; from .70 last year to 1.09 FTES per student this year. The FTES per headcount at the district level was slightly higher.

FTES	2014 FTES	2013 FTES	14/13 FTES Difference	14/13 % Difference	Head- count	2014 Headcount	2013 Headcount	Difference	% Difference
District	4997	5341	-344	-6%	District	8,533	9,209	-676	-7%
North	1552	1535	17	1%	North	3087	3075	12	0%
Central	1552	1622	-70	-4%	Central	2697	2791	-94	-3%
South	1609	1857	-247	-13%	South	2484	2924	-440	-15%
SVI	284	327	-43	-13%	SVI	265	419	-154	-37%

**International Student FTES:** The District generated 2054 International Student FTES for summer 2014, a 7% increase over summer 2013. Central and South FTES increased by 24% and 25% respectively, while North International FTES fell by 22%.

**International Student Headcount:** The District International student headcount increased 9% over the same time last year. Central and South International headcount both increased by approximately 20%, while North decreased by 14% from last year.

Summer	2014 FTES	2013 FTES	14/13 FTES Difference	14/13 % Difference	Headcount	2014 Headcount	2013 Headcount	Difference	% Difference
District	2054	1913	141	7%	District	2,204	2,022	182	9%
North	559	713	-154	-22%	North	602	696	-94	-14%
Central	1155	928	227	24%	Central	1272	1051	221	21%
South	340	272	68	25%	South	330	275	55	20%
SVI	N/A	N/A	N/A	N/A	SVI	N/A	N/A	N/A	N/A

*\*Includes Intensive English Enrollments*

**Contract Course Enrollment:** The District had 810 students (293 FTES) enrolled in contract courses in summer 2014. These courses include: correspondence, customized and contract training courses. Running Start is not offered in the summer.



# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield

**DATE:** Fall 2014

**SUBJECT:** Instructional Policies 505, 508, 515, 520, 522, 530 – First Reading

## **Background**

The attached Seattle College District policies are submitted for review by the Board of Trustees. Policies 505, 515, and 520 are submitted with recommended revisions. No revisions are recommended for Policies 508, 522, or 530.

## **Recommendation**

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

Submitted by:

A handwritten signature in cursive script that reads "Gary Oertli".

Gary Oertli,  
President, South Seattle College

Transmitted to the Board with a favorable recommendation,

Dr. Jill Wakefield  
Chancellor

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## Revised Policies

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### NUMBER: 505

#### TITLE: SCD Instructional Programs

The Seattle College District will offer ~~thoroughly~~ comprehensive educational, training and service programs that maintain high standards of excellence in academic transfer, career and technical education, adult basic education, baccalaureate, and continuing education to meet the needs of both the communities and students served.

*Board of Trustees – Revision & Adoption History*

*Adopted: 4/8/1985*

*Revised: 10/5/1993*

*Revised; 8/26/2009*

## NUMBER: 515

### TITLE: SCD College Awarded Credit

A student may be awarded college credit as a result of successful completion of prescribed courses or units of instruction; approved transfer of credit from another regionally accredited college or university, recognized international college or university, or post-secondary institution; adequate performance on a challenge exam or standardized advanced placement exam; relevant prior experiential learning (work experience); or other recognized educational experience such as military training or training approved by the state, industry, or a professional association. There ~~is no~~ may be limits on approved transfer ~~abled~~ credits ~~based on as long as~~ residency, ~~and~~ degree ~~requirements and accreditation requirements are met.~~

~~In the case of credit awarded for advanced placement, experiential learning, or other recognized educational experiences, credit will be entered on the student's transcript as satisfactorily completed but will not carry grade points.~~

*Board of Trustees – Revision & Adoption History*

*Adopted: 1/7/1977*

*Revised: 6/14/1993*

*Revised: 8/26/2009*

**NUMBER: 520**

**TITLE: SCD Grading System**

| Seattle College District will establish and implement a uniform grading system. ~~at each of the colleges.~~

*Board of Trustees – Revision & Adoption History*

*Adopted: 1/7/1977*

*Revised: 6/14/1993*

*Revised: 8/26/2009*

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## **Policies – No Revisions**

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### **NUMBER: 508**

#### **TITLE: District Personnel Standards**

Prior to employment of candidates to perform professional services in the Seattle College District, the District Board of Trustees shall establish that the candidate possesses the general standards for community and technical college employees as set forth in WAC 131-16-080.

Candidates for appointment as professional teaching personnel in academic fields and professional teaching personnel, other instructional personnel, and administrators in professional-technical education shall also meet or exceed the requirements set forth in Chapter 131-16 of the Washington Administrative Code.

Copies of chapter 131-16 WAC may be obtained from the college chief professional-technical administrators office or accessed on the Internet at [apps.leg.wa.gov/wac/default.aspx?cite=131-16-080](https://apps.leg.wa.gov/wac/default.aspx?cite=131-16-080).

#### *Board of Trustees – Revision & Adoption History*

*Adopted: 2/4/1992*

*Revised: 7/14/2005*

*Revised: 8/26/2009*

# **NUMBER: 522**

## **TITLE: Credit Hour Policy**

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

### **Lecture / Discussion:**

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

### **Laboratory / Applied Learning:**

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

### **Work Site Educational Experience:**

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

### **Other:**

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

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

Board of Trustees – Revision & Adoption History

*Adopted: 4/15/2013*

## **NUMBER: 530**

### **TITLE: Use of Human Subjects**

It shall be the policy of the Seattle College District Board of Trustees to recognize the responsibility for protecting the rights, well-being and personal privacy of individuals, assuring a favorable climate for the conduct of academically oriented inquiry, and protecting the interests of the institution. This policy addresses classroom, laboratory and clinical activities such as those in the health professions and biological sciences where learning by students requires the use of human subjects as part of demonstrations or experiments.

This policy is not intended to cover the ordinary and expected risks to which students are exposed as they engage in the usual activities and class participation of the college or institute. It does, however, cover students' participation as human subjects in such activities as training procedures, demonstrations, and experiments where students are exposed as participants to situations which may be injurious or dangerous to them and to which they are not ordinarily exposed or accustomed in their normal daily lives as students or non-students.

#### *Board of Trustees – Revision & Adoption History*

*Adopted: 9/5/1989*

*Revised: 6/14/1993*

*Revised: 8/26/2009*



Seattle  
Central  
Community  
College

North  
Seattle  
Community  
College

South  
Seattle  
Community  
College

VI Seattle  
Vocational  
Institute

Georgetown  
Campus

Leahurst  
Learning  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

Vashington District VI  
500 Harvard Avenue  
Seattle, WA 98122  
206.934.4100  
206.934.3883  
Voice Relay 800.833.6388

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

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman

**DATE:** October 9, 2014

**SUBJECT:** Policy 265 - First Reading

### Background

The attached SCD Cellular Telephone Use policy revision is suggested to better comply our existing practices.

### Recommendation

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

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor



## SEATTLE ~~COMMUNITY~~ COLLEGE DISTRICT POLICY

NUMBER: 265

TITLE: CELLULAR TELEPHONE USE

### General

The use of cellular telephones is in some instances the most effective manner to conduct college business particularly for those individuals who, by the nature of their job responsibilities, need to be on call at all times. Use of cellular telephones for college business and charging to the state budget are allowable within the major guidelines set forth in the corresponding procedures outlined in Procedure 265.

*Adopted: 02/06/96*

*Amended: June 11, 2009*

# Seattle Vocational Institute (SVI)

## Revitalization Proposal &

## AY 2014-15 Status Update

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### Introduction

Seattle Vocational Institute is a center for short-term career training and education. Throughout its history, SVI has touched the lives of many students, giving them the skills, training and education to find meaningful employment so they can support themselves and their families. With an investment of resources, the institution has tremendous potential to positively impact many more people in meaningful ways. This plan outlines steps Seattle Central will take to revitalize this proud institution to secure its immediate and long-term future.

### Background

SVI was created more than two decades ago to serve as postsecondary short-term training institution, with a special focus on serving underrepresented, underserved and historically economically disadvantaged individuals. SVI is also the state's only public, state-funded post-secondary educational institution in which students enrolled in programs of six months or less are eligible for federal financial aid, making its programs accessible to many low-income residents of Seattle and surrounding areas.

