



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

June 11, 2015

### RECEPTION

Seattle Central College  
1701 Broadway  
Seattle, WA 98122

2:00 p.m.

Broadway Performance Hall  
2<sup>nd</sup> Floor Lobby

### REGULAR SESSION

Seattle Central College  
1701 Broadway  
Seattle, WA 98122

3:00 p.m.

Broadway Performance Hall  
Boardroom

## STUDY SESSION AGENDA

2:00 p.m.      **2015 SCCD League for Innovation Art and Literary Award Winners**

2:45 p.m.      **CALL EXECUTIVE SESSION**  
A.    To Discuss the Performance of Public Employees

**RECEPTION AGENDA**

2:00 pm 2015 SCCD League for Innovation Art and Literary Award Winners

<b>ART</b>	<b>Type</b>	<b>Title</b>	<b>College</b>
<b><u>1st Place</u></b>			
Enkhgerel Byambadorj	Digital photography	<i>I Am Here</i>	NSC
Christiana Truitt Elieson	Jewelry	<i>Magnolia Blossom Ring</i>	NSC
Nahom Girmay	Acrylic on Cardboard	<i>Lord Have Mercy</i>	SCC
Sharon K. Hanley	Reduction Lino Print	<i>Pears</i>	NSC
Jordan Pasek	Ceramic	<i>Self-Portrait</i>	SSC

<b><u>Honorable Mention</u></b>			
Nuden Bunchomphu	Ceramic	<i>Thai Traditional Dancer</i>	SSC
Darcy Christenson	Oil on Canvas	<i>Pulsate</i>	SCC
Mariah Covell	Adobe Illustrator	<i>The Walk Home</i>	SSC
Huy Nguyen	Watercolor	<i>The Two Dancers</i>	SSC
Li-Yun Wei	Watercolor	<i>Reverse World</i>	SSC

**LITERARY**

<b><u>1st Place</u></b>			
William Abbott	One-act Play	<i>What's it gonna be, Gabriel?</i>	SCC
Katherine Constant	Fiction	<i>Ambrosia</i>	NSC
Katherine Constant	Poetry	<i>It was not Erotica</i>	NSC
Whitney J. Tuxbury	Essay	<i>Apples Halves</i>	SCC

<b><u>Honorable Mention</u></b>			
Erin Armbruster	Fiction	<i>Dirty Fingernails</i>	SCC
Jozette Bell	Essay	<i>A Wee Baby Shift in My Thinking</i>	NSC
Halima Omar	Essay	<i>Seven Wives and Exhilaration: How to Become Muslim</i>	SSC
Skyler Hendricks	Essay	<i>Little Epiphany</i>	SSC
Kao Zong Her	Poetry	<i>Klash</i>	SCC
Laura Huggins	Poetry	<i>All the Way to Freaking Jupiter</i>	NSC
Kateah Eaves Nims	Fiction	<i>Garden of Hearts</i>	SSC
Daisy Sullivan	Poetry	<i>5:10 P.M.</i>	SCC



- H. Honorary in Bachelor of Applied Science  
for Shaunta Hyde

4:20 p.m.

**INFORMATIONAL ITEMS**

- A. Evaluation of Chancellor and Board Self-Evaluation
- B. Policy 366 and 480—First Readings
- C. Chancellor’s Report
  - 1. Pacific Tower Update
  - 2. Interim President Search/Seattle Central College
  - 3. BAS Program Annual Report
  - 4. July Meeting—at Pacific Tower
  - 5. State Allocation Model Implementation Date: 2016-17
  - 6. Attendance at Commencements

Tab 9

4:40 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. President Paul Killpatrick, Seattle Central College
  - 2. President Warren Brown, North Seattle College
  - 3. President Gary Oertli, South Seattle College

E. Board of Trustees

1. Ms. Carmen Gayton, Chair
2. Mr. Steve Hill, Vice Chair
3. Ms. Teresita Batayola
4. Mr. Jorge Carrasco
5. Ms. Courtney Gregoire

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

The next meeting of the Board of Trustees will be held on Thursday, July 9, 2015 at Pacific Tower, 1200 12th Ave S, Seattle, WA 98144.

**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.*



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)

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

**BOARD OF TRUSTEES MEETING** held Thursday, May 7, 2015 at  
Seattle Central College, Broadway Performance Hall Boardroom, 1701 Broadway, Seattle, WA  
98122

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

Trustees	Ms. Carmen Gayton, Chair Ms. Teresita Batayola 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 Dr. Mary Ellen O’Keeffe
Advisory Representatives	Mr. Derek Edwards, AAG Dr. Rebecca Kenney Ms. Kimberly McRae, AFT Seattle Ms. Tracy Lai, AFT Seattle Mr. Ty Pethe, WFSE  Mr. Brian Pak Wing Leung, SCC Student Ms. Sarah Baker, NSC Student Mr. Shane Brookman, SSC Student
Secretary	Ms. Leda Goncharoff
<b><u>ABSENT</u></b>	Ms. Courtney Gregoire, Trustee Mr. Charles Sims

CALL TO ORDER

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

ROLL CALL

The secretary, Leda Goncharoff, called the roll.

INTRODUCTION OF VISITORS

Ms. Gayton welcomed the visitors. Visitors introduced themselves. They included: Beth Blanchard, Wade Parrot, Cat Martin, Andrew Lofton, Anna Baldwin, Pedro Marquez, Bruce Genung, Heather Emlund, Malcolm Grothe, Cheryl Stuart, David Sandler, John Kim, Victor Kuo, Alice Coday, Curtiss Lyman, Earnest Phillips,

APPROVAL OF May 7, 2015 AGENDA

Ms. Gayton asked for a motion to approve the revised May 7, 2015 agenda. The revision involved postponing the vote on two SVI tenure candidates until the June board meeting. **Mr. Carrasco moved, and Mr. Hill seconded, the motion. Motion passed unanimously (4-0).**

PUBLIC COMMENTS

Visitors were invited to address the board. Mr. Pedro Marquez expressed his belief that Seattle Colleges invests time and money recruiting international students that should instead be spent recruiting students from local high schools. He requested that the trustees consider changing the recruitment priorities.

PRESENTATION

*"Seattle Workforce Opportunity System: Transforming the City's Leadership"*

*Presenters: Malcolm Grothe, Cat Martin, Andrew Lofton, Beth Blanchard*

Chancellor Wakefield introduced the presentation, noting that job placement is a student success measure in the 2010-17 District-wide Strategic Plan. Last year, Seattle Colleges outperformed the state system average in job placement (80% as compared to 78%) and there continues to be an upward trend now that the economy is improving.

Dr. Malcolm Grothe distributed a fact sheet with statistics from the Seattle Housing Authority (SHA) regarding the number of families they serve and the number of families on the waiting list. The objective of the Seattle Workforce Opportunity Initiative is to assist SHA residents seeking employment. This is being accomplished through a united effort of the Workforce Development Partners, which includes SHA, JP Morgan Chase Bank, the Workforce Development Council and Seattle Colleges.

Cat Martin spoke on behalf of the Global Philanthropy division of JP Morgan Chase. With a \$1 million grant, Chase convened Seattle Workforce leaders to develop the Workforce Opportunity System (WOS). The role of Chase has been a thought-leader and convener. The partners developed a pilot program designed to assist SHA clients achieve self-sufficiency. Data from the pilot program will be used to scale up the initiative.

Andrew Lofton, Executive Director of the Seattle Housing Authority, described the large number of families on the wait lists for housing and how helping current residents achieve self-sufficiency will allow more people to be served. One of the goals of the pilot program is to identify clients who are job and/or training ready. The two primary interventions are job search support from the Workforce Development Council and Opportunity Weeks sponsored by Seattle Colleges. Opportunity Weeks teach topics and skills (e.g. resume and cover letter writing) needed as first steps toward becoming self-sufficient.

Beth Blanchard, WorkSource System Director at the Workforce Development Council (WDC), described their role in the partnership as focused on employment. The WDC offers free training services, providing clients with practice interviews, a "self-sufficiency calculator" for determining the salary required to be self-sufficient, and information about job training. The Workforce Opportunity System assists clients who want to go directly to work without training. Beth thanked President Killpatrick for participating in the last Opportunity Week.

