



**SEATTLE
COLLEGES**

Central • North • South • SVI

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1500 Harvard Avenue, Seattle WA 98122-3803 | www.seattlecolleges.edu

SEATTLE COLLEGE DISTRICT BOARD OF TRUSTEES

November 12, 2015

STUDY SESSION

2:00 p.m.

President's Boardroom

South Seattle College
6000 16th AVE SW
Seattle, WA 98106

RSB 30

REGULAR SESSION

3:00 p.m.

President's Boardroom

South Seattle College
6000 16th AVE SW
Seattle, WA 98106

RSB 30

STUDY SESSION AGENDA

2:00 p.m.

2014-15 Districtwide Strategic Plan Update

Presenters: Mary Ellen O'Keeffe, Victor Kuo

Tab 7

2:30 p. m.

Student Success /Completion: Predictive Analytics

Presenters: Mary Ellen O'Keeffe, Victor Kuo

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. | WELCOME TO LAURA SAUNDERS, ACCT SEARCH CONSULTANT | |
| 3:10 p.m. | APPROVAL OF AGENDA ACTION | Tab 1 |
| 3:10 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. | |
| 3:25 p.m. | PRESENTATIONS

A. Partnership for Advanced Technology Apprenticeships in Manufacturing and Marine Engineering (PATAM ²)
<i>Presenters: Gary Oertli, SSC President; Holly Moore, Executive Dean, Georgetown Campus</i>

B. UW and Seattle Colleges Partnership
<i>Presenters: Gary Oertli, SSC President; Paul Rucker, University of Washington Associate Vice President for Alumni & Constituent Relations</i> | |
| 3:55 p.m. | RECOMMENDED BOARD ACTIONS ACTION

A. October 8, 2015 Meeting Minutes
C. Chancellor Pay Range
E. Charge to Chancellor Search Advisory Committee
F. Search Advisory Committee Members
G. WAC 132F-136-070 – Second and Final Reading | Tab 2
Tab 3
Tab 4
Tab 5
Tab 6 |
| 4:15 p.m. | INFORMATIONAL ITEMS

A. 2014-15 Districtwide Strategic Plan Update
B. Report from the Washington State Auditor's Office
C. Quarterly Financial Summary
D. WAC 132F-121, First Reading | Tab 7
Tab 8
Tab 9
Tab 10 |

4:50 p.m.

ORAL REPORTS

- A. Chancellor's Report
- B. Associated Student Body Presidents
 - 1. Ms. Sarah Baker, North Seattle College
 - 2. Mr. Nickey Mitchell, Seattle Central College
 - 3. Mr. Robert Andrew Ribaud, South Seattle College
- C. AFT Seattle Community Colleges
Ms. Annette Stofer
- D. Washington Federation of State Employees
Mr. Ty Pethe, President
- D. College Presidents and Vice Chancellors
 - 1. President Warren Brown, North Seattle College
 - 2. Interim President Sheila Edwards Lange, Seattle Central College
 - 3. President Gary Oertli, South Seattle College
- E. Board of Trustees
 - 1. Mr. Steve Hill, Chair
 - 2. Ms. Teresita Batayola, Vice Chair
 - 3. Mr. Jorge Carrasco
 - 4. Ms. Louise Chernin
 - 5. Ms. Carmen Gayton

5:00 p.m.

ADJOURNMENT

The next meeting of the Board of Trustees will be held on Thursday, December 10, 2015 at Seattle Colleges District Office Boardroom, 1500 Harvard Avenue, Seattle, WA 98122. 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.

MINUTES OF THE SEATTLE COLLEGE DISTRICT

BOARD OF TRUSTEES MEETING held Thursday, October 8, 2015 at Seattle Central College, 1701 Broadway, Seattle, 98122.

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

Trustees	Mr. Steve Hill, Chair Mr. Jorge Carrasco Ms. Louise Chernin Ms. Carmen Gayton
Chancellor	Dr. Jill Wakefield
Presidents/Vice Chancellors	Dr. Warren Brown, NSC Dr. Sheila Edwards Lange, SCC Dr. Rosie Rimando Chereunsap, SSC
Vice Chancellors	Dr. Kurt Buttleman Dr. Mary Ellen O'Keeffe Mr. Charles Sims
Advisory Representatives	Mr. Derek Edwards, AAG Ms. Annette Stofer Mr. Ty Pethe, WFSE Ms. Sarah Baker Mr. Nickey Mitchell Mr. Andy Ribaudó
Secretary	Ms. Rebecca Hansen
<u>ABSENT</u>	Ms. Teresita Batayola Mr. Gary Oertli

CALL TO ORDER

Chair Hill called the regular meeting to order at 3:14 pm

ROLL CALL

The secretary, Rebecca Hansen, called the roll.

INTRODUCTION OF VISITORS

Chair Hill welcomed the visitors. Visitors introduced themselves and included: Victor Kuo, Wai-Fong Lee, Josh Whorley, Bruce Genung, Nicole Frye, Rebecca Hartzler, Mark Jeffrey Rashika Davis, Marina Halverson, Heather Emlund, Laverne Lamoureux, Daniel Cordas, Lisa Gacer, Craig Bush, Rick Wong, Earnest Phillips, and Seattle Central College ASC members: Bereket Anshebo, Safira Ezani, Harold Glover and Morinh Williams.

APPROVAL OF AGENDA

Chair Hill asked for a motion to approve the agenda. **Trustee Carrasco made a motion to approve and Trustee Batayola Seconded. The motion carried 4-0.**

PUBLIC COMMENTS

Visitors were invited to address the board. There were no public comments.

WELCOME STUDENT LEADERS

Student representatives from each of the colleges introduced themselves.

PRESENTATIONS

A. Update on the tragedy involving North Seattle College students and staff

Chair Hill began the meeting by expressing his condolences for the victims and sadness surrounding the tragedy that occurred on September 24 and asking President Warren Brown for an update.

President Brown reported that 61 people were injured in the accident and 5 North Seattle College students were killed. The victims impacted came from 14 different countries and were taken to 8 hospitals in the city. President Brown said that a full review of the accident and the emergency response was underway. He and the leadership at North Seattle College are currently focused on working with families and bringing the community together to honor the dead while also serving those who survived the accident and welcoming students to fall quarter and the pursuit of their education.

President Brown expressed gratitude to the many people who rallied in support of the college and the victims. He noted that he was grateful for the assistance from the city's ethnic communities and the respectful way that many cultures and traditions that were brought together to honor the victims and their families. Counseling and Disability Support Services are available to students who were injured or impacted. President Brown noted that advisors,

counselors, faculty, staff and administrators are all playing important roles in helping the campus move forward. Fundraising for passengers in the crash is being coordinated through a United Way campaign.