While separately funded, it is a unit of Seattle Central College and part of the Seattle Colleges District VI.

### Programs

<b>Allied Health</b> <ul style="list-style-type: none"> <li>Dental Assistant*</li> <li>Medical Administrative Assistant</li> <li>Medical Assistant</li> <li>Medical Front Office</li> <li>Phlebotomy</li> </ul> <p><i>*The Dental Assistant program will move to the Pacific Tower in 2015 but will remain part of SVI</i></p>	<b>Pre-Apprenticeship Construction Trade (PACT)</b>
<b>Business Computers</b> <ul style="list-style-type: none"> <li>Administrative Office Professional</li> <li>Computer-based Accounting</li> <li>Computer Support Technician</li> <li>Foundation Certificate – Office Clerk</li> </ul>	<b>Cosmetology</b>
	<b>Basic and Transitional Studies</b> <ul style="list-style-type: none"> <li>Adult Basic Education</li> <li>English as a Second Language</li> <li>GED Preparation</li> </ul>
	<b>Bright Future</b> – For high school juniors and seniors who want to earn a high school diploma and a professional/ vocational certification at the same time

## Student Support Services

- Counseling
- Advising
- Admissions/Outreach
- Assessment
- Student Leadership
- Financial Aid
- Registration
- Disability Support Services (*provided by Seattle Central*)

Additionally, SVI has agreements with community-based organizations to provide on-site assistance with transportation, child care, tuition, utilities, housing, food and other issues.

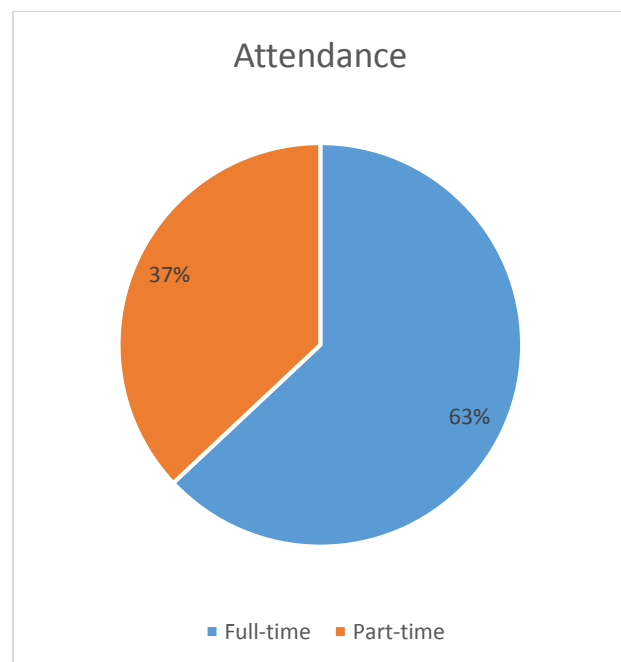
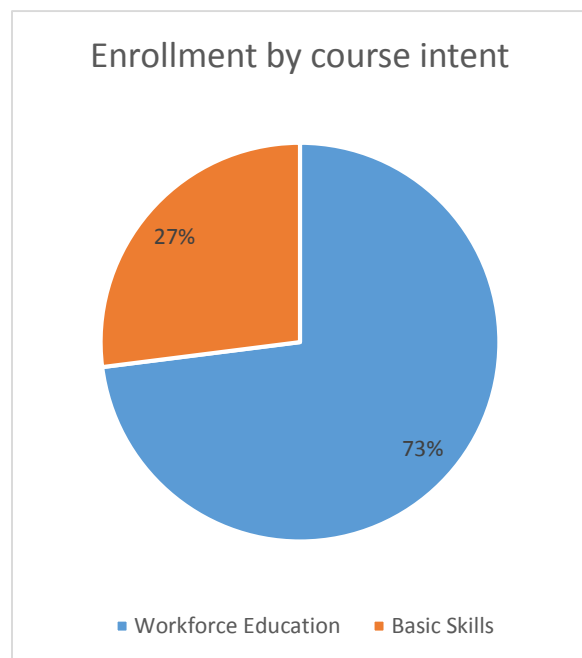
Agencies include:

- YMCA
- Goodwill
- Neighborhood House
- Asian Counseling and Referral Service
- TRAC and Associates
- PACE
- WorkSource

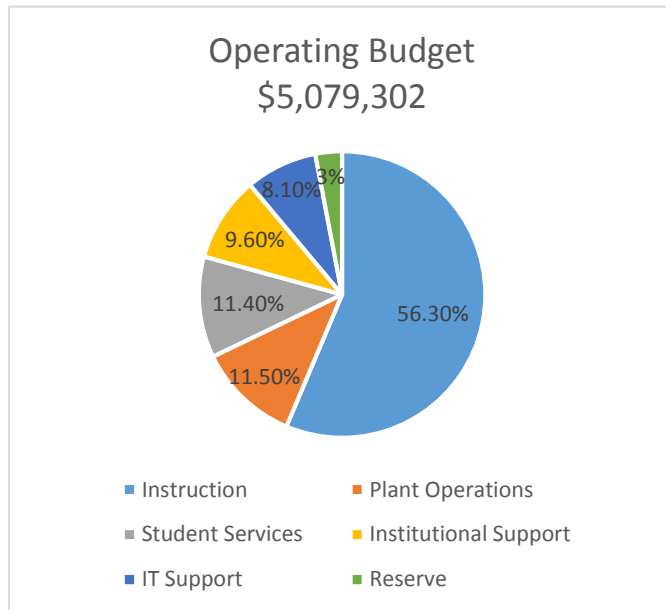
## Enrollment

### 2012-13 Enrollment (all sources)

- FTES: 564
- Headcount: 1,232



## Finances



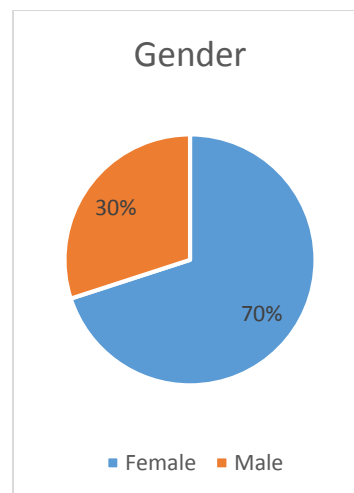
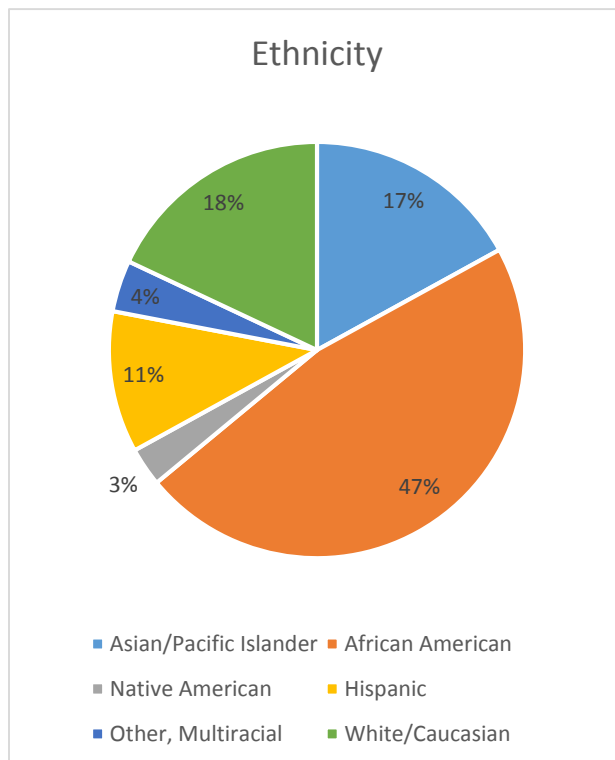
### Sources of Funds

SBCTC Allocation (state funding)	\$3,548,348
Tuition and Fees	\$930,232
Carried Forward	\$538,603
Offset Funding	\$62,119
<b>Total Budget</b>	<b>\$5,079,302</b>

### Faculty/Staff Salaries

Full-time faculty	\$444,127
Faculty stipends	\$144,299
Part-time faculty	\$1,200,879
Classified	\$659,583
Exempt	\$514,173
Hourly, Students, Others	\$92,500
Benefits	\$1,164,926
<b>Total</b>	<b>\$4,220,487</b>

## Students



**Median Age:** 27.1

### Family and Finances

Students who work: 21%

Student with children: 37%

Students receiving need-based financial aid: 51.3%

## Completions

From 2009-10 to 2012-13, **58 percent** of SVI's students have completed a program. This compares to a District-wide average completion rate of 27 percent.