#### APPROVAL OF MEETING MINUTES

Ms. Gayton asked for a motion to approve the April 9, 2015 meeting minutes. **Trustee Batayola moved to approve the minutes, and Trustee Hill seconded the motion. Motion passed unanimously (4-0).**

#### REQUEST TO APPROVE FIRST READING OF REVISION - POLICY 126

The proposed revision to Policy 126 addresses compliance with Washington State codes and requirements. The newly added subsection 15 states that members of the Seattle Colleges District Board of Trustees will be reimbursed for travel required for business of the board. No modifications to the revised policy were proposed, and it will be brought to the board in June for a second and final reading.

#### NOMINATION OF 2015-16 BOARD OF TRUSTEES OFFICERS

**Trustee Carrasco moved to approve the nomination of Steve Hill as the Chair, and Teresita Batayola as the Vice Chair of the 2015-16 Seattle Colleges Board of Trustees. Trustee Gayton seconded the motion. Motion passed unanimously 4-0.**

At the June board meeting, the board will elect the chair and vice chair for the ensuing fiscal year.

#### APPROVAL OF 2015-16 BOARD MEETING SCHEDULE

Ms. Gayton asked for a motion to approve the proposed schedule of board meeting dates and locations for FY2015-16. **Ms. Batayola so moved and Mr. Carrasco seconded the motion. Motion was passed unanimously (4-0).**

#### TENDER OF GIFTS

**Mr. Carrasco moved to accept the gifts tendered to Seattle Colleges, Ms. Batayola seconded the motion. Motion was passed unanimously (4-0).**

RESOLUTION 15-01 -- SHARED FUNDING OF EDUCATIONAL SERVICES FOR INTERNATIONAL STUDENTS

Seattle Colleges has determined that it is more cost effective to classify its international students as “contracted” students under a shared funding model and recommends adoption of this resolution to authorize this classification. **Mr. Carrasco moved to approve resolution, and Mr. Hill seconded the motion. Motion was passed unanimously (4-0).**

INFORMATIONAL ITEMS

A. Audited Financial Statement

Dr. Buttleman presented the first financial statement that is exclusively for Seattle Colleges. All past statements have been a combined report for the state community and technical college system. Seattle Colleges received a clean audit.

B. Quarterly Financial Summary

Dr. Buttleman provided data of the quarterly financial summary, for the period ending March 31, 2015, for all the colleges and the District Office. Due to decreasing enrollment, Seattle Colleges has maintained a conservative approach to budgeting. This trend is expected to continue next year.

C. Strategic Plan Update

Seattle Colleges have met the goal of exceeding the state average in job placement, with 80% of students finding employment within 9 months of completion. This placement rate exceeds the state average by 2%. The software package Career Hub is being used to sign up both students and employers and further promote job placement rates for our students. Approximately 5,000 students have signed up so far.

D. Self-Evaluations

The self-evaluation process will be started this month for President Oertli, and the Chancellor’s self-evaluation will begin in June. The in-depth evaluation process includes the chancellor and one president each year. Next year, President Brown will participate in the process.

E. Chancellor’s Report

1. Video Clip from KING-5 News

News footage was shown from the 2015 May Day demonstration in front of Seattle Central. Two individuals were shown protecting the sculpture located in the southeast corner of the campus, while protesters attempted to deface it with graffiti. Chancellor Wakefield reported that she was contacted by the Mayor’s office, offering assistance to Seattle Central.

2. Commencements  
Four commencement ceremonies are scheduled for the middle of June, and trustees are encouraged to attend at least one of them. Sign-up sheets were distributed.
3. Interim President Search  
The process for putting together a selection committee for the Interim President of Seattle Central job search has been started. It is hoped that a permanent president will be selected by late Fall 2015 or Winter 2016.
4. Update on Pacific Tower  
Construction is underway, but the total amount of funding to be included in the legislature's budget is still unknown. The details regarding clinical opportunities for students are being worked out with Neighborcare. If a boardroom is available, the July board meeting will be held at Pacific Tower.
5. New Allocation Model
6. The new allocation model will allow 2% of international enrollment to be counted towards FTEs, but as proposed it will result in a budget reduction for the Seattle Colleges.
7. AACC  
Seattle Colleges was a finalist for the "Safety Planning and Leadership" award. The award was presented at the annual meeting in San Antonio.

## **ORAL REPORTS**

### **A. Associated Student Body Presidents**

Mr. Brian Pak Wing Leung, of SCC's Associated Student Council (ASC), reported that: 1) 17% of ASC membership is comprised of international students who make significant contributions to event organizing and charitable giving, 2) Central Students' Market will be selling donated used items at a 2-day outdoor event, raising money for Youth Care, a local charity, 3) The Earth Day event at Central was a success with 25 organizations involved and several special guests, including Mayor Murray.

Ms. Sarah Baker, of NSC's Student Administrative Council (SAC), reported that Earth Day activities at North Seattle included the dedication of their new solar array. A flyer was distributed for an upcoming LGBTQ campus event for Asian Pacific Islanders.

Mr. Shane Brookman, of SSC's United Student Association (USA), reported that student leadership elections are coming up and there are 16 candidates running for 8 positions. There will be a referendum on the ballot to support building a Wellness Center on the South campus.

B. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789

Ms. McRae reported that she recently attended the Students of Color conference that was both informative and inspiring. Ms. McRae also suggested a facilitated dialogue and the sharing of information between international and local students on our campuses.

Ms. Lai reported that 1) the 2015 AFT Washington Convention is coming up, and they will be electing officers to the executive board. Ms. Lai is running for Vice President of Human Rights, 2) an all-faculty meeting will be held at North and they will be preparing for next year's labor negotiations, 3) she attended the AFL/CIO Immigration Implementation Training, and 4) AFT Seattle was invited to a EEOC reception and was the only union invited.

C. Washington Federation of State Employees (WFSE)

Mr. Pethe reported that Seattle wages do not match the cost of living and it is up to the State Senate to guarantee funding and cost of living increases in state salaries. People love working for Seattle Colleges, but it is important that part of their compensation be in the form of shared information and inclusion. It is also valuable for supervisors to encourage employees to attend events such as convocation and Presidents Day.

D. Chancellor, College Presidents and Vice Chancellors

Pres. Paul Killpatrick discussed the Seattle Maritime Academy and its practice of refurbishing older ships to sell. He announced that the BOLD, a vessel received from the federal government, will be returned because it is cost prohibitive to operate.

Pres. Gary Oertli reported that the student from South introduced to the board at the last board meeting, David Yama, went on to be named the top community college scholar in Washington and the nation.

E. Board of Trustees

No reports.

ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

*The next meeting of the Board of Trustees will be held on Thursday, June 11, 2015 at the Broadway Performance Hall on the Seattle Central College campus, 1701 Broadway, Seattle, WA 98122.*

APPROVED BY:

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

\_\_\_\_\_  
Date

**MEMORANDUM**

**TO:** Board of Trustees

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

**DATE:** June 11, 2015

**SUBJECT:** Recommended Approval of Tenure

**Background**

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

**Seattle Vocational Institute**

Teresa Ferguson	Business Computer Applications/ Allied Health
Barbara Jarrett	Basic and Transitional Studies

**Recommended Action**

It is recommended that the Board of Trustees, having given reasonable consideration to the recommendations of the tenure review committee, the vice president and president, grant tenure to the faculty member in 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:** Jill Wakefield, Ed.D.  
Chancellor

**DATE:** June 11, 2015

**SUBJECT:** Policy 126 – Second and Final Reading

**Background**

The attached Seattle College District revision is suggested to update this policy.

The proposed revision to Policy 126, “Meetings of the Board of Trustees - Guidelines”, addresses compliance with Washington State codes and requirements. Subsection 15 states that members of the Seattle Colleges District Board of Trustees will be reimbursed for travel required for business of the board, such as board meetings and conferences. A revision is also proposed under subsection 5 to change “campuses” to “colleges” and “institute” to “Seattle Vocational Institute.”

**Recommended Action**

It is recommended that the Seattle Colleges Board of Trustees approve the addition of subsection 15 and the revision to subsection 5 of Policy 126.