Chancellor Wakefield commended President Brown and his team at North for their handling of this crisis. The priority has been taking care of the students, their families and each other during and in the recovery from the tragedy.

Trustee Chernin expressed how shocking and upsetting the initial news was and how impressed she has been with the leadership's genuine compassion during a time of tragedy. Trustee Chernin stated that she was proud to be a part of the Seattle Colleges system.

Trustee Carrasco represented the board at the vigil that was held at North Seattle College. He said that it was a moving experience to see the community, college leadership and students come together.

Chair Hill echoed the feeling of pride and admiration for the leadership at North.

B. Preparing Students for 21st Century Work as Scientists and Engineers: Capstone and Undergraduate Research Experiences at Seattle Central College

Chancellor Wakefield introduced Dr. Edwards Lange who in turn invited Rebecca Hartzler, Marina Halverson, Josh Whorley, Shanika Davis, Nicole Frye and Mark Jeffrey to the podium.

Faculty began by introducing the Ready, Set, Transfer! (RST!) program at Seattle Colleges and noted that only twenty 2-year colleges have received this grant and only two 2-year colleges have participated as an undergraduate research Site for Marine Science Research. Each college in the district has its own RST! program and more than 600 students are enrolled district-wide. The program concludes with a capstone undergraduate research or design-build project. Three students shared the work they are doing as part of the program. Shanika Davis, a 3rd year student studying aerospace engineering and computer science, shared information about her rocketry project and Nicole Frye and Mark Jeffrey, a student research team, shared their research on the environmental impacts of combined sewer overflows.

CHANCELLOR SEARCH FIRM SELECTION

ACCT and Gold Hill were interviewed during the open study session before the regular board meeting. Craig Bush, Director of Purchasing, announced the results of the RFP scoring. ACCT received the highest score.

Trustee Batayola made a motion to approve moving forward with the contract with ACCT and Trustee Chernin Seconded.

Jorge Carrasco suggested additional due diligence on which consultants from ACCT will work most closely with the district.

The motion passed 4-0.

APPROVAL OF SEPTEMBER 10, 2015 MEETING MINUTES

The board reviewed the minutes. **Trustee Carrasco made a motion to approve and Trustee Chernin Seconded. The motion carried 4-0.**

TENDER OF GIFTS

The board reviewed gifts made to the district. **Trustee Chernin made a motion to approve and Trustee Carrasco Seconded. The motion carried 4-0.**

PROPOSED BUDGET FOR 2015-16

Dr. Kurt Buttleman presented the \$209 million dollar budget for 2015-16 and asked for the board's approval. Dr. Buttleman outlined the \$128 million operating budget and the other sources of funds that augment that budget. Looking ahead, the district is planning for a \$4 million reduction when the new allocation model is implemented.

The college presidents shared their campus budget processes and some of the significant considerations and changes in their budgets for the coming year.

The board thanked Dr. Buttleman for his work.

Trustee Chernin made a motion to approve the 2015-16 budget and Trustee Carrasco Seconded. The motion carried 4-0.

RECOMMENDED APPROVAL OF TENURE

The board considered tenure for Pamela Wilkins, Library faculty at South Seattle College. **Trustee Batayola made a motion to approve and Trustee Carrasco Seconded. The motion carried 4-0.**

POLICY 249 – SECOND AND FINAL READING

Trustees reviewed revisions to the "Drug Free Environment" policy. **Trustee Chernin made a motion to approve and Trustee Batayola Seconded. The motion carried 4-0.**

POLICIES 300, 305, 311, 315, 332, 345, 355, 360, 365 – SECOND AND FINAL READING

The board reviewed a group of student services policies. **Trustee Carrasco made a motion to approve and Trustee Batayola Seconded. The motion carried 4-0.**

POLICY 420 – SECOND AND FINAL READING

The board reviewed a new policy related to "Domestic Violence Leave." **Trustee Batayola made a motion to approve and Trustee Carrasco Seconded. The motion carried 4-0.**

BUILDING AND S&A FEE WAIVER FOR ACTIVE DUTY MILITARY IN TUITION ASSISTANCE PROGRAM

The board reviewed a proposal to waive building and student activity fees for Active Military students who are eligible for the Department of Defense tuition reimbursement program. **Trustee Carrasco made a motion to approve the fee waiver and Trustee Batayola Seconded. The motion carried 4-0.**

INFORMATIONAL ITEMS

A. Workforce Diversity Annual Report

The District Strategic Plan calls for employees to reflect the diversity of the broader community. Charles Sims, Chief Human Resources Officer, presented the Workforce Diversity Annual Report. The report shows that Seattle Colleges is a statewide leader in hiring diverse employees. Mr. Sims highlighted Full-Time (FT) faculty gains and talked about Part-Time (PT) faculty as an area for partnership with UW and other institutions to attract diverse graduate students to come teach at Seattle Colleges. Mr. Sims said that he looked forward to continuing work with AFT to identify and eliminate institutional barriers for diverse applicants.

Ms. Anette Stofer, AFT President, inquired about Part-Time faculty turnover and whether the district can gather more data on PT faculty of color. Given the limitations of the self-reported data among this very mobile group, she suggested exit interviews as an option for gathering anecdotal data.

B. External Community Survey

Dr. Victor Kuo and Mr. Earnest Phillips presented an overview of the external community survey project. They outlined the purpose and objectives as well as the implementation plan and timeline. Washington State University was selected to conduct a survey and as the survey is designed, the board will be invited to give input.

Dr. Kuo also gave a brief demonstration of the data dashboard project. The demo gave a snapshot of the types of data that will be tracked in the dashboard and the ways users can sort and view the information. A more in-depth presentation of the dashboard is planned for the November board meeting.

Trustee Chernin commented on collecting additional data on gender identity and asked how the colleges are collecting that information.

ORAL REPORTS

A. Associated Student Body Presidents

Mr. Andy Ribaldo from South Seattle College reported that USA recently joined WACSA, a state-wide organization for student leadership. He said that student advocacy will focus on redefining basic education from K-12 to K-14 and lowering textbook prices and encouraging use of open source materials. Mr. Ribaldo also presented a poster to President Brown that was created at a vigil held on the South Seattle College campus and contained notes of support and remembrance for the victims and the community moving forward.

Mr. Nickey Mitchell from Seattle Central College ASC reported that a proactive leadership team has been named. One of his goals for the year is to unite leadership across the state and he is going to try to visit all of the community colleges.

AFT Seattle Community Colleges (AFT)

Ms. Annette Stofer expressed condolences to the students and staff at North Seattle College and announced that the AFT Executive Board voted in support of contributing to the United Way fund for the victims.