Program	Total students	% Complete
Administrative Office Professional	219	51%
Pre-Apprenticeship Construction Training	267	56%
Computer-Based Accounting	94	62%
Computer Support Technician	22	18%
Cosmetology	223	36%
Dental Assistant	135	68%
Medical Administrative Specialist	130	62%
Medical Assistant	417	58%
Network Technician	28	61%
Phlebotomy	239	82%
<b>Total</b>	<b>1775</b>	<b>58%</b>

**Employment Rate (2011-12):** 68% (*within 9 months of professional-technical program completion*)

## Present status

SVI as an institution has tremendous potential that at present is not being realized. The recession of 2008 precipitated deep cuts to SVI's budget in subsequent years that impacted its ability to operate. This translated into a significant reduction in FTEs, the closure of certain programs and cutbacks in staffing, a situation from which it is still working to recover.

In 2013, Seattle Central's administration commissioned Myrtle Mitchell, Ph.D., a former administrator, to produce a detailed plan to revitalize SVI. She identified a variety of challenges that must be addressed in order to strengthen SVI and ultimately better serve current and prospective students.

### ➤ Challenges

- The practice of deferring essential building maintenance, repair and improvements
- Lack of consistency in carrying out administrative functions to support instruction, student services and the overall educational delivery system
- The absence of an active and intentional enrollment management system to address ongoing declines in student enrollment
- Failure to update existing programs as well as seek new programs areas in which to expand
- Weak and/or inactive Technical Advisory Committees
- An organizational structure characterized by compartmentalized grouping of positions and programs

### ➤ Strengths

- SVI fills a vital need in the community by serving a hugely diverse population, a majority of which is socially and economically disadvantaged. This diverse mix of students come from a variety of urban and suburban neighborhoods.

- SVI has several strong programs that will continue to attract, enroll, educate and graduate significant numbers of students in the years to come
- SVI has a strong commitment to teaching and learning excellence, as evidenced by the many student success stories and comments from employers about its graduates. This is most noticeable in programs that are linked closely with business, industry and labor, and that are responsive to workforce demands.
- SVI integrates developmental education and professional-technical education to more effectively prepare all students for employment.

Despite these challenges, SVI is well-positioned to build on its strengths and become a world-class post-secondary institution of higher learning.

## Strategic Plan

The attached Strategic Plan provides a framework for a revitalization of SVI. It focuses on several key areas:

1. Provide comprehensive student services that advance student success.
2. Integrate instruction, student services and administrative services through collaborative planning and decision-making.
3. Upgrade physical infrastructure to enable technology-rich learning environments and current applications of information technology.
4. Prepare students for in-demand employment opportunities that pay living wages.
5. Expand instructional offerings and programs to provide greater access to short-term, high-impact training opportunities.
6. Create pathways for students to continue their education at Seattle Central College.

## Coordination with Seattle Central programs

Certificate programs at SVI will be structured to “articulate” into two- and four-year degrees at Seattle Central, allowing students at SVI to return to school to build on their education at future points in their lives. The new Pacific Tower satellite campus will provide an ideal situation to put this concept into practice, where SVI’s Dental Assistant program will be co-located with Seattle Central’s Dental Hygiene program.

## Proposed Programs

<b>Medical Laboratory Technician:</b> <u>2014-2015</u> ; 25 students per cohort. This high-demand program is focused primarily on teaching laboratory testing skills.
<b>Patient Care Technician:</b> <u>2014-2015</u> ; 25 students per cohort. This program will train students to become EKG Technicians and is good preparation for Seattle Central’s Respiratory Care program.
<b>Production Technician:</b> <u>2015-2016</u> ; 25 students per cohort
<b>Marine Technician:</b> <u>2015-2016</u> ; 18 students per cohort. This program will tech cold storage maintenance and repair.
<b>Administrative Service Certificate focused on Health Services:</b> <u>2015-2016</u> ; 25 students per cohort
<b>Supervisory Management Certificate:</b> <u>2015-2016</u> ; 25 students per cohort. This program will teach accounting, administrative services and business analysis skills to support aspiring mid-level managers.
<b>Business Analysis Certificate:</b> <u>2015-2015</u> ; 25 students per cohort. This program offers opportunities to gain skills for utilizing data to support organizations with decision-making and planning.

<b>Revitalization of existing Computer Based Accounting Program</b> into national/regional accredited <b>Account Payable/Receivable Certificate</b> (program capacity will be 25 students) <b>Software Coding</b>
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#### **Proposed Student Support Services**

- Career Center/Employment Services
- Library Resource Center
- One-Stop Services: To provide some of these services and create efficiencies for the state, Seattle Vocational Institute will partner with offices of the Employment Security Department and the Department of Social and Human Services to consolidate services into SVI's location. This "one-stop shop" will allow area residents/clients to access "wraparound services," including employment, education and social services, much more conveniently. **Date TBD**

#### **Enrollment Projection: 2014-15**

Annual FTES Target: 657

SVI projects total enrollment of 435 students.

All Seattle Vocational Institute students enroll for 18 credits per quarter except ABE/ESL students.

- ABE/ESL students enroll for either six or 10 credits per quarter.
- Pre-Apprenticeship Construction Training (PACT) program is a two quarter program and has a new start every quarter, including summer.
- Cosmetology (COS) Medical Assistant (MA) and Dental Assistant (DA) are five quarter programs. PACT program has a new start every quarter including summer. MA has a new start every quarter including summer. DA and COS have two starts per year (Fall and Winter). The MAA (phlebotomy) has a new every quarter including summer. The GED/ABE/ESL program is offered based on the number of students enrolled and/or continuing to re-enroll.

#### Summer Quarter : 257 quarterly FTES (actual enrollments)

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Medical Assistant cohort 1 ( 25 new students)</li> <li>• Medical Assistant cohort 4 (continued from 2013-2014)</li> <li>• PACT cohort 1 (18 new students)</li> <li>• PACT cohort 2 (continued from Spring 2013-2014 cohort) 16 students</li> </ul> | <ul style="list-style-type: none"> <li>• Dental Assistant 2 (continued from Spring 2013-2014) 25 students</li> <li>• Computer Support Technician cohort 2 (continued from spring 2013-2014) 12 students</li> <li>• Cosmetology cohort 2 (continued from Spring 2013-2014 18 students)</li> <li>• GED 25 new students</li> </ul> |
|---|---|

#### Fall Quarter: 290 quarterly FTES (including mid-quarter start, counted in Winter Quarter)

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Medical Assistant cohort 1 continued (23 students)</li> <li>• Medical Assistant new cohort (25 students)</li> <li>• Medical Administrative Assistant new cohort (20 students)</li> <li>• Dental Assistant new cohort (29 students)</li> </ul> | <ul style="list-style-type: none"> <li>• GED new cohort (20 students)</li> <li>• PACT 1 continued (12 students matriculated from summer session)</li> <li>• PACT 2 (new cohort of 18 students)</li> <li>• Computer Support Technician cohort 2 continued 12 students matriculated from summer)</li> <li>• ABE/ESL 18 students</li> </ul> |
|--|--|

- Cos cohort 2 (continued enrollment from summer quarter 18 students)

- Cos cohort 1 (new student enrollment 18 students)

Winter Quarter: 350 quarterly FTES (Projected)

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Medical Assistant cohort 1 (continued 3<sup>rd</sup> quarter)</li> <li>• Medical Assistant cohort 2 continued (2<sup>nd</sup> quarter)</li> <li>• Medical Assistant new cohort</li> <li>• Dental Assistant cohort 1 (2<sup>nd</sup> quarter continued)</li> <li>• Dental Assistant new cohort</li> <li>• PACT 2 cohort (2<sup>nd</sup> quarter)</li> </ul> | <ul style="list-style-type: none"> <li>• PACT 3 new cohort</li> <li>• GED new cohort (20 students)</li> <li>• Medical Administrative Assistant (continued 2<sup>nd</sup> quarter)</li> <li>• Medical Laboratory Assistant</li> <li>• Patient Care Technician new cohort</li> <li>• COS cohort 2 (3<sup>rd</sup> quarter)</li> <li>• COS cohort 1 (2<sup>nd</sup> quarter)</li> <li>• ABE/ESL continued</li> </ul> |
|---|---|

SVI is seeking to start an EKG Technician Certificate program. If approved, this will be another mid-quarter start program of 18 students.