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

Jill A. Wakefield, Ed.D.  
Chancellor

# **SEATTLE COLLEGE DISTRICT POLICY**

---

**NUMBER: 126**

**TITLE: MEETINGS OF THE BOARD OF TRUSTEES - GUIDELINES**

## **1. Regular Meetings**

The Board of Trustees will hold a regular meeting on the second Thursday of each month for 11 months of the year (except August), unless that day is a legal holiday or otherwise modified by Board action. In the event that the Board of Trustees is unable to meet on the regular meeting date, the chairperson of the Board may order that the meeting be rescheduled or that no regular meeting of the Board be held that month. The Board will adopt, usually during the preceding fall quarter, an annual meeting schedule which lists the date, time, and location of each meeting. Advance notice of meetings shall be given in accordance with the Open Public Meetings Act, chapter 42.30 RCW.

## **2. Special Meetings**

A special meeting may be called at any time by the chairperson of the Board or by a majority of the members of the Board. Notice of such a special meeting will be given in accordance with the Open Public Meetings Act, chapter 42.30 RCW.

## **3. Open and Closed Sessions**

Board meetings will generally be open to the public. However, the Board may hold executive sessions or other closed sessions in accordance with the Open Public Meetings Act, chapter 42.30 RCW.

## **4. Board Meeting Schedule**

- a. Study Session - A study session will normally be held before the regular session. During this time, reports may be given to the Board and resource people may be invited to provide detailed background information on particular items.
- b. Regular Session - The regular session will normally include the items on which the Board takes formal action.

## **5. Location of Board Meetings**

Board meetings will mostly be rotated among the three colleges campuses, the Seattle Vocational Institute ~~institute~~ and the Siegal Center. Addresses of these sites are as follows:

**North Seattle College**  
9600 College Way North  
Seattle, WA 98103

**Seattle Central College**  
1701 Broadway  
Seattle, WA 98122

**South Seattle College**  
6000 16th Avenue SW  
Seattle, WA 98106

**Seattle Vocational Institute**  
2120 South Jackson Street  
Seattle, WA 98144

**Siegal Center**  
1500 Harvard  
Seattle, WA 98122

**6. Board Office**

The Board of Trustees will maintain an office at 1500 Harvard Avenue, Seattle, Washington 98122, telephone (206) 587-3872. This office will be the official location for all records, correspondence, minutes, and other materials relating to the Board. The District (Board) seal will also be kept at this office. All correspondence addressed to the Board should be sent to this address.

**7. Minutes of Board Meetings**

The minutes of all Board meetings shall be kept by the recording secretary. Proposed minutes should be read and approved by the chairperson (or acting chairperson for that meeting) prior to their being circulated to the board. Minutes shall be approved by the Board. They ordinarily will include: a record of attendance of all Board members, the chief executive officer of the District, the campus presidents, legal counsel, and advisory representatives to the Board; a summary of the discussion and action on items on the agenda; and copies of any approved resolutions.

**8. Inspection of Board Records**

Any member of the public may inspect Board records during regular working hours, in accordance with state law, District Policy 254, and Procedures 254.10 (Access to Public Records).

**9. Agenda of Board Meetings**

The regular session of Board meetings will generally follow this format, except as modified by the Board:

- I. Call to Order
- II. Roll Call
- III. Introduction of Visitors
- IV. Public Comments
- V. Approval of Agenda
- VI. Approval of Previous Minutes
- VII. Presentation
- VIII. Consent Calendar
  - a. Tender of Gifts
- IX. Recommended Board Actions
- X. Information Items
- XI. Oral Reports
- XII. Executive Session (if necessary)
- XIII. Other Business, Announcements
- XIV. Adjournment

#### **10. Voting**

Voting shall be by voice vote unless a roll call is requested by a member of the Board. Policy changes will be voted by a roll call. The results of the roll-call votes will be recorded in the official Board minutes by showing how each trustee voted.

#### **11. Quorum**

Three members of the Board shall constitute a quorum. No action shall be taken by less than a quorum convened at a regular or special public meeting. A majority vote, not less than three, is required for action on any matter considered by the Board.

#### **12. Legal Counsel**

The Board will usually have access to legal counsel, normally a representative of the state attorney general, at meetings or in the conduct of its business.

#### **13. Presentation of Arguments or Views of the Public**

The Board will ordinarily afford all interested persons reasonable opportunity to submit data, views, or arguments on a matter to be considered by the Board. Such submission may be either oral or in writing. The Board may provide instructions for submission of views, arguments, and data by the public, and may limit such submissions as it deems appropriate.

#### **14. Adjournment**

The Board may recess, suspend, or adjourn any regular or special meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from

time to time. If all members are absent from any regular or adjourned regular meeting, the secretary of the Board may declare the meeting adjourned to a stated time and place.

### **15. Board Travel Reimbursement**

Seattle College Board of Trustees shall adhere to RCW 43.03.240 and the State of Washington OFM Travel Management Requirements and Restrictions as published in Chapter 10 of State Administrative and Accounting Manual (SAAM).

- a. When conducting the business of one board, trustees will be reimbursed according to Option 1 of Section 10.70.30(b) of SAAM.
- b. When traveling on behalf of the district, e.g. attending a conference in or out-of-state, trustees will be reimbursed based on Option 2 of Section 10.70.30(b).

*Board of Trustees – Revision & Adoption History*

*Adopted: 9/1/1987*

*Revised: 10/5/1993*

*Revised: 11/12/2002*

*Revised: 4/10/2008*

*Revised: 4/10/2014*

**MEMORANDUM**

**TO:** Board of Trustees

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

**DATE:** June 11, 2015

**SUBJECT:** Election of 2015-16 Board of Trustee Officers

**Background**

The Seattle Colleges District Policies and Procedures, Policy 125, "Power and Duties of Officers of the Board", item number one, "Elections", specifies that at its regular monthly meeting June, the Board will elect the chair and vice chair for the ensuing fiscal year.

**Recommended Action**

It is the recommendation of the administration that the Seattle Colleges Board of Trustees elect the following individuals who were nominated at the May meeting: a chair and a vice chair to serve for the 2015-2016 fiscal year.

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:** June 11, 2015

**SUBJECT:** Continuing Operations Resolution

**Background**

The Seattle College District's budget process is not expected to finalize until after June 30th. Review of the fiscal year budget and request for approval will be scheduled at a subsequent Board meeting. A Board resolution for continuing operations is needed to approve spending past June 30, 2015.

**Recommendation**

It is recommended that the Board of Trustees approve this continuing-operation resolution and authorize the Seattle College District to continue operations, at the current FY2014-2015 funding level, until approval of the next fiscal year budget.

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor



**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)

**MEMORANDUM**

TO: Board of Trustees  
FROM: Dr. Jill Wakefield  
DATE: June 8, 2015  
SUBJECT: Metro Services Purchase Request

**Background**

Per District Policy 108, the Board of Trustees has reserved authority on entering into "any contract including any settle agreement that involves payment by the district of a total amount of \$250,000 or more in any fiscal year, except public works contracts that are managed by another state agency."

Annually, Seattle College District sends out a purchase order to Metro for the purchase of mass-transit services, primarily ORCA Business cards & ORCA Business Passport products, and then re-sells them to students and employees. For the fiscal year 2015-16, the total annual purchase for these services is expected to be \$642,821.78.

**Recommendation**

It is recommended that the Board of Trustees authorizes the Chancellor and her designee to enter into this purchasing contract with Metro, for FY2015-16, in the amount of \$642,821.78.

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation

Dr. Jill Wakefield  
Chancellor

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Dr. Jill Wakefield, Chancellor  
**DATE:** June 11, 2015  
**SUBJECT:** Early Childhood Education BAS Degree

**Background**

North Seattle College is in the approval process for a bachelor of applied science (BAS) degree in Early Childhood Education. The degree aims to meet increasing demand for early learning teachers, expected to grow approximately 18% in the next ten years. The demand for baccalaureate-prepared pre-school teachers is also increasing due in part to policy changes such as the City of Seattle's *Pre-K for All* initiative, which requires that all the project's lead teachers hold a bachelor's degree. North would aim to enroll a first cohort of 20 in Winter 2016, working up to a full enrollment of 50 students per year.