Washington Federation of State Employees (WFSE)

Mr. Ty Pethe reported that classified staff largely felt encouraged to attend Convocation and President's Day events. He announced that training was underway for the new contract and that Local 34 elections are scheduled for later in October. He distributed a draft resolution in support of geographic pay and reported that the statewide union passed important diversity & equity resolutions.

College Presidents

Dr. Sheila Edwards Lange, Interim President at Seattle Central College, reported that she recently hired Mr. Bruce Riveland as the Vice President for Administration. Further leadership stabilization is underway as the Vice President for Student Services search has been launched and the Executive Dean for Workforce Search will commence soon.

Dr. Warren Brown, President at North Seattle College reported that of the 10 bus accident victims still in area hospitals, 6 are students. Support for them and their families is ongoing. He also reported that the college selected an architect for the Capital Projects Request and the deadline for submission is January 2016.

Dr. Rosie Rimando, Vice President for Student Services at South Seattle College, represented the college in President Oertli's absence. Dr. Rimando reported that enrollment at South was ahead of last year for fall quarter. President Oertli has been invited to Kalamazoo to present on the 13th Year Scholarship.

ADJOURNMENT

The meeting adjourned at 5:23pm.

The next meeting of the Board of Trustees will be held on Thursday, November 12 at South Seattle College, 6000 16th Avenue SW, Seattle 98106.

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.

APPROVED BY:

Steve Hill, Chair

Date

MEMORANDUM

TO: Seattle Colleges Board of Trustees
FROM: Steve Hill, Chair
DATE: November 12, 2015
SUBJECT: Chancellor Pay Range

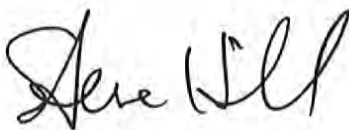
Background

At a session at the recent ACCT Conference, our search consultants gave advice to the participants that a salary range for a President or Chancellor should be determined by the Trustees at the beginning of the process, not at the end. This range would not be published in the Position Profile, but would be used by ACCT as they recruit and advise candidates.

Recommended Action

I recommend that the Seattle College District Board of Trustees set the chancellor pay range at \$250,000 – \$300,000 annually.

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



Steve Hill
Board Chair

SCD EXEMPT SALARY SYSTEM

	<u>Minimum</u>	<u>Band 2</u>	<u>Band 3</u>	<u>Midpoint</u>	<u>Band 4</u>	<u>Band 5</u>	<u>Maximum</u>
140	\$ 92.86	\$ 99.49	\$ 106.13	\$ 110.55	\$ 114.97	\$ 121.60	\$ 128.24
	\$ 16,096	\$ 17,246	\$ 18,395	\$ 19,162	\$ 19,928	\$ 21,078	\$ 22,228
	\$ 193,152	\$ 206,948	\$ 220,745	\$ 229,942	\$ 239,140	\$ 252,937	\$ 266,733
137	\$ 75.63	\$ 81.03	\$ 86.44	\$ 90.04	\$ 93.64	\$ 99.04	\$ 104.44
	\$ 13,110	\$ 14,046	\$ 14,982	\$ 15,607	\$ 16,231	\$ 17,167	\$ 18,104
	\$ 157,315	\$ 168,552	\$ 179,788	\$ 187,280	\$ 194,771	\$ 206,008	\$ 217,244
136	\$ 70.48	\$ 75.51	\$ 80.55	\$ 83.90	\$ 87.26	\$ 92.29	\$ 97.33
	\$ 12,216	\$ 13,089	\$ 13,962	\$ 14,543	\$ 15,125	\$ 15,998	\$ 16,870
	\$ 146,596	\$ 157,067	\$ 167,539	\$ 174,519	\$ 181,500	\$ 191,971	\$ 202,442
135	\$ 65.60	\$ 70.28	\$ 74.97	\$ 78.09	\$ 81.22	\$ 85.90	\$ 90.59
	\$ 11,370	\$ 12,182	\$ 12,995	\$ 13,536	\$ 14,078	\$ 14,890	\$ 15,702
	\$ 136,444	\$ 146,190	\$ 155,936	\$ 162,433	\$ 168,931	\$ 178,677	\$ 188,423
134	\$ 60.97	\$ 65.32	\$ 69.68	\$ 72.58	\$ 75.49	\$ 79.84	\$ 84.20
	\$ 10,568	\$ 11,323	\$ 12,078	\$ 12,581	\$ 13,084	\$ 13,839	\$ 14,594
	\$ 126,817	\$ 135,876	\$ 144,934	\$ 150,973	\$ 157,012	\$ 166,070	\$ 175,129
133	\$ 56.58	\$ 60.62	\$ 64.66	\$ 67.35	\$ 70.05	\$ 74.09	\$ 78.13
	\$ 9,806	\$ 10,507	\$ 11,207	\$ 11,674	\$ 12,141	\$ 12,842	\$ 13,542
	\$ 117,676	\$ 126,082	\$ 134,487	\$ 140,091	\$ 145,694	\$ 154,100	\$ 162,505
132	\$ 52.41	\$ 56.16	\$ 59.90	\$ 62.40	\$ 64.89	\$ 68.64	\$ 72.38
	\$ 9,085	\$ 9,734	\$ 10,383	\$ 10,816	\$ 11,248	\$ 11,897	\$ 12,546
	\$ 109,020	\$ 116,808	\$ 124,595	\$ 129,786	\$ 134,978	\$ 142,765	\$ 150,552
131	\$ 48.47	\$ 51.93	\$ 55.39	\$ 57.70	\$ 60.01	\$ 63.47	\$ 66.93
	\$ 8,401	\$ 9,001	\$ 9,601	\$ 10,001	\$ 10,401	\$ 11,001	\$ 11,601
	\$ 100,810	\$ 108,010	\$ 115,211	\$ 120,011	\$ 124,812	\$ 132,012	\$ 139,213
130	\$ 44.73	\$ 47.93	\$ 51.12	\$ 53.25	\$ 55.38	\$ 58.58	\$ 61.77
	\$ 7,754	\$ 8,307	\$ 8,861	\$ 9,231	\$ 9,600	\$ 10,154	\$ 10,707

ADMINISTRATIVE AND MID-LEVEL PROFESSIONAL SALARY SURVEY

2015

100000 Chief Executive Officer, Systems

President. Directs all affairs and operations of a higher education system or district. Each subordinate campus has its own President, Chancellor or Provost, administrative offices and independent programs.