Spring Quarter: 410 FTES (Projected)

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Medical Assistant cohort 1 continued (4<sup>rd</sup> quarter)</li> <li>• Medical Assistant cohort 2 (continued 3<sup>rd</sup> quarter)</li> <li>• Medical Assistant new cohort</li> <li>• Dental Assistant cohort 1 (3<sup>rd</sup> quarter continued)</li> <li>• Dental Assistant (2<sup>nd</sup> quarter for students)</li> <li>• PACT 3 cohort (2<sup>nd</sup> quarter)</li> <li>• PACT 1 new cohort</li> </ul> | <ul style="list-style-type: none"> <li>• GED new cohort (20 students)</li> <li>• Medical Administrative Assistant (continued 3 quarter)</li> <li>• Medical Laboratory Assistant (2<sup>nd</sup> quarter for students)</li> <li>• Patient Care Technician new cohort (2<sup>nd</sup> quarter for students)</li> <li>• COS cohort 2 (4<sup>th</sup> quarter)</li> <li>• COS cohort 1 (3<sup>rd</sup> quarter)</li> <li>• ABE/ESL continued</li> </ul> |
|---|---|

**Total Projected Enrollments 2014-15: 435**

SVI is currently repositioning its program inventory, which includes strengthening existing program curricula through revisions that align with regionally and nationally recognized credentials. For example, the former Computer Based Accounting program is being reconfigured to meet the standards of Accounts Payable and Receivable national certifications. The former Phlebotomy program has been transitioned to a nationally recognized Medical Lab Assistant program. It will now be accredited by American Association of Medical Health Accreditation (AAMHA).

For 2014-15, the emphasis will be on stabilizing the instructional program mix, increasing male student enrollment through new program offerings, offering different modes of instruction and alternative schedules (evening, weekends and hybrid), and intensively marketing these programs to increase enrollment. All SVI programs will align with AAS and AAS-T degrees offered within the District through articulation agreements.

Seattle Central remains committed to supporting SVI during this repositioning phase, including back filing FTES.



## Recommended Actions and Costs, 2014-15 Academic Year

Recommended Action	Cost
Approve and adopt the 2014-17 Strategic Plan	N/A
Develop 3-year financial plan by end of fall quarter	N/A
Seek approval from Board of Trustees to change SVI's name to <i>Seattle Central Technical Institute</i>	<i>\$10,000 to change signage</i>
Offer two new training programs: <ul style="list-style-type: none"> <li>Medical Lab Assistant</li> <li>Patient Care Technician</li> </ul> Each program will require \$15-20k to develop, paid for by Carl Perkins funding, in addition to the amounts listed at right.	\$62,700 \$79,350
Implement a comprehensive staff reorganization plan to: <ol style="list-style-type: none"> <li>Achieve greater efficiencies and effectiveness in utilization of existing staff</li> <li>Align existing, new and/or modified job descriptions with employees' experience and skillsets</li> <li>Create, recruit and fill key positions to carry out the Strategic Plan, including: <ul style="list-style-type: none"> <li><b>Executive Dean</b> – a full-time, administrative exempt position to provide leadership and administrative oversight of the institution</li> <li>A new full-time exempt position responsible for <b>Business and Community Partnerships</b>, reporting to the Executive Dean</li> <li>A new, full-time <b>Instructional Designer</b>, reporting to the Dean of Instruction</li> <li>A new, full-time administrative exempt position, <b>Career Counselor</b></li> </ul> </li> </ol>	N/A  N/A  \$125,000/year \$75,000/year Paid for with existing budget Paid for with existing budget
Develop a prioritized infrastructure upgrade plan. Commence repair and upgrade the institution's infrastructure and facilities, consistent with this plan, to enable innovative, responsive and technology-rich educational delivery <ul style="list-style-type: none"> <li>Replace fire panel (mandated by fire department)</li> <li>Install security camera system</li> <li>Install electrical service in new server room (IT)</li> <li>Cooling power pumps</li> <li>Refurbish main entrance – install tiles</li> <li>Roof maintenance</li> </ul>	\$105,612.75 \$72,185.00 \$44,906.95 \$3,777.75 TBD TBD
Relocate Parent/Child Center <ul style="list-style-type: none"> <li>Due to a pressing need for instructional space on Seattle Central's main campus, the college will move the Parent/Child Center to SVI. This will allow Seattle Central to serve more students in the Central District and create synergies with community partnerships.</li> </ul>	Approx. \$70,000 Paid for by SCC
Diversify SVI's funding <ul style="list-style-type: none"> <li>Identify underutilized space that can be leased to third parties at a market rate <ul style="list-style-type: none"> <li>Currently in negotiations to lease 2,700 square feet of space.</li> </ul> </li> </ul>	Rate TBD

MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

FROM: Sarah E. Baker  
Student Administrative Council Chair  
North Seattle College

DATE: October 9, 2014

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT -Information Only

**Student Administrative Council (SAC)**

- The seven members of SAC and their three advisors participated in a one day ropes course in Monroe, Washington. The ropes course was low to the ground, as opposed to the high-ropes, to help facilitate better problem solving and team building as a whole. Different puzzles and problems provide a unique setting for Student Leaders and advisors to get to know each other's personality traits and quirks before working together as a unit during the school year. Thought provoking questions gave insight to how we can benefit our own office work place as well as the school as a whole.
- SAC and advisors attended the state-wide Student Leadership conference CUSP. Students participated in various cohort groups geared toward their individual interests (EX: executive, programming, multimedia, etc.), to help them learn with and from other student leaders from across the state. Highlights included excellent key-note speakers, group bonding, as well as being able to communicate with other students on the functionality of their own governments.

- Several SAC members and Student Leaders attended both Convocation and President's Day at North Seattle College. These two events gave students the chance to meet faculty and staff from across the district as well as on our own campus. Two SAC members, Sarah Baker (chair) and Amber Hackney (Fee Board), were given the opportunity to speak in front of staff and faculty. Both students shared how North Seattle College has affected their lives and received standing ovations. Other members of SAC and Student Leadership introduced themselves to staff and faculty. This event presented itself as a really good opportunity for SAC and Student Leadership to introduce themselves formally and put themselves forth as community members who are ready to step into their roles as leaders.
- **Student Cabinet (CAB)** has begun assigning and training students to serve on tenure committees. Slight changes are being made to the process in that once student reports for tenure committees have been received, they will be reviewed and posted to the Student Leadership webpage in order to give the student body a way to become more deeply involved in the workings of the school.
- **Research and Advocacy Board (RAB)** has actively been working on campus to assist with voter registration as it has been noted that many people need help accessing registration forms and/or completing the registration. While one of the goals is to register as many people as possible, the focus is also on getting the Student Leadership office more visible and accessible to students for important issues. RAB hopes to increase both participation and awareness in the Community and North Seattle College.
- **Arts Lectures and Activities (ALA)** with the help of the **Communications Board (CB)** have been combining their efforts to create and put forth a welcome BBQ for the students to be held the second week of classes. In an effort to include the night students, there has also been the implementation of an evening root beer social to be held the same day.