Early Childhood Education associate degrees and certificates from the Seattle Colleges and other area colleges will provide a reliable pipeline of students to the Early Childhood Education BAS program. Approximately 1,600 current Early Childhood Education students live within traveling distance of Seattle and can be targeted for enrollment in the BAS program. A survey conducted of current Early Childhood Education associate degree and certificate students, with over 170 respondents, found that 80% would be interested in enrolling in the BAS program now, upon completion of their current program, or in the future.

The degree was approved by the Chancellor's Executive Cabinet on February 9, 2015. A Statement of Need was approved, and a formal proposal is in development for the State Board for Community and Technical Colleges. Approval of the Early Childhood Education BAS Degree would signify the eleventh approval of a BAS program for the Seattle College District.

**Recommendation**

It is recommended that the Early Childhood Education BAS Degree be approved.

Submitted by and transmitted to the Board with a favorable recommendation



Dr. Jill Wakefield, Ed.D.  
Chancellor



# NORTH SEATTLE COLLEGE

*One of the Seattle Colleges*

Date: June 11, 2015  
To: Seattle Colleges Board of Trustees  
From: Chancellor Jill Wakefield and President Warren Brown  
Subject: Honorary Bachelors of Applied Science for Shaunta Hyde

**Background:**

Based upon RCW 28B.50.140(12), each district's Board of Trustees can choose to award an honorary degree when the recommendation comes from the college community. We are recommending to the Board that the incoming Chair for the State of Washington's Board for Community and Technical Colleges, Shaunta Hyde be provided this honor. Ms. Hyde will be the keynote speaker at this year's North Seattle College graduation ceremony. The timing of this honor coincides with North Seattle College awarding its first Bachelors of Applied Science degree in International Business, which is a degree that Ms. Hyde approved as part of her role on the State Board.

Ms. Hyde has a strong commitment to education as the chair of the nine-member governing board of the State Board for Community and Technical Colleges. In addition to her public service role, Ms. Hyde also serves as the managing director of community relations for Alaska Airlines, where she leads community relations and charitable giving in the continental United States and Hawaii. Prior to joining Alaska, she was the director of global aviation policy for the Boeing Company, where she worked for twelve years, and served as the government relations manager for the King County Executive. Shaunta holds a Bachelor's degree in Communications from Seattle University and an executive Master's degree in Business Administration from the University of Washington's Foster School of Business.

**Recommended Action:**

It is the recommendation of the administration that the Seattle College District Board of Trustees approve awarding an honorary Bachelors of Applied Science from North Seattle College to SBCTC Chair, Shaunta Hyde.

Submitted by:

Dr. Warren J. Brown  
President, North Seattle College

Transmitted to the Board with a favorable recommendation:

Dr. Jill Wakefield  
Chancellor, Seattle Colleges

**MEMORANDUM**

**TO:** Board of Trustees

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

**DATE:** June 11, 2015

**SUBJECT:** Policy 366 and 480 – First Readings

**Background**

Senate Bill 5173 was signed into law on March 31, 2014 by Governor Jay Inslee. The law grants state employees two additional unpaid holidays per year for reasons of faith or conscience. It also permits students to be excused from classes without penalty. The attached Seattle College District Policies 366 (“Student Absences for Reasons of Faith or Conscience”) and 480 (“Unpaid Holidays for Reasons of Faith or Conscience”) are proposed as new policies to provide the District’s employees and its students time off from work or classes to observe religious holidays and/or practices as provided by the law.

**Recommended Action**

It is the recommendation that this item be received by the Board as firsts reading for information only.

Submitted by:



Charles Sims  
Chief Human Resources Officer

Transmitted to the Board with a favorable recommendation,



Jill A. Wakefield, Ed.D.  
Chancellor

SEATTLE COLLEGE DISTRICT POLICY

Policy Number: 366

TITLE: Student Absences for Reasons of Faith or Conscience

College students are entitled to take absences from classes up to two days per academic year for reasons of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization. Reference: RCW 28B.10.039 - Holidays/Faith & Conscience.

Students may select the two days on which he or she needs to be absent based on reasons of faith and conscience. The absences from classes up to two days must be taken during the academic year. Each holiday taken under this policy must be taken as a whole day i.e. the day may not be divided into hours and taken piecemeal.

Students' grades may not be adversely impacted by absences authorized under this policy.

A student intending to take absences from classes up to two days per academic year must talk with each instructor to make arrangements to take a test before or after the originally scheduled date.

## **NEW POLICY**

### **SEATTLE COLLEGE DISTRICT POLICY**

**NUMBER: 480**

**TITLE: Unpaid Holidays for Reasons of Faith or Conscience**

Employees are entitled to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization.

The employee may select the days on which he or she desires to take the two unpaid holidays after consultation with his or her supervisor. If an employee prefers to take the two unpaid holidays on specific days, then the employee will be allowed to take the unpaid holidays on the days he or she has selected unless the absence would unduly disrupt operations, impose an undue hardship requiring significant difficulty or expense to the employer, or the employee is necessary to maintain public safety. For purposes of this policy, undue hardship is defined by the Office of Financial Management in WAC 82-56-020.

An employee requesting leave under this policy must provide 14 days' advance written notice to the employee's immediate supervisor, unless the religious activity could not have been reasonably foreseeable 14 days in advance of the activity. In such instances, the employee will submit the request as soon as practical. Requests to use the unpaid holiday shall not be deemed approved unless the request has been authorized in writing by the employee's supervisor. The employee's supervisor shall evaluate requests by considering the employee's desires, scheduled work, anticipated peak workloads, response to unexpected emergencies, and the availability, if any, of a qualified substitute.

The two unpaid holidays allowed by this section must be taken during the calendar year, if at all; they do not carry over from one year to the next.

*Adopted: ...2014*

MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

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

DATE: June 11, 2015

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

- **Hiring** - Hiring for the 2015-2016 school year has been completed. We currently have a team of 29, with 6 returning and 23 new hires. Training for the new year will commence at the start of June and conclude in September for a total of 10 days.
- **S & A Fees** - Fees have been allocated to 22 different groups on campus. Amongst those groups are Student Leadership, the Women's Center, Sustainability, the Page One Writing Center, and more. Letters have been distributed to these various groups and they are within the time period to file a grievance if needed.
- **Speakers** - On Tuesday, May 19<sup>th</sup>, two speakers from Seattle's Real Change newspaper came to educate the campus about what it is like to be homeless. Students were able to ask questions of the speakers in a comfortable setting that allowed for an open and honest dialogue. The event will likely be repeated next year.
- **Spring Fest** - Set to occur on Thursday, June 28<sup>th</sup>, Spring Fest will be a fun time for Students, Staff, and Faculty alike to unwind at the end of the quarter. Featured performers include Adam Lee, Guinness Book of World Records holder Balloon Twister, Roberto the Magnificent, Nash Fund Illusionist, and more. There will also be a bounce castle! This is a great event and BBQ that students look forward to after a long school year.

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Pak Wing Leung (Executive of Administration)  
**DATE:** June 11, 2015  
**SUBJECT:** ASC Board Report

**Unity Fair**

On May 21<sup>st</sup>, Student Leadership hosted the 11<sup>th</sup> annual “Unity Fair” to celebrate the diversity on campus through live music, food, fun games, and a cultural fashion show. Entertainment included the Seahawk's official DJ Supreme LA Rock, Jamil Suleman, Bboy Sinatra, Grynch and student performances. The event went from 10am to 4pm and was well attended by students, faculty and staff.

**New Student Leadership Teams Announced**

121 students applied to serve on a Student Leadership Board for the 2015-2016 academic year. 37 students were selected to serve on 6 boards including, the Associated Student Council Executive Team, the College Activities Board, the Student Organizations Resource Council, the Tournaments and Games Team, the Global Engagement Team and the International Student Advisory Council. New member will be welcomed by outgoing members during a series of ice cream social events scheduled for early June.

Student Leadership staff is reaching out to students who were not selected to serve on a leadership board to get them engaged with other opportunities. A workshop will be held on June 2<sup>nd</sup> to inform them of other involvement opportunities. The Associated Student Council will select an additional 6 Associate members to serve on their team in Fall Quarter.