College/District	Annualized Salary	Years of Service in		Reporting Relationship
		Present Position	Substantial Other Duties	
Pierce District	217,960	10		Board
Seattle District	238,960	7		Board
Spokane District	210,000	4		Board
2015 Average	222,307	2014 Average	209,537	

101000 CEO, Single Institution or Campus in a System

President or Chancellor. Directs all affairs and operations of a higher education institution or of a campus within a system.

College/District	Annualized Salary	Years of Service in		Reporting Relationship
		Present Position	Substantial Other Duties	
Bates	181,000	3		Board
Bellevue	220,000	2		Board
Bellingham	170,723	4		Board
Big Bend	185,000	2		Board
Cascadia	191,475	5		Board
Centralia	187,000	1		Board
Clark	182,886	9		Board
Clover Park	170,000	2		Board
Columbia Basin	200,850	7		Board
Edmonds	210,000	4		Board
Everett	210,000	8		Board
Grays Harbor	185,000	11		Board
Green River	200,000	5		Board
Highline	213,000	9		Board
Lake Washington	200,000	3		Board
Lower Columbia	178,880	4		Board
North Seattle	190,000	1		CEO
Olympic	198,641	13		Board
Peninsula	175,000	3		Board
Pierce Ft. Steilacoom	165,554	9		CEO
Pierce Puyallup	165,000	2		CEO
Renton	195,000	6		Board
Seattle Central	190,000	4		CEO
Shoreline	200,000	1		Board
Skagit Valley	200,000	3		Board
So. Puget Sound	185,000	2	Y	Board
South Seattle	190,000	5		CEO
Spokane	165,000	8		CEO
Spokane Falls	165,000	3		CEO
Tacoma	225,000	0		Board
Walla Walla	188,000	21		Board
Wenatchee Valley	198,000	10	Y	Board
Whatcom	178,500	8		Board
Yakima Valley	176,827	20		Board
2015 Average	189,304	2014 Average	184,111	
Median	189,000	Median	185,000	

ACCT provided the following salary information from publicly available sources:

1. The CUPA (College and University Personnel Association) survey of executive salaries for the unweighted median salary for the Chief Executive Officer in two year colleges in 2014-15 is \$ 298,700.
2. The top of the Seattle District exempt salary band is \$266,733.
3. Chancellor Wakefield's current salary is \$246,000.
4. Chancellor of the Pierce District as of March 15 is \$217,960.
5. Chancellor of the Spokane District as of March 15 is \$210,000.
6. The Chancellor of the Portland District has a base salary of \$205,000 with a 8% annuity amount, and allowances for monthly expenses, auto, housing, connectivity and a retention allowance.
7. City Colleges of San Francisco have a pay range of 222,151to 334,400. They are without a permanent president now.
8. The Chancellor of Pima Community College also in Arizona has a salary of 290,000.

MEMORANDUM

TO: Seattle Colleges Board of Trustees
FROM: Steve Hill, Chair
DATE: November 12, 2015
SUBJECT: Charge to the Chancellor Search Advisory Committee

Background

The recommended Charge to the Search Advisory Committee is based on the search process discussion at the September 2015 Board of Trustees meeting and advice from our search consultant, ACCT. The Charge is intended to engage the Committee in a number of key aspects of the search while maintaining the Trustees governance role to select and hire a Chancellor.

Recommended Action

I recommend that the Seattle College District Board of Trustees vote to approve the proposed Charge to the Chancellor Search Advisory Committee.

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



Steve Hill
Board Chair



Charge to the Chancellor Search Advisory Committee

The Search Advisory Committee's purpose is to support Board of Trustees in drafting the Chancellor Profile, recruiting candidates, screening applicants, and recommending a finalist pool.

Membership

- The Committee will be appointed by the Board of Trustees and include the Board Chair, Vice Chair, and 10-12 others from the Colleges and Community.

Role of the Advisory Committee

- Support the Search Consultant in drafting the Position Profile by providing input and engaging stakeholders and community in identifying key requirements. The Position Profile is subject to review, modification and approval by the Board of Trustees.
- Assist in the recruitment of a strong and diverse candidate pool following committee protocols, Equal Opportunity guidelines, and District Human Resource Policies.
- Screen applications to select candidates to be interviewed by the Search Advisory Committee.
- Interview Candidates and recommend 3-5 Candidates for consideration by the Board of Trustees. The Board may add others to the finalist pool.
- Support the Colleges, Board and Search Consultant in hosting final candidates in their visits and public forums.
- Support the transition, orientation and success of the new Chancellor.

Expectations of Advisory Board members

- Attend, in person, and fully participate in 3 meetings:
 - December 1, from 9am to 1pm
 - February 1, all day
 - February 17 & 18, all day both days
- Maintain strict confidentiality with regard to candidates, applications, and nominees for the position.



Central • North • South • SVI

OFFICE OF THE CHANCELLOR

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388
1500 Harvard Avenue, Seattle WA 98122-3803 | www.seattlecolleges.edu

MEMORANDUM

TO: Seattle Colleges Board of Trustees
FROM: Steve Hill, Chair
DATE: November 12, 2015
SUBJECT: Approval of Chancellor Search Advisory Committee

Background

The recommended search advisory committee is composed of individuals nominated by board members, the Chancellor and district union leadership. A number of factors were considered to make the group representative of the colleges and community while managing the overall size of the group.

All recommended candidates understand the commitments related to participation and have agreed to serve.

Recommended Action

I recommend that the Seattle College District Board of Trustees vote to approve the recommended membership of the Chancellor Search Advisory Committee.

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

Steve Hill
Board Chair

Seattle Colleges Chancellor Search Advisory Committee

Invitations extended and accepted

1. Steve Hill, Chair, Board of Trustees
2. Teresita Batayola, Vice Chair, Board of Trustees
3. Sarah Baker, Student Body President, North Seattle College
4. Warren Brown, President, North Seattle College
5. Christa Colouzis, Environmental, Health and Safety Manager, South Seattle College
6. Malcolm Grothe, Associate Vice Chancellor, District Office
7. Ty Pethe, President WFSE Local 305 & Program Coordinator, Seattle Central College
8. Annette Stofer, President Seattle Colleges AFT & Faculty, South Seattle College
9. Michael Taylor, Faculty, Seattle Central College
10. Michael Brown, Vice President, Community Programs, The Seattle Foundation
11. Veronica Gallardo, Director, ELL and International Programs at Seattle Public Schools
12. Jill Mackie, Senior Vice President, Public Affairs, Vigor
13. Sandra Madrid, Special Assistant to the Vice President for Minority Affairs/Vice Provost for Diversity at UW
14. Erin Okuno, Executive Director, Southeast Seattle Education Coalition
15. Frieda Takamura, Human and Civil Rights Program Coordinator at the Washington Education Association.