**MEMORANDUM****TO:** Board of Trustees**FROM:** Pak wing Leung (Executive of administration)**DATE:** October 9, 2014**SUBJECT:** ASC Board Report**Student leader orientation**

On September 8-12, Seattle Central College had held a Student leadership orientation for the new student leaders from ASC (Associated Student Council), SORC (Student Organizations Resource Council), CAB (College Activities Board), TAG (Tournaments and Games Team), GET (Global Engagement Team), SWAP (Student Website and Publications Team) and CORT (College Outreach and Recruitment Team). Advisors from different boards taught all students leaders new skills through workshops, trainings and group activities.

**ASC(Associated Student Council)Executive election**

On September 11, the Associated Student Council elected the member to serve in each executive position. The results were as follows:

Pak wing Leung	Executive of Administration
Jun Deng	Executive of Student Services
David Cai	Executive of Finance
Stacy Zhou	Executive of Issues and Concern
Akbota Assan	Executive of Legislation
Kankanit Wiriyasajja	Executive of Communication

The ASC meeting held at every Thursdays at 2-4 pm.

**Halloween Event for the Seattle Central College**

The College Activities Board is organizing a few events for Halloween. On Oct 30th, there will be a Haunted House from 1pm-5pm at BE1110. There will also be a Halloween Dance later than evening from 6pm-9pm at BE1110. There will be pizza and refreshments for students at the dance

MEMORANDUM

TO: Board of Trustees  
Seattle Colleges

FROM: Shane Brookman  
President, United Student Association  
South Seattle College

DATE: October 9, 2014

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

**2014-15 United Student Association Elected Team**

President: Shane Brookman, Materials Science + Engineering  
Vice President: Ebsa Chefo, Pre-Medicine  
Communications Officer: Vacant  
Treasurer: Sopor Tan, Pre-Medicine  
Issues & Concerns Officer: Charles Hill, Automotive Collision Repair  
Community Service Officer: Thao Tran, Health Science  
Public Relations Officer: Amber Jiang, Business Administration  
Social Activities Officer: Troy Qiu: Aviation Maintenance Technology

**United Student Association Goals Setting and Trainings**

From August 25 through Sept 16, the USA has participated in a variety of trainings to prepare for our roles and responsibilities as student leaders on campus. We have also set our goals for the upcoming educational year, which will be included in the next report.

**LEAD Conference - Wenatchee, WA**

Our team participated in the annual state-wide leadership conference held in Wenatchee September 3, 4 and 5. We made connections with over 600 community colleges students. This will facilitate our role as leaders at South Seattle College. Team members also learned valuable techniques and strategies from this conference that we plan to apply.

### **United Student Association Vacant Position**

The Communications Officer position is vacant as a result of no applicants from last spring's election. We have begun to advertise to the student body and will select a new member by late October.

### **Metro Orca Card Student Subsidy**

Last spring, USA helped lead an initiative to receive \$74,000 in service and activity fees to provide a subsidy for student Metro cards. We look forward to seeing the sale results and student feedback from fall quarter. Thank you to Dawn Vinberg, Executive Director at the District Office, for her efforts in working with the USA, our advisor Monica Lundberg, and our Business Office. We also look forward to joining the district-wide TMP committee.

### **Upcoming Events**

The USA Officers have been hard at work planning the following events for fall quarter:

1. October 1, 2014 – Ice Cream Social and Voter Registration
2. October 6, 2014 – Blood Drive
3. October 7, 2014 – Metro Outreach
4. October 13, 2014 – Volunteering at the West Seattle Food Bank
5. November 20, 2014 – Talent Show



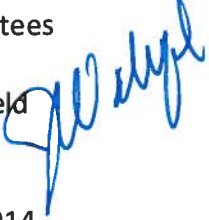
Central • North • South • SVI

## OFFICE OF THE CHANCELLOR

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1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

### MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill A. Wakefield  
Chancellor 

**DATE:** October 9, 2014

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

#### Convocation

Convocation 2014 was a great success. Keynote speaker Michael Eisenberg captivated the audience with his presentation on transforming data and information into knowledge and action. He used examples from lesson plans submitted from across the district and gave concrete steps we could all take to help students succeed. One tweeter commented, "#seacon14 Thx, Mike Eisenberg! I am changing my students' assignments ASAP based on your ideas!"

The breakout sessions and tours had good crowds, indicating strong topics and interest by non-North folks to learn about the unique aspects of the campus. The lunch discussions, which we offered after several years' hiatus, yielded strategic answers to "What can we do better by working together?" Once we compile the responses, we will distribute a report so everyone benefits from the collective wisdom.

#### Chancellor's Advisory Council

The next Chancellor's Advisory Council meeting is October 29, 2014 at Siegal Center, Boardroom, 7:30 – 9am. The Council is a forum where community and business leaders share opinions and provide us insight and advice on serving our community.

#### Diaspora Forum

On Tuesday, October 14 we are co-hosting a forum with the U.S. Department of State. It is one of similar events happening across the world as part of Global Diaspora Week. Our special guest is Andrew O'Brien, Special Representative for Global Partnerships for the U.S. Department of State. In addition to his remarks, O'Brien will moderate a panel that highlights some of the work being done internationally by local diaspora. Panelists include:



- **East Africa:** Yadesa Bojia, Seattle Central College alumnus. Bojia raises money to train teachers and to build schools and libraries in Ethiopia.
- **Latin America:** Roberto Carcelén, former Olympian. The Roberto Carcelén Foundation will provide opportunities to children ages 6 to 15 through computer science and sports.
- **East Africa:** Rob Smith, owner of EarthWise Ventures. EarthWise builds ferries to support infrastructure in Africa so commerce can take place.
- **Asia:** Alex-Hung H. Tran, president of Western United Fish. The company developed the tuna business in Vietnam, to the point that Vietnam is now one of the top exporters of tuna to the U.S.
- **Middle East:** Rita Zawaideh, founder of the Salaam Cultural Museum. Zawaideh leads humanitarian missions to Jordan and Syria to meet the basic needs of refugees now numbering in the hundreds of thousands.

### **Advancement**

With the close of summer and start of the academic year, Advancement continues campaign preparation. Volunteer and staff leadership are working on briefings with community leaders and trying to align potential supporters with college and district interests.

With South's 13<sup>th</sup> Year campaign underway, and Pacific Tower capital needs becoming clearer, these projects have been identified as Phase I of the District's larger comprehensive campaign. A proposal is expected shortly from the Collins Group for feasibility services and other guidance entering a leadership phase of campaign work this month.

### **SCCtv**

SCCtv is in the final stages of launching a New Student Orientation sign-up website for Central; a similar one has already launched for South. The website streamlines the student tracking process for those attending orientation online or in-person.

They are also revamping Seattle Community Media website. Among other things, the new website will allow Public Access TV producers to upload their shows, schedule shows for broadcast, reserve equipment more efficiently. The site should go live winter 2014.

### **Legislative Summary**

The SBCTC have released the 2015-2017 Operating Budget and Capital Budget Request. Our participation in advocating for either of these budgets will be determined by SBCTC. During the summer months, Presidents met with city councilmembers and state legislators on issues specifically related to their colleges.

We are also:

- Monitoring the funding process for the pedestrian/bicycle overpass at North Seattle College
- Ensuring the city continues to move forward with funding for SCCtv
- Working with the Pacific Tower and Seattle Central's Health Education Center.

On the Federal level, we will be watching two items when Congress returns:

- The possibility of the PELL Grant program moving to year around
- Access and a reduction in sanctions against institutions who have high default rates on student loans.



SEATTLE  
COLLEGES

## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** October 9, 2014

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

Seattle  
CENTRAL  
College

NORTH  
Seattle  
College

SOUTH  
Seattle  
College

SVI Seattle  
Vocational  
Institute

Georgetown  
Campus

NewHolly  
Learning  
Center

Seattle  
Maritime  
Academy

Wood  
Technology  
Center

### Online Math Placement Review

To help students prepare for the COMPASS placement test, and ensure they are accurately placed in the most appropriate math course, the Seattle Colleges have collaborated with math faculty and the campus testing centers to develop an online math placement review course (Math Online Placement Review). The course allows students to review and test their knowledge of basic pre-algebra and algebraic topics to improve test performance. The online course is easily accessible by laptop, phone or tablet, and is available for students to review content at their convenience. The course is free for all eligible students and is currently being piloted at South and will begin at North and Central later this month.