**MEMORANDUM**

**TO:** Board of Trustees  
Seattle Colleges

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

**DATE:** June 11, 2015

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

**2015 Community and Technical College Legislative Voice Academy**

On May 8<sup>th</sup> and 9<sup>th</sup>, three students from South attended the annual Legislative Voice Academy at Clark College in Vancouver, WA. The purpose of the conference is to allow community colleges from across the state to present a shared issue they would like to see on WACTCSA's (statewide student association) legislative agenda for the next academic year. USA's VP Andy Ribaud, and a fellow South student presented a college campus smoke-free initiative which was well received by those in attendance. Other top issues were EBT on campus, college-in-prison/recidivism, and an initiative to the people to fully fund the community and technical system.

**United Student Association 2015/2016 Officer Election**

USA held elections for next year's officers during May 12<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup>. We broke previous records for student participation. With 636 students casting their votes we doubled last year's turnout. The new officers will begin shadowing the current team in preparation for the transition this summer.

**Student Referendum to Build a Health and Wellness Center**

In addition to the candidates running for USA, a student led referendum was placed on the ballot to build a health and wellness center at South. Students approved a fee of not more than \$9/credit up to 10 credits, with 369 voting yes and 168 voting no. This fee, called the Campus Enhancement Fee, will fund other student approved projects once the wellness center construction loans are paid off.

# North Seattle College

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

Office of the President

**TO:** Board of Trustees  
**FROM:** Warren Brown, President  
**DATE:** June 11, 2015  
**SUBJECT:** President's Report – **Information Only**

## **ADVANCING STUDENT SUCCESS**

### ***Commencement 2015***

As of May 26, North has processed 1,361 graduation applications for summer 2014 through summer 2015. There are also 41 GED graduates who will be invited to participate in graduation. Of these, North anticipates about 300 graduates will walk in the 2015 commencement ceremony on June 19. The commencement speaker will be Shaunta Hyde, chair of SBCTC and managing director of Community Relations for Alaska Airlines. At time of publication, student speakers are still being chosen.

### ***Education Fund Annual Fundraising Event***

On May 16, the North Seattle College Education Fund held its 13<sup>th</sup> annual fundraising gala, "Building Dreams." Thanks to the generosity of supporters, the Ed Fund raised \$117,331. Student Leadership President Sarah Baker shared how the Ed Fund scholarship has enabled her to continue progressing in the Bachelor of Applied Science International Business program. Funds raised during the event will ensure that students continue to have the financial, academic and personal support they need.

### ***MyNorth Student Portal Launch***

As part of a district-wide initiative, North Seattle College launched the new online student portal, MyNorth, on May 11, giving new and current students a convenient way to access important information and links—such as the class schedule and registration—on any device, including laptops and smartphones. MyNorth provides students with a single login, a favorites folder where students can save classes they want, a tab to view registered and waitlisted classes, as well as their completed and approved Education Plan, and a display of critical registration messages.

### ***North Seattle College Rocketry Club Launches in Mansfield***

In conjunction with the Washington NASA Space Grant, North Seattle College's Rocketry Club launched two rockets on April 25, at a field near Mansfield, Washington, under the auspices of the National Association of Rocketry. The rockets were equipped with cameras to record their own launch, as well as GPS transponders, accelerometers and altimeters, and reached a height of several thousand feet. The electronics were designed and assembled by the five North Seattle College NASA Washington Space Grant scholars – Leah Lackey, Cody Brewer, Matthew Veloz, Bart Olson and Dylan Faherty, under the tutelage of physics instructor Mike Steffancin and electronics instructor Chris Sanders. The crew, who assisted the scholars in the launch and recovery of the rockets, were students from Astronomy 102.

### ***SHA Opportunity Week***

Opportunity Week is a district-wide initiative that aims to connect Seattle Housing Authority (SHA) residents with the resources they need to reach their employment and educational goals. A two-week Opportunity Week course is held at North and a one-week course at Seattle Central, South and SVI, and is funded by a grant from Chase. Topics covered in the course include goal-setting, employment

preparation, education planning and life skills. At North, the course was held on evenings and weekends beginning May 26, with at least 16 students attending.

### ***North Art Gallery Exhibit – Student Art Exhibit***

The North Seattle College Student Art Exhibition opened May 13 and runs through June 12, as well as on the afternoon of Graduation Day, June 19. The exhibit is work created this year by students in the Art Department at North. For the first time, the department is awarding first, second and third place prizes as well as a People's Choice Award.

### ***Student Panel on Gender***

Each year, the Diversity Advisory Committee organizes a panel of students who identify as part of a marginalized group on campus to talk about their experiences. In this year's panel, held June 4, attendees heard from students who identify as female in terms of gender experience. The panel was for designed to improve understanding and interactions with students and people from all backgrounds.

## **EXCELLING IN TEACHING AND LEARNING**

### ***President's Leadership Meeting on Harnessing Conflict***

The President's Leadership Meeting on May 21 began with a brief Q&A session about the budget and the happenings in Olympia. Then, colleagues who graduated from cadre two of the Leadership Development Institute led employees through a workshop on proven methods to harness inter-team conflict and apply it toward targeted goals for improvement. This workshop gave tips on creating conditions that foster group dialog, open sharing and transparent decision-making.

### ***Making Learning Visible***

North's annual Making Learning Visible Symposium was held June 3. The symposium is held every spring quarter at North, inviting students to showcase their learning in a public forum. Physical Education's Fusion Fitness students gave a short demonstration of activities featured in the course.

### ***North Hosts Afghan Delegation***

About 12 professors and administrative leaders from five universities in Afghanistan visited North Seattle College in early May to learn about the college and its associate degree programs. North was among five other community colleges in the state selected for the visit because of its strong medical and biotech programs. Best practices shared during the visit could help with the creation of the first associate degree programs in Afghanistan. The visit was coordinated by the Center for International Education in the College of Education at the University of Massachusetts Amherst.

### ***EMT Receives State Recognition***

Karen Urick, SEI, Emergency Medical Technician program coordinator, reports that North's program received recognition from Michael Lopez, EMS education and training manager for Washington State Department of Health office, for having the highest NREMT passing rates in Washington state. Karen also shared that the program is aiming to set up a rider program with the Renton Fire Department and with Falck Ambulance Company as well as working with Seattle Public School students in their Skills Center for Fire Science.

## **BUILDING COMMUNITY**

### ***Service Awards Ceremony***

Strawberry shortcake and celebration characterized the 2015 Service Award Ceremony on May 26. Nine retirees and 75 employees were honored for their years of service (five through 45).

### ***TAC Appreciation Dinner***

North hosted 75 industry professionals and educators from the Seattle community at the annual Technical Advisory Committee Appreciation Dinner, held April 27, to honor the members of North's Workforce Education Technical Advisory committees.

### ***Annual Health Fair***

The ninth annual North Seattle College Health Fair occurred on May 13. Nursing students and medical assisting students volunteered their knowledge and services, as did employees and other representatives from Health and Human Services, Counseling, the Women's Center, Intramurals, Disability Services, and Safety and Security. Volunteers outside the campus included International Community Health Services, Luis Viquez of Gay City, Alison Riley from NuSkin, and Northwest Kidney Center. Approximately 150 people attended the fair, which was organized by North employees Bernie Kay, Cariana Napoli and Trish Root.

### ***Spring Collaboration Day Featured Dr. Sheley Secrest***

"Response to Ferguson and Beyond," was the focus of a panel discussion and guest speaker Sheley Secrest's presentation at the spring Collaboration Day, held May 7 on campus. Facilitated by the NSC Diversity Inclusion Facilitation Team, the event was sponsored by AFT Seattle, Human and Civil Rights Committee. The panel of students and staff shared personal stories relating to police experiences and issues of bias and abuse of power. Following the panel, Dr. Secrest, policy analyst for the Seattle Metropolitan Urban League, spoke. Secrest, a nationally recognized expert in the area of employment barriers for Black men and use of force, has a history of challenging unfair policing practices.