Seattle Colleges

Chancellor Search Advisory Committee

Community Member Nominee Bios

November 3, 2015

Michael Brown

Vice President, Community Programs at The Seattle Foundation

Summary

Michael Brown is the Vice-President of Community Programs at The Seattle Foundation. Michael oversees the Foundation's community impact efforts, strategic grantmaking initiatives, convening activities, and plays a lead role with the Foundation's impact investing program. From 1997 to 2000, Michael served as a legislative aide to City of Seattle Councilmember Richard McIver. Michael also served as Deputy Director for the Washington Association for Community Economic Development, a non-profit organization that provided training and technical assistance to statewide community-based development organizations. A native of New Orleans, Michael received his Master of Public Administration from the University of Washington and his Bachelor of Arts in Political Science from Loyola University (New Orleans). Michael is board member of Building Changes, Impact Capital, the King County Housing Authority, and the Washington State Budget and Policy Center. Michael is also an American Marshall Memorial Fellow and a graduate of Leadership Tomorrow.

Experience

Vice President, Community Leadership at The Seattle Foundation

January 2001 - Present (14 years 11 months)

Legislative Aide for Councilmember McIver at Seattle City Council

March 1997 - December 2000 (3 years 10 months)

Skills & Expertise

Non-profits

Strategic Planning

Program Development

Public/private Partnerships

Program Evaluation

Organizational Development

Team Building

Public Speaking

Strategic Communications

Project Management

Leadership Development

Education

University of Washington

MPA, Public Administration, 1993 - 1995

Loyola University New Orleans

Political Science, Business Administration, 1988 - 1992

Veronica Maria Gallardo Biography

Veronica M. Gallardo was born in Washington State in the Yakima Valley. Veronica's family came to the Yakima Valley as migrant farm workers and quickly became members of a richly diverse Mexican, Mexican-America community. A fluent Spanish speaker, Veronica is passionate about language acquisition and language development and an advocate on behalf of English Language Learners, migrant, and refugee students and families.

Veronica was a University of Washington Presidential Scholar and received her Master's in Teaching from the University of Washington in 1997. She began her professional career in teaching that same year, at Woodin Elementary in the Northshore School District. During her seven years in the NSD she assumed increasing levels of responsibility, from teacher, lead community outreach for Latino families, to building leadership team member and district instructor for Developing Mathematical Ideas.

For four years Veronica was a principal at Wedgwood Elementary in Seattle Public Schools. In addition to being a principal, she was a district data team leader, SEA/SPS Professional Development Steering Committee and a member of the University of Washington Educational Leadership and Policy Studies Leadership for Learning. Veronica also served as a member of the State Bilingual Education Advisory Committee for the past eight years. Currently, Veronica is a member of Superintendent Dr. Larry Nyland's cabinet, a member of the Equity and Race Committee, Road Map Sponsor Committee and ELL Committee and annually consults for the Council of Great City Schools in support of large urban districts in need of ELL expertise.

As of July 1, 2008, Veronica is the Director of the department of English Language Learners and International Programs for Seattle Public Schools, serving the largest bilingual student population in Washington State.

Veronica is currently working on her Doctorate in Urban Education Leadership, Columbia University, Teachers College, with an expected graduation date of December 2016. She received a Masters degree in Leadership and Policy, Columbia University, Teachers College, a Masters in Teaching, a principal endorsement and a Bachelor degree from the University of Washington.

Jill Mackie

Senior Vice President of Public Affairs

Summary

More than 20 years experience in local, state and federal government relations, policy advocacy, public affairs, and strategic communications. Progressive levels of leadership and oversight. Areas of expertise include newspaper industry, resource industries, independent businesses, policy advocacy, strategic communication planning and execution including litigation support. Current Board Service - Executive Committee, Greater Seattle Area Chamber of Commerce, Wellspring Family Services, Allied Daily Newspapers of Washington. Areas of personal interest: global relief and development, public education policy. Objective - to make a meaningful, positive contribution in all areas of involvement

Specialties

tax legislation, media regulation, open government, environmental and trade, land use, strategic communications, newspaper industry

Experience

Senior Vice President of Public Affairs at Vigor, LLC

October 2015 - Present (2 months)

VP, Public Affairs at The Seattle Times Co.

2005 - October 2015 (10 years)

Strategic communications, policy advocacy, executive leader, local, state and federal government relations

Director, External Affairs at The Seattle Times

1999 - 2005 (6 years)

Developed and led company efforts with regard to local, state and federal government relations and policy advocacy.

Vice President, External Affairs & Human Resources at Pacific Lumber & Shipping

1995 - 1999 (4 years)

Director, External Affairs at Pacific Lumber & Shipping Co

1988 - 1995 (7 years)

oversaw state and federal government relations, corporate communications

Skills & Expertise

Newspaper

Land Use
Regulations
Open Government
Corporate Communications
Public Affairs
Leadership
Grassroots Organizing
Crisis Communications
Politics
Media Relations
Reputation Management
Executive Management
Public Policy
Internal & External Communications
External Liaison
Strategic Communications
Family Business
Tax Policy
Forest Products
Public Relations
Political Campaigns
Coalitions
Message Development
Newspapers

Education
Seattle Pacific University
BA, Sociology

Sandra Madrid, PhD

Special Assistant to the Vice President for Minority Affairs/Vice Provost for Diversity at UW (part-time)

Experience

Special Assistant to the Vice President for Minority Affairs/Vice Provost for Diversity (part-time) at University of Washington

September 2013 - Present (2 years 3 months)

Senior Advisor to the Dean at University of Washington School of Law

August 2009 - August 2013 (4 years 1 month)

Assist the Dean in achieving school's goals in the areas of diversity and in community engagement.

Assistant Dean for Students and Community Development at University of Washington School of Law

1989 - 2009 (20 years)

Dean of students for approximately 550 JD students. Supervised student service departments. Oversaw student-related activities and programs. Director of Personnel for 14 years. Served as liaison to external organizations including local minority bar associations and local bar association diversity committees.