### Pathway to Completion Presentations

Pathway to Completion is going on the road to share the successful *Start to Finish* model that is moving students further and faster. Several presentations are scheduled for the coming months, including: Best Practices Sharing with Green River Community College and SBCTC Best Practices Exchange in October, a presentation to the League for Innovation in March and to the American Association of Community Colleges in April.

### District-wide Sustainability Updates

The Seattle Colleges submitted their annual greenhouse gas report to the Department of Ecology in early September. During calendar year 2013, the District reduced greenhouse gas emissions 3% compared to 2012. This reduction is the result of coordinated efforts among facilities and sustainability staff across the District, and puts the Seattle Colleges on pace to surpass our 2020 goal of reducing emissions 20% compared to 2005. The colleges were also featured recently in the Association for Advancement of Sustainability in Higher Education Annual Review publication, highlighting our sustainability assessment rankings and best practices.

### College Sustainability Updates

North Seattle College was recently awarded the annual "Higher Education Champion of Sustainability Award" from McKinstry. Central has formed a sustainability council composed of faculty, staff, and students to drive sustainability actions forward. And South received LEED Silver certification for the Colin Expansion at the Georgetown Campus; LEED certifications recognize innovative and sustainable building design and operations.

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# North Seattle College

Excelling in Teaching and Learning ▪ Advancing Student Success ▪ Building Community

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Office of the President

**TO:** Board of Trustees  
**FROM:** Warren Brown, President  
**DATE:** September 25, 2014  
**SUBJECT:** President's Report – Information Only

## **ADVANCING STUDENT SUCCESS**

### ***Enrollment Count and Update on Enrollment Outreach Efforts***

North Seattle College's enrollment numbers for the Fall Quarter as of September 25, 2014 are trending similarly to last year's count. The college's FTE count to date is 1,154 students and the headcount is at 8,380 students (this total includes international and continuing education students). The college is closely monitoring these numbers, as well as evaluating the effectiveness of a highly targeted, strategic and deliberate enrollment outreach campaign that began in April 2014. Led by North Seattle College's Dean of Enrollment Kathy Rhodes and Director of Enrollment Support and Outreach Susan Shanahan, the outreach campaign included 400-700 phone and 350-1,000 weekly e-mail communications that targeted individual students based on their needs and where they were in the application and enrollment process. In addition, staff followed up with coordinated wrap-around services, customized tours, and—for the first time beginning this month—started to provide evening advising services as well as evening, walk-in testing opportunities for ESL students. Additionally, North Seattle College is in the process of piloting an informational night that connects prospective and current students with college resources and services. The first informational night is scheduled for October.

### ***Positive Gains Achieved in Student Engagement Survey***

In February 2014, North Seattle College administered the Community College Survey of Student Engagement (CCSSE), a nationally-normed survey taken by some 300,000 two-year college students each year. CCSSE released the results of this year's survey in mid-summer. Those results showed that since it last administered the survey in 2011, the college had made noticeable gains in four of five broad areas that CCSSE terms "benchmarks"—"institutional practices and student behaviors that . . . are positively related to student learning and persistence." Specifically, the college showed improved performance on these CCSSE benchmarks: *Active and Collaborative Learning*, *Academic Challenge*, *Student-Faculty Interaction*, and *Support for Learners*. On a fifth benchmark, *Student Effort*, performance declined between 2011 and 2014. As the school year gets under way, the college will further examine the CCSSE results—both positive and negative—in order to better understand how to support all students in achieving their educational goals.

### ***Outreach to K-12***

Continuing on a major presidential goal, Dr. Warren Brown has corresponded with all K-12 schools in North's service area. Visits have been conducted or scheduled at Roosevelt High School, Ballard High School, Ingraham High School, Bishop Blanchet High School, and Nathan Hale High School. Additionally, fall quarter North Seattle is piloting a Running Start in the high school program with Ingram High School; that program has shown itself to be successful with a fully enrolled class.

### ***Student Leadership Welcome BBQ and Ice Cream Social***

North Seattle College students, faculty and staff are joining together for a welcome BBQ and ice cream float social to welcome new students to the campus on September 30. Members of Student Leadership are hosting the events, which, in addition to free food, will connect new and returning students with college resources, services and information about clubs and programs. Campus departments and program representatives have been encouraged to have a strong presence at the events.

### ***Food Employment and Training Program Provides Student Aid***

The Basic Food Employment and Training program at North Seattle College provides job training for food assistance recipients and continues to grow quickly. Last fiscal year, the program began the year with \$328,000 in funds which grew to more than \$700,000 by the end of the year—making it one of the largest programs in Washington. North is proud to report that of the more than \$701,000 received in grant money, \$626,785 went directly to student aid. Serving roughly 275 students per quarter, the BFET program provides essential support for food assistance recipients choosing to attend college, with the end-goal of livable wage employment. North Seattle College's Workforce Education department provides BFET students with support to select a training program, develop an education plan, and achieve their education and career goals. Providing funding for tuition, textbooks, and transportation, the BFET program's growth continues to enroll students and support the mission of the Seattle College District.

## **EXCELLING IN TEACHING AND LEARNING**

### ***NSC Recognized as a 2014 Higher Education Champion of Sustainability***

North Seattle College was among only three colleges in the Pacific Northwest to be recognized this month as a 2014 Higher Education Champion of Sustainability award winner. The recognition, awarded through a partnership among McKinstry, the Seattle Seahawks and Seattle Sounders FC, honors organizations who have committed to doing their part to reduce the global impact of their facilities by innovating, driving out waste, influencing positive changes in behavior, acting as community stewards and generally supporting the life of their facilities. Fellow award recipients were Edmonds Community College and Bellevue College. The Champions of Sustainability recognition program is a part of the Defend Your Turf campaign initiated by the Seahawks and Sounders FC in 2012. As part of the award, two members of North's facilities team have been invited to attend the November 23 Seahawks game, during which time the colleges will be recognized on reader boards, in game day programs, throughout the radio broadcast of the game and will be given one pre-game field pass per college for photo opportunities with the Champions of Sustainability trophy.

### ***Sustainability Events Highlight Year of Learning Themed "Communities"***

North Seattle College's Sustainability Office will host three days of events in mid-October focused on green jobs, learning and volunteer opportunities for students. A Green Jobs Fair, scheduled for October 7, will introduce students to opportunities in the green jobs market and connect them with environmentally conscious employers and organizations. A Club Fair and Volunteer Opportunities Fair are also scheduled. Nonprofits from around the city will come together to present projects in which students can become involved. The Volunteer Opportunities Fair is geared toward student enrichment and empowerment through real-world volunteer experience. All events are scheduled from 11 a.m. to 2 p.m. in the atrium of the Health Sciences and Student Resources Building.

### ***Art Faculty Member Promoted to Gallery Coordinator***

Earlier this month, Amanda Knowles, a North faculty member and practicing artist whose work has been exhibited nationally, was named as North's new Art Gallery Coordinator. Knowles taught Visual Art part-time at North Seattle College for seven years as well as acted as the faculty advisor to the Art Group. Her fourth solo show at Davidson Galleries in Seattle is scheduled for February 2015. Knowles brings art administration experience to the position. She has worked for an art consultant in Seattle and hung

shows for numerous venues. The mission of the Art Gallery is to foster the appreciation and experience of the visual arts on the North Seattle College campus while engaging the college community in learning opportunities and supporting cultural and artistic diversity.

### ***North Welcomes New Interim Director of Public Relations and Marketing***

Following a competitive hiring process, North Seattle College welcomed Melissa Mixon as the Interim director of Marketing and Public Relations. Mixon brings to the position more than eight years of professional experience in communications, marketing and journalism--most recently in communications roles in K through 12 and at the University of Texas at Austin. Mixon previously worked as communications supervisor for the Austin Independent School District, one of the largest urban districts in the nation, and as the media relations manager for the University of Texas at Austin's Cockrell School of Engineering. She joined North on September 15.