### ***Bake Sale for Nepal Earthquake Victims***

A bake sale May 13-14 for victims of the Nepal earthquake collected \$3,200, which was given to the Seattle Nepal Society. Community members helped by donating "seed" money for baked goods, by bringing homemade items and small gifts to sell, and by volunteering.

### ***Campus Conversations: Fossil Fuel Divestment***

On May 20, community members were invited to learn about the North Seattle College Campaign for Fossil Fuel Divestment. The Sustainability Office hosted a campus conversation about divestment with Alex Lenferna from the UW Divestment Campaign, talking about lessons learned, and Jennie Dulas from the ED Fund, discussing how NSC is working to divest and reinvest.

### ***Smoke Free Campus Discussion***

Following a thorough historical overview of the college's smoke-free discussions by Clean Air Task Force Chair Mark Weber and thoughtful dialogue regarding feedback in a college-wide survey last year—during which 70 percent of respondents voted in favor of going smoke-free—North's Executive Team voted unanimously in late May to join the 828 community members who believe North should be tobacco and smoke-free. This decision is in step with what Public Health Seattle and King County recommends and puts North among the more than 1,000 colleges nation-wide that are now tobacco and smoke-free. Effective fall 2015, North Seattle College intends to become tobacco and smoke-free.

### ***Wellness Challenge***

The annual North Seattle College Wellness Challenge began May 11. The five-week event features three-person teams that participate in healthy behaviors. At the end of the Challenge, the top three teams receive prizes. Modest awards will be distributed to all participants who complete the Challenge. This year, 19 teams (57 individuals) are participating.

MEMORANDUM

TO: Board of Trustees  
FROM: Gary Oertli, President  
DATE: June 11, 2015  
SUBJECT: President's Report – **Information Only**

**Budget Challenges for 2015-16**

South Seattle College is very challenged to cut between \$1.5- \$2 million in our budget preparation for 2015-16. This is primarily due to lower tuition collection rates and no increased revenue predicted from the state. I continue to work hard with key legislators to restore \$1.5 million of the \$3 million that was cut from our Cascade Court replacement capital project. LaVerne Lamourex, Seattle Colleges' Director for Government Relations, has been very helpful in coaching!

**Presenting on South's Diversity at WACTC Presidents' Meeting**

On Thursday, May 28, I presented to the Washington Association of Community and Technical Colleges (WACTC) Presidents' Academy on why South had the highest increase of diverse full-time faculty in the entire Washington state community college system.

**David Yama's Success Continues, and Media Shares His Story**

In our last report, I detailed the numerous accolades bestowed upon South student David Yama, including being named the top community college scholar in the nation by Phi Theta Kappa. To further aid his goal of becoming a biomedical engineering researcher, David also received the prestigious Jack Kent Cooke Scholarship (awarded to only a handful of community college students across the nation), which will fund his education up to \$40,000 per year after his transfer from South to a four-year university. The Seattle Times ran a front page story and King 5 News aired a feature on David's amazing journey from high school dropout to national scholastic star. Congressman Jim McDermott also joined the celebration, officially recognizing David's achievements in the United States Congressional Record. David began at South with the intention of earning his GED. Through the amazing support and teaching he's received from our staff and faculty, he will graduate this spring with an associate degree and, with his talents, truly go anywhere.

**Three Receive Martin Achievement Scholarships from UW**

Recently, three South students were recognized with the University of Washington's Martin Achievement Scholarship. Sarah Phillips, Austin Tugade and Sugar Sylvain will receive \$5,000

toward their next year at South, and then up to \$12,000 a year for the next three years at the University of Washington to pursue their bachelor's degrees. Students from 15 community colleges across the state applied, and South's recipients account for three of the four total scholarships awarded. Sarah is studying computer science, Austin is pursuing a career in geology and Sugar plans to become an aeronautical engineer. The scholarship is awarded to those who "have demonstrated signs of exceptional ability," and all of us at South are excited to see where those abilities take these students.

### **South Students Bring Home Foster School of Business Marketing Plan Win**

Going up against other business students from larger colleges and universities across the state, five South students recently won an undergraduate marketing case competition at the University of Washington's Foster School of Business. Amber Jiang, Gosay Aliyee, Louise Bayona and Saleh Samael were the only community college students who competed, and they took home first place honors for a marketing strategy produced for Seattle-based *Big Time Brewery*. The judges, including the brewery owner, were highly impressed by the entrepreneurial instincts and creativity of our students.

### **Record Turnout for Student Government Elections**

South held United Student Association (student government) elections for the upcoming 2015-16 school year from May 12-14, and a record-setting 636 students made their voices heard through their vote. It is heartening to know so many students made the decision to play an active role in the future of our college by electing fellow students they feel will best represent their interests.

### **Students Approve Wellness Center Campus Enhancement Fee**

During the same record-breaking election, our students also approved a campus enhancement fee to help fund a future Wellness Center over the course of several years. South students, staff and faculty have long wished for an exemplary wellness center on campus. The shared vision is for a facility that not only offers modern exercise equipment, but a holistic approach to wellness that includes resources for making healthier decisions in all aspects of life. The students' approval follows a feasibility study on the project performed earlier this year and several forums where students learned more about the vision. We will now look to the state for a Certificate of Participation loan to start the project, with approval possible by summer of 2016.

### **"Friends of the College" Celebrates the Impact of a Scholarship**

On May 13, the South Seattle College Foundation hosted the *2015 Friends of the College Celebration* to acknowledge the achievements of Foundation scholarship recipients, and to honor the generous donors who make their scholarships possible. The highlight of the event always arrives when the microphones are turned over to our students. They share their stories of how receiving a scholarship positively impacts not only their financial ability to achieve an education, but their belief in themselves as someone who can earn a degree and pursue a career they are passionate about.

### **Executive Chef Jeff Maxfield Named South's Alumnus of the Year**

During the *Friends of the College Celebration*, South's Foundation named Executive Chef Jeff Maxfield as our 2015 Outstanding Alumnus of the Year. Jeff oversees and provides the culinary vision for the Space Needle's SkyCity Restaurant, Collections Café and food truck. A West Seattle native, he was raised in a home where cooking was the foremost pastime, and as soon as he finished high school he enrolled in South's Culinary Arts program. After graduating in 1997, Jeff took the culinary world by storm – working for highly-regarded establishments in Seattle, Arizona and Hawaii before landing his executive chef position at the Space Needle seven years ago. His path exemplifies South's motto of "Start Here, Go Anywhere," and it's an honor to have him among our alumni ranks.

### **South Holds Strategic Planning Kick-Off Meeting**

South is looking to the future, and we held a campus-wide meeting on May 11 to engage the college in the strategic planning process, and explain how that process aligns with further development of the *South 2017* student completion initiative. Task forces were formed to create concrete, measurable goals in the areas of *Structured Student Experience*, *Continuous Improvement*, *Connections to Our Community*, and *Resources to Meet Our Mission*. The exciting ideas shared by our task forces during the meeting's brainstorming session indicate this will be a very successful process, and I look forward to working with our incredibly talented faculty and staff as we move forward.

### **Reception Celebrates the Contribution of Student, Work-Study and Hourly Staff**

We held an all-campus reception on June 2 to honor South's student, work-study and hourly employees, and presented each of them with a *Certificate of Appreciation* in thanks for their hard work. Across campus, in nearly all departments, these employees play a critical role in helping South operate smoothly and achieve our institutional goals.

### **Service Awards Honor Career Milestones**

Ranging from 5 to 45 years of service, South honored the career milestones of over 90 employees on June 10 with our *2015 Service Awards*. The event was a clear illustration of the commitment our staff and faculty have made to South (for many of them, multiple decades worth), and a great reminder of the supportive family atmosphere we cherish as a college.

MEMORANDUM

TO: Board of Trustees

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

DATE: June 11, 2015

SUBJECT: President's Report – Information Only

**Foundation raises record-breaking amount for student scholarships at annual gala**

The Seattle Central Foundation held its annual Believe Gala last month. About 350 attendees generously gave nearly \$330,000, making this year's gala the most successful ever. These funds will be used in part for scholarships, and will also support instructional programs, including student emergency assistance, faculty development grants and tutoring services.