Skills & Expertise

Community Outreach

Public Policy

Public Speaking

Nonprofits

Grant Writing

Fundraising

Program Development

Community Development

Non-profits

Leadership Development

Volunteer Management

Leadership

Policy

Event Planning

Higher Education

Career Counseling

Teaching

Education

Colorado State University-Pueblo

Bachelor of Arts (B.A.), English Language and Literature, General

Activities and Societies: May 2007 Commencement Speaker

University of Washington

Doctor of Philosophy (Ph.D.), Curriculum and Instruction

University of Washington

Master of Arts (M.A.), Reading and Language Arts/Education

Interests

Currently serve on the boards of YWCA Seattle/King/Snohomish; United Way of King County (serving as one of the Co Chairs for the 2014-15 Campaign); Seattle Children's Hospital and Seattle Art Museum

Erin Okuno

2312 S Lander St. | Seattle, WA 98144 | erin.okuno@gmail.com | 206-719-8488

PROFILE

- Track record of leading and working in partnership with early learning and youth development providers, grassroots partners, systems level organizations, and coalitions.
 - Extensive experience managing contracts and working with partners to improve performance and child outcomes.
 - History of collaborating and looking for unique ways to build partnerships to meet organizational goals.
 - Adept at managing multiple priorities simultaneously.
-

PROFESSIONAL EXPERIENCE

Education Experience

- Comprehensive experience in the education sector including K-12, early learning, and partnering with higher education and community based non-profits.
- Extensive experience working with communities of color, underserved and overlooked communities, rural and remote, and grassroots communities to bring resources and improve child and community outcomes.
- Lead a place-based coalition of over fifty organizations, schools, faith based organizations, union, parents/caregivers, and educators to advocate for equitable changes in SE Seattle.
- Strong understanding and work around educational equity, race and social justice, and putting the principles of equity into practice.
- Use metrics and information (qualitative and quantitative data) to evaluate programs and make adjustments to meet program goals and maximize resources.
- Worked at both the systems level and grassroots communities to build infrastructure and relationships in the hope of improving graduation rates and child outcomes.
- Building strong relationships with school district partners to support and advocate for change.
- Created a TEDx event around early learning, to introduce a multi-disciplined and holistic way of thinking about children and education. The event featured 12 speakers and 250 guests.

Diversity, Equity, Cultural Competency, and Outreach Experience

- Started a partnership with the University of Washington's Center for Child & Family Well-Being to bring cutting-edge research to practitioners, policymakers, and philanthropist. Topics focused on poverty, social-emotional development, and reaching the most-at-risk families.
- Created a fellowship program to identify and provide leadership training to up and coming grassroots leaders. The program focused on recruiting a diverse group of leaders and promoting equity through lessons and practices.
- Experience building coalitions with diverse participants and working to build consensus within the coalition.
- Developed the Fakequity (fake-equity) chart to demonstrate levels of equity, blog about equity at fakequity.wordpress.com. Present about equity and fakequity at conferences and trainings.

Administrative Experience

- Manage and lead a non-profit organization.
- Work with a leadership body to sustain and grow an organization.
- Briefed the Executive Director and Board of Directors on policy matters, budget, and advised on proposed program direction.
- Supervise a team of three, and additional volunteers.
- Worked closely with the communications department to ensure that department had the information they needed to talk about the work.

- Led strategic planning efforts and worked with multiple departments to write a comprehensive organizational strategic plan.
 - Manage a non-profit budget and supervise resource generation.
-

EMPLOYMENT

Southeast Seattle Education Coalition, Seattle, WA
Executive Director, September 2014 – Present

Okuno Consulting, Seattle, WA
Principal, January 2013 – Present

- Clients include: Friends of the Children, Somali Youth & Family Club, Equity Matters, Blanford for Seattle Schools, PALS Doulas

Foundation for Early Learning, Seattle, WA
Program Officer, March 2008 – June 2012 (hired as a Program Manager)

VOLUNTEER AND CIVIC ENGAGEMENT

University of Washington, Seattle, WA
Advisory Board, Certificate of Early Childhood Leadership, Fall 2009–Present

Social Venture Partners, Seattle, WA
Brainerd Fellow, Education Collective Action Team Committee and Diversity and Equity Committee
August 2009– Present

Neighborhood House, Seattle, WA
Board of Directors, December 2010–Present

- Chair of the Board Development committee

PUBLICATIONS

Blog posts

Collective Impact Forum:

- 6 Steps to Take When You've Been Equity Bombed
- Dodging Equity Bombs and Avoiding "Fakeequity"

Fakequity (fake equity) blog:

- Fakequity.wordpress.com
-

EDUCATION

Seattle University, June 2007

- Masters of Public Administration
- GPA 3.97
- Member of Pi Alpha Alpha honor society

Seattle University, June 2000

- Bachelor degree in Public Administration
- Minors in Political Science and Social Work

REFERENCES

- References available upon request.

Frieda Takamura Bio

Frieda Takamura was a junior high and high school teacher for nearly twenty years before becoming the Human and Civil Rights Program Coordinator at the Washington Education Association. After retiring from her education career, she was a Board Member and the Education Chair of the Washington State Commission on Asian Pacific American Affairs. Currently she serves as the Asian Community representative on the Washington State Education Opportunity Gap Oversight and Accountability Committee which she co-chairs. Frieda also volunteers and works with a number of community based groups and organizations like the Wing Luke Asian Museum and the Puget Sound Advocates for Retirement Action.

MEMORANDUM

To: Board of Trustees

From: Kurt Buttleman, Vice Chancellor for Finance and Technology

Date: November 12, 2015

SUBJECT: Second Reading - WAC 132F-136-070 Control of Pets in College Facilities

Background

The attached WAC revisions will update the policy relating to the Control of Pets in College Facilities with the following changes:

- Updates the language so that it is in compliance with state and federal law
- Allows for the presence of guide dogs and service animals as provided in RCW 70.84
- Allows for the presence of pets prescribed as an accommodation for a disability

This proposal was filed with the Office of the Code Reviser and was the subject of a Public Rulemaking Hearing held on October 7, 2015. Comments received are attached.

The proposed WAC is being presented to the Board of Trustees for a Second Reading. Following Board of Trustees approval, a CR-103 will be filed with the Office of the Code Reviser and will be posted for 31 days. After the 31 day waiting period, the rule will become law.

Recommendation

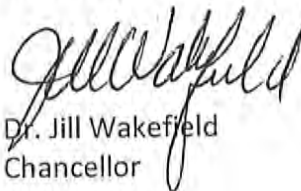
It is recommended that the Board adopt the revisions to WAC 132F-136-070.

Submitted By:



Kurt Buttleman
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield
Chancellor

AMENDATORY SECTION (Amending Order 35, filed 11/21/77)

WAC 132F-136-070 Control of pets in college facilities. ((Pets are not permitted in campus buildings or on the grounds except guide dogs for the totally or legally blind persons as provided in chapter 70.84 RCW (the white cane law).)) Pets on the grounds of the Seattle Colleges shall be in the physical control of their owner in accordance with Seattle Municipal Code 18.12.080 (Animals running at large prohibited) at all times.

Animals, except for service animals, are prohibited from entering buildings operated by the Seattle Colleges.

These provisions do not apply to guide dogs and service animals as provided in chapter 70.84 RCW or medically prescribed as an accommodation for a disability.