## **BUILDING COMMUNITY**

### ***North Hosts District-wide Convocation on Campus***

North Seattle College was proud to welcome hundreds of colleagues to the campus for Seattle Colleges annual Convocation on September 17. The morning provided an engaging and inspiring start to the academic year and included a presentation from Seattle Colleges Chancellor Dr. Jill Wakefield and keynote speaker Michael Eisenberg, the founding dean of the Information School at the University of Washington. During the event, two North faculty members were recognized with the Board of Trustees' Lifelong Learning Awards. Eileen Murphy, a part-time faculty member in the Mathematics Department, and Betsy Campbell, a full-time instructor in the Information Technology Department, were recognized for their continued commitment to lifelong learning.

### ***President's Day***

North Seattle College President Warren Brown celebrated his first President's Day on September 18, with a free all-staff breakfast, presentations, and workgroups designed to engage faculty and staff before the start of the quarter. As part of President's Day, a Q&A series with President Brown was launched on the North Seattle College homepage. The article is the first of several that will be highlighted as a way to connect the campus with President Brown and his vision.

### ***Celebrating Retired Staff and Faculty***

More than 30 retired faculty and staff members joined President Brown for North Seattle College's first Retiree Acknowledgement Lunch on September 10. President Brown created the event in an effort to "reintroduce" former staff and faculty to the college and to help them reconnect with former colleagues. A free lunch and tour of the campus were provided, and the president has received positive feedback about the event. Among those who attended were a few retirees who started their employment at the former Edison Technical School (which predated Seattle Colleges).

### ***School-Family Partnerships***

North Seattle College has once again partnered with Seattle Public Schools to invite families to the Family Connectors University. The university is a series of evening courses designed to help families gain knowledge and skills in advocating for their children, developing strategies toward increasing student academic success, and improving family and community engagement in schools. The program, offered on the North Seattle College campus, is free for families who qualify for the Free and Reduced Lunch Program, and participants can earn 2 college credits upon completion. Additionally, the college offers free tutoring for children ages 4 and up, and free parking at select sites. The first class for Family Connectors University was September 22.

## MEMORANDUM

TO: Board of Trustees

FROM: Paul T. Killpatrick, Ph.D.  
President

DATE: October 9, 2014

SUBJECT: President's Report, Seattle Central & SVI

### **Central**

#### **Seattle Central employees, students attend mayor's community walk**

The college's administration is concerned about a recent increase in crime on Capitol Hill. To raise awareness, President Killpatrick and a group of students, faculty and staff participated in a "Find It, Fix It" community walk organized by Seattle Mayor Ed Murray. The walk started in Cal Anderson Park (a hotspot for crime located adjacent to campus) and provided community members, police and city officials the opportunity to identify physical disorder and solve it. Issues like lighting and homelessness that are apparent in areas surrounding the college were highlighted. The college will work with the city and police on solutions that contribute to a safer campus environment for the college's constituents.

#### **Pacific Tower project makes steady progress**

After collaborating extensively with the Allied Health dean and faculty, the architects completed the final design of the space that will become the Seattle Central Health Education Center. The college will occupy half of the second floor, and all of floors three through six; the space will feature classrooms, a computer lab, library, and training labs for dental hygiene, nursing, surgical technology and respiratory care. Bids from contractors were solicited in early October, with the goal to start construction in November and begin offering classes in Fall 2015.

#### **Seattle Central partners with non-profit to provide college courses to inmates**

Seattle Central College has signed a Memorandum of Understanding with an organization called University Beyond Bars (UBB) to bring college-level courses to inmates at Monroe Correctional Complex. With this agreement, UBB will pay for inmates to take Seattle Central's correspondence and seminar courses.

UBB is a non-profit that organizes volunteer instructors to teach college courses to incarcerated people. The volunteers are associated with various colleges, but the courses are not offered by any particular college, meaning inmates cannot earn college credit. Seattle Central's programs provide inmates the ability to earn college credit and even earn associate degrees from prison.

Research has proven that programs that provide education to inmates reduces the risk they will reoffend when released. This particular program will help inmates build relationships with Seattle Central faculty and staff, so when they complete their sentences, they have a familiar place to go to continue their education. Approximately 80 to 100 inmates will be served in the classes at Monroe this year, and Seattle Central hopes to offer this program at other prisons in the state.

#### **New Interim Dean of Student Development**

Maggie Sutthoff has been chosen as the Interim Dean of Student Development. She formerly worked at Seattle Central as the Director of Women's Programs before moving to Renton Technical College as the Director of Workforce Development. Maggie will fill the void left by Lexie Evans' retirement.

### **Early Childhood Education program receives grant to assist childcare professionals**

In June, Seattle Central's Early Childhood Education program was awarded \$41,500 in Early Achiever's Opportunity Grant (EAOG) funding from the State of Washington's Department of Education to pay tuition for five full-time (or six to 10 part-time) students. The aim of this grant is to provide high-quality professional development for child care and early learning providers.

Seattle Central will work closely with North Seattle College, who has been receiving EAOG funding, to identify eligible students who can benefit from the grant. The program hopes to be eligible for additional funding next year to support more Early Childhood Education students at Central.

### **Central to participate in Consortium to Promote Reflection in Engineering Education (CPREE)**

Seattle Central's Engineering Department will take part in a consortium with 11 other colleges and universities in the region to develop and promote teaching practices that help undergraduate engineering students succeed. The goal is to enhance students' ability to learn so that a greater percentage complete their degrees, which will ultimately foster a larger, more diverse and better prepared engineering workforce.

The consortium will focus first on mapping best practices on individual campuses during the first year. It will then share information and develop a plan to expand reflection activities in the second year. Seattle Central will receive \$200,000 of a \$4.4 million grant provided by the Leona M. and Harry B. Helmsley Charitable Trust to conduct an investigation of tools and best practices currently in place. Science and Math faculty member Doug Faust will serve as a principal investigator.

### **President Killpatrick addresses Fred Hutchinson Diversity Council**

President Paul Killpatrick addressed the Fred Hutchinson Diversity Council last month to provide an overview of how Seattle Central's Science and Mathematics Division (SAM) is encouraging underrepresented minority and first generation college students to pursue Science, Technology, Education and Mathematics (STEM) fields. In his address, President Killpatrick highlighted Ready! Set! Transfer! (RST), ONSIGHT Collaborative and Math, Engineering and Science Achievement (MESA) Community College Program, which are all helping underrepresented minorities and women obtain scholarships and achieve success in their STEM studies.

### **Culinary academy featured in Sunset Magazine**

Sunset Magazine, a lifestyle magazine distributed across the western United States, featured Seattle Central's Culinary Academy in its September issue. The magazine noted that SCA is the oldest culinary school west of the Mississippi and praised its successful graduates, some of whom work for top Seattle chefs. It named the academy's One World restaurant as having the "best lunch deal" in the West.

### **Apparel Design and Development updates:**

- **Apparel Design student featured in Seattle Times**

Last month, the Seattle Times challenged readers to construct something unique from their newspapers. Basak Yurotuglu, a second-year Apparel Design and Development (AD&D) student, applied her skills to design a newspaper cocktail dress that was featured in the Arts section of the Times. Basak's newspaper dress will be on display in BE1149 through Oct. 17.

- **Recent Apparel Design alum named Seattle Magazine's "Editor's Pick"**

David Fleurish, an AD&D 2014 graduate, was featured as Seattle Magazine's 2014 "Student Designer Editor's Pick" as part of its annual Seamless in Seattle Contest. This is the second year in a row that an AD&D graduate has received this recognition. David also received the Mollie V. Pepper Apparel Design Endowed Scholarship during the 2013-2014 academic year.

### **Dissolution of the Broadway High School Alumni Association**

The Broadway High School Alumni Association, which had been active for decades since the school's closure in 1946, held its last meeting ever in early September. After decades of an active and productive membership, the association collectively decided to dissolve due to its aging and declining membership base. Over the years the association has supported Seattle Central and its students, most notably through several endowed scholarships. The association's final action was to invest \$10,000 of its remaining funds to create a website for its vast archives, currently stored in the Broadway Performance Hall. Broadway High School was Seattle's first high school was located on the site of Seattle Central's campus.