Videos of two scholarship recipients, Mohamad Adan and Jennifer Oishi, provided powerful testimonials to the importance of scholarships in changing students' lives. Students in the graphic design and photography programs donated art for the silent auction, Apparel Design students created cloth sleeves for wine bottles and Culinary Academy students made cakes and desserts. Groups of first-year Creative Academy students also created moving videos that highlighted the importance of education and scholarships. Watch these creative videos at <https://vimeo.com/album/3379990>

**2015 Distinguished Alumna to speak at commencement**

This year's 2015 Distinguished Alumni Award recipient is Lloyce Ong'udi, a former student who founded non-profits that address global development and health issues in Africa. She received her associate degree from Seattle Central in 2005. She later earned a bachelor's degree in Public Health and a master's degree in Public Administration from the University of Washington, where she was selected as a highly prestigious Truman Scholar.

Lloyce moved to the United States from Kenya in 1996, where she worked for the Bill & Melinda Gates Foundation on HIV/AIDS issues in African countries. During a trip with the Foundation, she returned to her hometown to see her village changed by the HIV/AIDS epidemic. The experience moved her to form a non-profit called the Rabour Village Project, which uses community-based solutions to combat issues surrounding HIV/AIDS. She is currently the director of Mwanzo Proud Farmers, a non-profit she also founded that works in Kenya to create a support network of rural villages and enhance economic self-sufficiency through growing diverse cash and food crops.

**Community helps protect campus during May Day protests**

Seattle Central's campus was once again the focal point of a large May Day protest, but this time, a heartening storyline developed. On the evening of May 1, a group of peaceful May Day protesters challenged those wielding cans of spray paint by linking arms to form a circle around the decades-old

silver sculpture to protect it from damage. Others confronted protesters who attempted to set fires in garbage cans. KING5 News aired a video that documented this powerful moment. Community members also helped to clean up campus on Saturday. Volunteers arrived with cleaning supplies to scrub graffiti from the brick plaza and sculpture. Their efforts were shown in a video from KOMO News. President Paul Killpatrick thanked the Capitol Hill community for their support in a letter to the editor published in the Seattle Times the following week.

#### **Former student testifies on behalf of adult education at U.S. Senate**

Former student Taleah Mitchell testified at the U.S. Senate Committee on Health, Education, Labor and Pensions in Washington, D.C. last month on the importance of adult-education programs. In her address, she discussed her experience in the Integrated Basic Education & Skills Training (I-BEST) program, which helps students enroll in college level programs and earn a certificate in high demand industries at community and technical colleges. She urged legislators to support funding for Pell Grants, student support services and federal programs like food and unemployment assistance, which help low-income students finish college with a lower financial burden.

After leaving Seattle Central, Mitchell started a career as an assistant manager and has since given speeches and led panel discussions in support of adult education throughout Washington State. She plans to continue her studies and dreams of attending Smith College or Amherst College.

#### **Historic campus fountain to flow again**

For the past two and a half years, the Tsutakawa Fountain Renovation Committee has worked diligently to raise funds needed to restore the historic fountain, located in the college's atrium. The committee announced that it had met its fundraising goal in February and for the past several months, Gerry Tsutakawa, the son of original artist, has worked with campus facilities to return the fountain to its original working order. In early June, the committee hosted a rededication ceremony to celebrate.

#### **Boot display on campus to draw attention to suicide among service members**

Each day, 23 active-duty and veteran military members die by suicide. To shed light on this alarming statistic, Vet Corps Navigator Glen Mulkey created a demonstration in front of the Tsutakawa Fountain with 23 pairs of boots donated by veterans that was on display from May 16 (Armed Forces Day) through May 25 (Memorial Day). Glen and other veteran volunteers staffed the display and shared information regarding mental health, suicide awareness and veteran support

#### **Students unite with disabled athletes for soccer tournament hosted by Special Olympics**

In April, four Seattle Central students competed alongside three youth with disabilities against teams from 15 area colleges at the first ever College Unified Soccer Invitational at Seattle University. The tournament was hosted by a Special Olympics program called Project UNIFY, which brings together youth both with and without disabilities to play team sports and ultimately form respectful communities that advocate for people with intellectual disabilities.

Student organizer and team coach Kelly Thadeus recruited soccer club members Simbarashe Masango, Abdoulaye Konate and Tapiwa Chabikwa to serve as partners to three young athletes with intellectual disabilities. The team took second place in its division and participated in an all-day summit, where students learned about issues that people with disabilities face and ways to create inclusive and respectful communities. For Simbarashe, Abdoulaye and Tapiwa, participating in the tournament offered them their first experience working with people with disabilities.

#### **Students present at Undergraduate Research Symposium**

Last month, Seattle Central students joined undergraduate students from colleges across the region to present their research projects at the Undergraduate Research Symposium at the University of Washington. All of the students have been conducting their research projects as part of the Ready! Set! Transfer! program that provides support to students at community colleges to help them transfer to four-year institutions to study STEM fields. The following students presented at the symposium:

- Paige Bennett and Aidan Keith on "Development of a Plant-Based Vaccine against River Blindness"
- Jeremy Rodriguez, Jeremy Axworthy and Niloufar Ghodsian (South Seattle College) on "Effects of Sea Star Wasting Disease on the Intertidal Community of the Puget Sound"
- Taylor Warn on "Turing Machines: An Interdisciplinary Approach, the Second Generation"
- Mariah Weavel-Abueng on "Variability in Open Chromatin Across Humans"
- Angela Kimber on "Diazotization as a Mechanism for Functionalization of Graphene"

### **Pacific Tower update**

Several prospective tenants have made commitments to fill some of the remaining vacancies in the building and further the Healthcare Innovations Center vision: Valley Cities Counseling, a non-profit mental health counseling provider; Action for Health Food, a new non-profit focused on reducing obesity and chronic diseases; the College Success Foundation, a national foundation to assist young people pursuing higher education; the state's Chief Information Officer and two state legislators will establish district offices in the tower.

### **Seattle Central staff working to implement consultant recommendations to improve enrollment**

Dr. Pam Cox-Otto, the consultant hired in the spring to improve marketing and enrollment, has finalized her communications audit and competitor review report and Seattle Central staff are already busy implementing many of the recommendations made as a result of these audits.

In May, the Public Information Office launched a persistence campaign designed by Cox-Otto's team to encourage students to re-enroll for fall classes. Front-line staff are also in the process of implementing a new online "widget" that will help the college capture data from walk-in, phone or web inquiries. The information compiled by this new widget will allow the college to track and evaluate the results of marketing campaigns and to reach out to prospective students through the enrollment and registration process.

### **SVI**

#### **Graduate Employment Partnership with Swedish**

Seattle Vocational Institute is excited to announce a new agreement with Swedish Hospital and Medical Center that will greatly benefit Medical Assistant graduates. Swedish has been one of the chief employers of SVI graduates and departments are increasingly requesting SVI grads based on the high-level of relevant training and preparation. Bryan Rullan, Allied Health faculty, met with key personnel at Swedish and the meeting resulted in a plan to refer ten graduates per quarter directly to the human resources department to be interviewed and have an opportunity for employment.

### **Phlebotomy**

The Phlebotomy program will resume Summer Quarter with improvements designed to meet and exceed industry standards. The highly successful one quarter program was dedicated to presenting students with a wide-ranging skillset in venipuncture delivered in a practical, professional manner. With the expansion to two quarters, students will also be trained in the use and application of electrocardiograms (ECGs) which is required for certification for phlebotomists in Washington State.

**MEMORANDUM**

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.  
Chancellor

DATE: June 11, 2015

SUBJECT: Chancellor's Report

**Leadership Mission to Amsterdam and Brussels—May 16-22**

I recently participated in the 22nd International Leadership Mission to Amsterdam and Brussels. The mission—sponsored by the Trade Development Alliance and the Seattle Metropolitan Chamber of Commerce—provided me an opportunity to meet with top European leaders, actively promote our region, and learn from the successes of our international peers. While there, I was able to visit universities, Fulbright offices, and counseling centers in Belgium and the Netherlands.

I also signed an agreement with Al Akhawayn University in Ifrane, Morocco. The agreement provides for an Arabic language study-abroad site for our students, a source for Moroccan study-abroad students to come to Seattle, paid teaching positions for district ESL instructors who want to take a semester overseas, and a pathway for domestic and international students to transfer and complete their bachelor's degrees in Morocco.