Name	Affiliation	Type	Comment	Summary
Elizabeth Kronoff	SCC/Sr. Research Analyst	emailed	<p>Hello, I have some comments regarding the language used in the proposed changes to the SCD WAC. Specifically, the code is to read: Pets on the grounds of the Seattle Colleges shall be in the physical control of their owners in accordance with the Seattle Municipal Code 18.12.080 (Animals running at large prohibited) at all times. First of all, I think that without opposable thumbs, it will be very hard for some pets to be in the physical control of their owners. They cannot even hold a leash. More worrisome is the possibility that some dogs in particular might take advantage of this statute to encourage their owners to run through fountains, chase small wildlife, steal random people's sandwiches, and other behavior that could disturb the peace. I suggest that instead, we recommend that animals be under the control of their owners, i.e. on a leash, in arms, in a cage or carrier, or otherwise directly physically controlled by the owner. Also, it is easier to find a leash that will fit a dog, than vice-versa. Thank you for taking the time to listen to our comments. Kind regards, Elizabeth</p>	<p>Syntax issue. Recommends changing language from "in the physical control of their owners" to "under the control of their owners".</p>
Chris Sullivan	SCC/Dean	emailed	<p>My question is in regard to the programs which may affiliate with animals. For example, pet photography is hugely popular and some of our students pursue this while using the studio (and they also have a fundraiser where faculty and staff can bring their pets and have photographs taken)? Another example may be SCCtv who might be creating a spot on humane treatment of animals, requiring in-studio contact. For that matter, some individuals may want cosmetology to groom their pets (this one might be a stretch, but an example nonetheless.)</p>	<p>Mainly concerned that language in policy is too restrictive. For example: pets brought in for pet photography class, pets featured on SCCtv for the human treatment of animals, grooming in cosmetology</p>
Kayoko Mathews	SCC/Program Coordinator	emailed	<p>Having clear signage that we can point to when students bring in pets will be extremely useful in enforcing this policy.</p>	<p>In support of this policy change. Recommends clear signage for pets allowed.</p>
Diane E. Gherman	SCC	emailed	<p>Generally comments are dissents. This is a [sic] great to have this articulated. Service animals of many kinds significantly raise the quality of life for those with disabilities. In many instances their service animal is what makes attending colleges possible.</p>	<p>in support of this policy</p>

MISSION

The Seattle Colleges
will provide excellent, accessible
educational opportunities to prepare
our students for a challenging future.

VISION

*The Seattle Colleges
will be learning-centered*

- in providing high-quality and innovative education
- in preparing our students for success and lifelong learning

VALUES

- We value teaching & learning
- We value students
- We value diversity
- We value partnerships

GOALS

GOAL 1: *Student Success*—

Increase student learning and achievement.

GOAL 2: *Partnerships*—

Build community, business and educational partnerships.

GOAL 3: *Innovation*—

Increase innovation and improve organizational effectiveness

Update on the District-wide 2010-2017 Strategic Plan

Board of Trustees | Thursday, November 12, 2015

2014-15 Status Report

BACKGROUND

The 2010-2017 District-wide Strategic Plan, approved by the Seattle Colleges Board of Trustees in September 2010, sets strategic direction for the district and colleges. The plan states the District's mission, vision, and core values, and identifies three strategic goals focusing on student success, partnerships, and innovation.

Each of the three goals has a set of strategic objectives that the District will accomplish by 2017. Tied to each strategic objective is one or more performance measures for determining whether, and to what extent, each strategic objective has been achieved.

This report provides a 2014-15 year end status update on the District-wide Strategic Plan. The latest available data are highlighted as "New Data" and are also compared to data from previous years.

Included is a *summary score sheet* of progress on all performance measures and a *detailed report* on the goals, objectives and performance measures. An online, interactive set of dashboards for most Goal 1 measures is also now available this year.

Finally, a brief summary that describes how District-wide Strategic Plan measures align with the 2015-2020 Educational Master Plan is provided.

Seattle Colleges 2010-2017 District Strategic Plan

Status Report – Performance Measures Score Sheet

Description	Comparison	Baseline	2015	2014-15	2014-15 Status Summary		
	Year		Target	Actual	Significant Results	Some Progress	Area for Enhancement
Goal 1. <i>STUDENT SUCCESS</i> —Increasing Student Learning and Achievement							
State Funded Enrollment (annual) (2yr avg)	2008-09	101% 100%	100% 100%	90% 94% NEW DATA			✓
Completion Rates	2008-12 Cohort	20%	Exceed state system (40% in 2014)	40% (2013-14) NEW DATA		✓	
Job placement rates	2008-09	73%	Exceed state system (78% in 2013-14)	80% (2013-14) NEW DATA	✓		
Student Achievement Point progress	2013-14	46,702	Exceed prior year	45,034 NEW DATA			✓
Transfer student achievement	Fall 2011	GPA, 3.33 1-yr. persistence, 92.8% 3-yr. completion, 71.3%	Meet or exceed native student performance	GPA, 3.36 1-yr. persistence, 95% 3-yr. completion, 85%	✓		
Precollege math progression	2007-10	32%	Increase completion of developmental math in 1-year	38% (2013-14) NEW DATA	✓		
Goal 2. <i>PARTNERSHIPS</i> —Build Community, Business, and Educational Partnerships					Significant Results	Some Progress	Area for Enhancement
Economic impact of Seattle Colleges	2010	\$1.1 billion	\$1.3 billion	—	✓		
Active involvement in community partnerships, social equity initiatives NEW MEASURE	2014	3 partneships	3 new partnerships	5 new partnerships NEW DATA	✓		
B.A.S. Degrees	2010	2	3 new B.A.S. Degrees	3 new B.A.S. Degrees NEW DATA	✓		
New Associates degrees and certificates	2008-09	---	3 new programs	9 new programs NEW DATA	✓		
Diversity of funding sources	2012	50% State Support; 37% Tuition 13% Other	Greater diversity of funding sources	54% State Support 32% Tuition 13% Other NEW DATA		✓	
Financial reserves	2012	8.4%	Between 5%-10%	5.9% NEW DATA	✓		
Fundraising	2008-09	—	Goals/Initiatives set	Goals in development		✓	
Goal 3. <i>INNOVATION</i> —Increase Innovation and Improve Organizational Effectiveness					Significant Results	Some Progress	Area for Enhancement
eLearning enrollment	2007-08	1,627 FTES	Increase FTES over previous yr	2,454 NEW DATA			✓
Precollege math curriculum	Fall 2012	7 sections	New approaches to Developmental Math	36 sections (Spring 2015) NEW DATA	✓		
Cost per completion	2009	\$45,539	Less than state average (\$35,606)	\$43,396		✓	
Administrative systems efficiency- Innovation Projects	2010	—	10 Innovation projects	26 completed 12 in development NEW DATA	✓		
Carbon footprint	2008	4,766 MTCO ₂	3,164 MTCO ₂	3,384 MTCO ₂ NEW DATA	✓		
Ethnic and racial diversity	2011	36% employees of color	Diversity reflects community (35% in Seattle)	38% employees of color NEW DATA	✓		
Employee awards/recognition	2005-09	33	41	76 NEW DATA	✓		

GOAL 1: *STUDENT SUCCESS*—Increase student learning and achievement

OBJECTIVE 1: MEET ANNUAL STATE-FUNDED ENROLLMENT ALLOCATION – NEW DATA

Measure: State-funded enrollment – NEW DATA

Goal: 100% of allocation and 2-year rolling average achieved and maintained.