### **Seattle Central celebrates President's Day**

Seattle Central held its annual President's Day in September, giving faculty and staff an opportunity to come together before the start of a new academic year. The theme of this year's event was "Diversity in Action," with a packed program featuring:

- A fun dance sequence by 15 employees inspired by the hit movie "Footloose"
- Videos about scholarship recipients
- Current students shared their experiences attending Seattle Central and what brought them here
- Anthropology instructor Pete Knutson received the Outstanding Accommodation Award, presented by Disability Support Services
- Faculty of Excellence Awards were presented to Sharon Spence-Wilcox, for her dedication and innovation in library services, and Steve Woods, for his work with the Pre-Apprenticeship Construction Training Program at SVI
- A presentation by ASL/Deaf Studies faculty member Katie Roberts and History instructor Jaime Cardenas called, "The Myth of Normal Bodies," covering a history of society's treatment of people with disabilities. A new course on that topic will be offered this academic year.

### **Librarian Susan Tokheim receives Lifelong Learning Award at Convocation**

Seattle Central's Susan Tokheim was awarded the Trustee's Lifelong Learning Award at Convocation last month for her continuing dedication to managing and improving Seattle Central's library. Her leadership skills have proved invaluable as she leads, coaches, trains, mentors and supports five staff members and eight constantly changing work-study students. She also coordinates library operations including acquisitions, loans, circulation, policies and procedures. According to her colleagues, Tokheim's special talent is in reading people. She has amazing judgment and instinct about just how to bring out the best in people and handle touchy situations. In addition to her people skills, Tokheim attends workshops and brings back useful procedures to the library. She also does volunteer work and helps to provide medical equipment, feeding programs and school library materials to poor communities in the Philippines.

### **SVI**

#### **Bright Future**

According to data provided by the State Board of Community and Technical Colleges, from 2002 through 2012, Bright Future graduates have continued their education at local colleges after completing their program at SVI and the majority of Bright Future program graduates have chosen to continue their education at one of the Seattle Colleges.

Seattle Central received the largest group of Bright Future graduates with 68% of those students (78 total). It is impressive to note that many of these students had marginal to average grade point averages and most did not plan to attend college. Through their experience at SVI they were able to complete high school and earn a certificate that provided them with a job that afforded them an opportunity to work their way through college.

We are excited about the legacy of success that this program has created and the number of students who follow in the pathway of a sibling. Since 1999, 17 sets of siblings have observed the success of their brother or sister and then enrolled at SVI through the Bright Future program.



MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: October 9, 2014

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**President's Day 2014: A Perfect Way to Start the Academic Year**

South celebrated President's Day 2014 on September 18, and the event set a positive and energetic tone for faculty and staff on the eve of our 2014-2015 academic year. Highlights included a masterful emcee job by John Bowers, Dean of Basic and Transitional Studies, informative and inspiring presentations from Dr. Rob Johnstone, and an opportunity to welcome new employees. Additionally, Emeritus status from the Board of Trustees was awarded to Brian Hughes (Automotive) and Rosalie "Kit" Bean (Academics), and Chancellor Wakefield and I addressed the South team to highlight past accomplishments and future goals as we embark on another year guided by our Core Themes. Immediately following the program, a barbeque was held at the Clock Tower Plaza.

**Boeing Donates Aircraft Engine to South's AMT Program**

Just in time for Fall Quarter, The Boeing Company donated a Pratt & Whitney 4074D high-bypass turbofan aircraft engine to South's Aviation Maintenance Technology program. Valued at around \$500,000 (and \$22,000 as scrap metal alone), the engine was damaged in transit to Boeing. Unable to use the engine due to the damage, Boeing contacted South and arrangements were made to get the engine here, where students will learn its intricacies as part of their AMT education.

**American Welding Society President Visits Harbor Island Training Center**

Dean Wilson, national president of the American Welding Society, visited Vigor Industrial and the Harbor Island Training Center on September 4 to gain a first-hand understanding of how South and Vigor are working together to train the next generation of shipbuilders. Frank Foti, CEO of Vigor, Dean of Workforce Education Wendy Price and I joined Wilson during his tour, and he came away impressed with our program.

**Ribbon-cutting Marks New Advising Center Opening**

The Friday before Fall Quarter began we celebrated the official opening of our new Advising

Center at South with a ribbon-cutting, a round of cheers and light refreshments. As mentioned in the September report, our advising team has moved into their own dedicated area (they were previously combined with other student services), providing students with a single, simplified location for their advising needs.

### **Onsight Scholarship Recipients Honored**

Vice President of Instruction Donna Miller-Parker and I had the honor of presenting 18 well-deserving South students their award of a 2014-15 Onsight Scholarship on October 2. National Science Foundation-funded Onsight Scholarships are awarded to talented, low-income scholars in Seattle College's Ready! Set! Transfer! Program on path to STEM careers.

### **Commercial Filmed to Inspire Enrollment**

The South Seattle College campus is always full of energy as Fall Quarter begins, and our Public Information Office worked with Blue Plate Digital, a West Seattle-based production company, to capture that excitement for a commercial filmed on October 1. By capturing South's more photogenic and exciting programs, students working together with faculty in modern classrooms, and using a camera-equipped drone to film South from the sky, the 15 and 30-second spots will be a useful recruitment tool for many years to come.

### **Celebrating Latin American Independence**

September 12-14 marked "Fiestas Patrias 2014" in Seattle, and I joined other special guests in South Park on September 12 to kick off the event, which celebrates the independence of Mexico and other Latin American countries. It was a good opportunity to illustrate South Seattle College's commitment to supporting the community of South Park and Seattle's vibrant Latin American culture.

### **Incoming 13th Year Scholars Graduate from Bridge Program**

Every year, South's incoming class of 13<sup>th</sup> Year Promise Scholars grows in size as the 13<sup>th</sup> Year Promise Scholarship program increases its reach in offering a year of free tuition to graduating seniors from Chief Sealth, Cleveland and Rainier Beach high schools. Before fall classes began, over 100 incoming scholars took part in the 13<sup>th</sup> Year Bridge Program from September 9-11, where they attended a wide variety of workshops to help ensure their transition from high school to higher education is successful. We celebrated their graduation from the Bridge program on September 11, and the ceremony was covered by KOMO News/Newsradio, the West Seattle Blog and West Seattle Herald.

### **South Seattle College Foundation Receives Special Gifts**

The entire South Seattle College Foundation Board of Directors have pledged more than \$1 million to the 13th Year Promise Scholarship campaign. To help the Foundation reach that goal, Nucor Steel pledged \$100,000, the Loeb Family Charitable Foundations pledged \$25,000 and \$100,000 has been received from an anonymous donor. In addition, Les Dames D'Escoffier has given \$50,000 to support endowments for women enrolled in culinary arts and wine studies at South.

### **South's Scholarship Applications Go Online**

For the first time this fall, students are able to apply for scholarships through the South Seattle College Foundation using an online system. Up to this point all applications were done on paper and required a visit to the Foundation office. While the Foundation team is always available to help students through the application process, moving the system online allows students to create a personal profile and keep a close eye on available scholarships as they move through their academic career. The system also improves scholarship tracking and reporting capabilities for the Foundation.

### **2013-2014 "Report to Our Community" Distributed**

South Seattle College's Advancement Team produced this year's "Report to Our Community," which was distributed to communities in West Seattle and south King County in early September as an insert into the Westside Weekly newspaper. It was also made available across campus. The report serves multiple purposes, including a "snapshot" of academics and demographics at the college, a review of significant news at South over the past year, a celebration of scholarship recipients and faculty honors, and a prominent "thank you" to everyone who donated to the South Seattle College Foundation in calendar year 2013.

### **SkillUp Washington Publishes Case Study on Industrial Manufacturing Academy**

SkillUp Washington, a workforce funders collaborative supporting employers and working families in the Seattle-King County area, performed a case study on the Industrial Manufacturing Academy (IMA) at South's Georgetown campus, and the positive results were published in September. In the study summary, SkillUp Washington called the IMA "a testament to the combined efforts of the Seattle College District and the City of Seattle's Office of Economic Development ... (who have) worked diligently, in partnership with many others, to ensure that the King County region has access to a skilled manufacturing labor force. The economic health of this region depends on it."