**SCCtv**

SCCtv has taken on extra work with the Port of Tacoma. It is also contracted to videotape and stream commission meetings for the Port of Seattle. This month, the SCCtv crew was also asked to cover two of Port of Tacoma open houses.

**Legislative Update**

The Legislature concluded its first special session on May 28 and began a second session on May 29. There is little budget-negotiation activity. We are monitoring activity surrounding Pacific Tower, South Seattle's Cascadia Court, and the transportation budget in reference to the Northgate Pedestrian and Bicycle Bridge.

Seattle Central hosted Sen. Patty Murray and a small group of students to discuss the affordability of college today. Sen. Murray commented that she knows there is a movement toward community and technical colleges because of affordability, but she remains concerned that even two-year institutions are unaffordable for students.

State Reps. Sharon Tomiko Santos and Eric Pettigrew from the 37<sup>th</sup> legislative district toured SVI with Interim Dean Rebecca Kenney. They requested a list of what her needs for SVI might be.

**Chancellor's Advisory Council—May 27**

The third Chancellor's Advisory Council of the year had more than 16 members in attendance, including Steve Johnson, director of the Seattle Office of Economic Development; Seattle Public Schools Superintendent Larry Nyland; and Father Stephen Sundborg, president of Seattle University.

Andrew Lofton from Seattle Housing Authority provided an update on the Seattle Workforce Opportunities System, a pilot project designed to help public-housing residents and voucher holders increase self-sufficiency and meet their career goals. Seattle Colleges, the Workforce Development Council of Seattle-King County, Seattle Jobs Initiative, and the Financial Empowerment Network are working together in this partnership.

Keela Robison, former CEO of Urbanspoon and startup entrepreneur, gave a presentation on the Skills Needed for the Seattle Technology Workforce. Keela also facilitated an outstanding panel discussion with three IT executives from Zulily, Expedia, and Avvo at our districtwide management team meeting in mid-May. The panel highlighted the importance of teaching IT-related skills to fill the high-demand jobs in our region.

**Advancement Report**

Advancement continues its work with the colleges, campaign counsel, and volunteer leadership to drive forward the district campaign. They have submitted more than \$4.7 million in proposals centered on Pacific Tower, districtwide allied health scholarships, and scholarship support for underserved students.

**Thank-You Video**

Seattle Colleges is producing a thank-you video honoring people throughout the district. The video is a compilation of employees and students expressing gratitude for an element of their Seattle Colleges experience. We heard wonderful stories from a broad spectrum of people and look forward to sharing them over the next few months. The videos are part of a new effort to use the Internet and social media to build morale and tell the Seattle Colleges story. It is one component of our vision of a comprehensive district library of short videos featuring our people, places, and programs.

**MEMORANDUM**

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.  
Chancellor

DATE: June 11, 2015

SUBJECT: Chancellor's Report

**Leadership Mission to Amsterdam and Brussels—May 16-22**

I recently participated in the 22nd International Leadership Mission to Amsterdam and Brussels. The mission—sponsored by the Trade Development Alliance and the Seattle Metropolitan Chamber of Commerce—provided me an opportunity to meet with top European leaders, actively promote our region, and learn from the successes of our international peers. While there, I was able to visit universities, Fulbright offices, and counseling centers in Belgium and the Netherlands.

I also signed an agreement with Al Akhawayn University in Ifrane, Morocco. The agreement provides for an Arabic language study-abroad site for our students, a source for Moroccan study-abroad students to come to Seattle, paid teaching positions for district ESL instructors who want to take a semester overseas, and a pathway for domestic and international students to transfer and complete their bachelor's degrees in Morocco.

**SCCtv**

SCCtv has taken on extra work with the Port of Tacoma. It is also contracted to videotape and stream commission meetings for the Port of Seattle. This month, the SCCtv crew was also asked to cover two of Port of Tacoma open houses.

**Legislative Update**

The Legislature concluded its first special session on May 28 and began a second session on May 29. There is little budget-negotiation activity. We are monitoring activity surrounding Pacific Tower, South Seattle's Cascadia Court, and the transportation budget in reference to the Northgate Pedestrian and Bicycle Bridge.

Seattle Central hosted Sen. Patty Murray and a small group of students to discuss the affordability of college today. Sen. Murray commented that she knows there is a movement toward community and technical colleges because of affordability, but she remains concerned that even two-year institutions are unaffordable for students.

State Reps. Sharon Tomiko Santos and Eric Pettigrew from the 37<sup>th</sup> legislative district toured SVI with Interim Dean Rebecca Kenney. They requested a list of what her needs for SVI might be.

**Chancellor's Advisory Council—May 27**

The third Chancellor's Advisory Council of the year had more than 16 members in attendance, including Steve Johnson, director of the Seattle Office of Economic Development; Seattle Public Schools Superintendent Larry Nyland; and Father Stephen Sundborg, president of Seattle University.

Andrew Lofton from Seattle Housing Authority provided an update on the Seattle Workforce Opportunities System, a pilot project designed to help public-housing residents and voucher holders increase self-sufficiency and meet their career goals. Seattle Colleges, the Workforce Development Council of Seattle-King County, Seattle Jobs Initiative, and the Financial Empowerment Network are working together in this partnership.

Keela Robison, former CEO of Urbanspoon and startup entrepreneur, gave a presentation on the Skills Needed for the Seattle Technology Workforce. Keela also facilitated an outstanding panel discussion with three IT executives from Zulily, Expedia, and Avvo at our districtwide management team meeting in mid-May. The panel highlighted the importance of teaching IT-related skills to fill the high-demand jobs in our region.

**Advancement Report**

Advancement continues its work with the colleges, campaign counsel, and volunteer leadership to drive forward the district campaign. They have submitted more than \$4.7 million in proposals centered on Pacific Tower, districtwide allied health scholarships, and scholarship support for underserved students.

**Thank-You Video**

Seattle Colleges is producing a thank-you video honoring people throughout the district. The video is a compilation of employees and students expressing gratitude for an element of their Seattle Colleges experience. We heard wonderful stories from a broad spectrum of people and look forward to sharing them over the next few months. The videos are part of a new effort to use the Internet and social media to build morale and tell the Seattle Colleges story. It is one component of our vision of a comprehensive district library of short videos featuring our people, places, and programs.



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Mary Ellen O’Keeffe, *Interim Vice Chancellor*

**DATE:** June 11, 2015

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

### **Seattle Colleges & Seattle Public Schools Articulation Council**

A second articulation meeting was hosted by the Seattle Colleges on May 29. During this meeting representatives identified all the projects that the two groups are collaborating on and explored new ideas for collaboration. Subgroups were formed to explore dual enrollment expansion, shared use of space and preparing pathways from high school through community college for future Boeing employees.

### **District-wide Math meeting**

On May 28, math faculty from all three colleges came together with their deans to learn from each other about the changes that they are making in their math curricula, hear the preliminary findings from the Pathways to Completion grant including the second year accelerated developmental math outcomes and a proposed plan for the state on accelerated math. Math faculty from all three colleges attended and agreed to have quarterly meetings with the next meeting being fall quarter.

### **College for Working Adults**

The month of May focused on holding several meeting with a consultant, Charlie Earl, who is helping the colleges prepare a proposal to the City of Seattle. There is a strong interest on both the city and the college’s staff to build on our past partnerships and create a significant new initiative.

### **Management Team Meeting follow up**

Keela Robison, technology entrepreneur, led a very enthusiastic and informed panel of technology executives at our May Management Team Meeting. The executives represented Expedia, Zulily, and AVVO. The panelists provided several ways for the colleges to partner with the IT community and encouraged the college to reach out to the IT community for help in redesigning our programs to serve the IT community of workers.

### **Instruction Commission**

I attended the SBCTC quarterly meeting for chief academic officers for all 34 colleges. We heard a presentation from the SBCTC budget director on the new allocation model for state funding that will be implemented in the 2016-17 budget year. There was also a very impressive presentation by staff and (undocumented students) The Dream students in which they identified the challenges they face on our colleges.