Annualized FTES enrollment reported to the State Board was 90% of goal in 2014-15 and 99% of goal in 2013-14. This resulted in a two year rolling average of 94% for 2013 to 2015. The 2013-14 average included converted international enrollments; no conversions were made in 2014-15.

Meeting enrollment targets continues to be a high priority for all of the colleges. The colleges are offering more options for students to accommodate their busy schedules and boosting support services to increase persistence and retention. Targeted marketing is also among the many strategies being pursued to improve enrollment outcomes.

<i>Annual Enrollment and Two-Year Rolling Average</i>	Baseline 2008-09	2013-14	2014-15
Annual Enrollment	101%	99%	90%
Two-year Rolling Average	100%	96%	94%

Source: Seattle Colleges Database

OBJECTIVE 2: INCREASE STUDENT COMPLETION AND JOB PLACEMENT

Measure: Student completion of certificates and degrees or transfers

Goal: Achieve completion rate above the state system average.

The Seattle Colleges have seen a slight increase in an overall completion rate in the past year. Completion rates here include certificates, degrees, and transfers to 4-year institutions after four years. The most recent data available are for 2013-14, based on the cohort of students who started four years earlier in 2010-11. The cohort completion rate was 40%, while the 2009-10 cohort exhibited a completion rate of 38%.

Completion rates computed in 2013-14 for the 2010-11 cohort are similar to the state system. Clearer academic and career pathways, integrated planning and advising technology, and more flexible scheduling options are being implemented to help students persist and complete.

<i>Completion Rates-4 Year (certificates, degrees, transfers)</i>	Seattle Colleges – 2012-13 (2009-10 cohort)	Seattle Colleges- 2013-14 (2010-11 cohort)	State System- 2013-14 (2010-11 cohort)
Professional Technical	35%	35%	37%
Academic Transfer w/Degree	16%	16%	23%
Academic Transfer w/o Degree	25%	27%	20%
Overall Completion Rate	38%	40%	40%

Source: State Board for Community and Technical Colleges

Measure: Job Placement – NEW DATA

Goal: Achieve job placement rate above the state system.

The job placement rate at the Seattle Colleges in 2013-14 was 80%, a 7% increase from the baseline 2008-09 academic year (73%); the 2008-09 year was the bottom of the economic downturn. Seattle Colleges' job placement rate is slightly higher than the state system rate, which has also grown from the baseline year, and in 2013-14 was 78%.

Job Placement Rates 2013-14	Baseline 2008-09	2011-12	2012-13	2013-14
Seattle Colleges	73%	78%	76%	80%
State System	74%	77%	78%	78%

Source: State Board for Community and Technical Colleges

Measure: Student Achievement Point progress – NEW DATA

Goal: Increase Student Achievement Points over the prior year.

The Seattle Colleges have seen a slight decrease in student achievement point totals from 2013-14 to 2014-15. North had 12,391 points for 2014-15, a 1% decrease; Central (inclusive of SVI) was down by 5%, with 17,230, and South had 14,017 points for a less than 1% decrease. Aggressive efforts are in place to increase the Seattle Colleges student achievement points in the coming years. Initiatives include accelerated precollege math options, increased advising support, and new and revised degrees and certificates.

The Student Achievement Initiative was revised in 2013 and again in 2014, altering the system for calculating points. For an accurate comparison, however, the data below show 2014-15 and 2013-14 academic year point totals using the same calculation method.

Student Achievement Point Progress 2013-14 to 2014-15	2013-14	2014-15	Percent Change
North	12,539	12,391	-1%
Central*	18,172	17,230	-5%
South	14,054	14,017	- <1%
District	46,702	45,034	-4%

* Includes SVI

Source: State Board for Community and Technical Colleges

Measure: Transfer student achievement

Goal: Meet/exceed UW "native" student performance.

For the 2009 cohort completing in 2012, Seattle Colleges transfer students have one-year persistence rates that are slightly below University of Washington "native" students, GPAs that are on par, and lower three-year completion rates. A lower completion rate for transfer students may in part be explained by part-time attendance. Seattle Colleges transfer students out-performed transfer students from other Washington community colleges in all three of these indicators.

**2009 Cohort UW-Seattle students,
3-Year Transfer Achievement**

	GPA	1 Year Persistence	3 Year Completion
Seattle Colleges	3.36	95%	85%
University of Washington	3.36	97%	91%

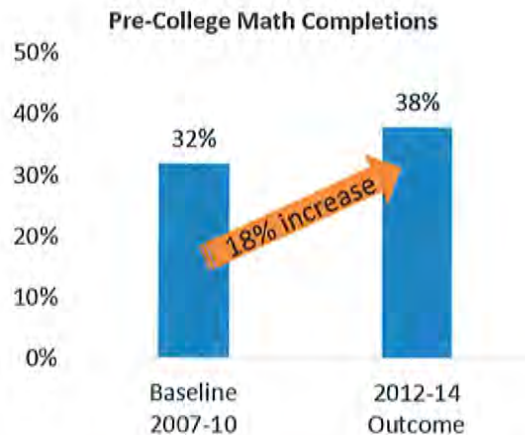
Source: Analysis provided by the UW, Seattle Office of Planning and Research.

OBJECTIVE 3: IMPROVE STUDENT ACHIEVEMENT IN PRECOLLEGE MATH

Measure: Precollege math progression

Goal: Increase the percentage of students that start and complete the precollege math sequence within one academic year.

The first and second year combined results from implementation of accelerated math courses and other student supports through the *Pathways to Completion* project show promising improvements in student progression through the precollege math course sequence. The chart below compares the percentage of students who completed the precollege math sequence by the end of the academic year.



GOAL 2: PARTNERSHIPS—Build community, business & educational partnerships.

OBJECTIVE 1: INCREASE SEATTLE COLLEGES' ECONOMIC IMPACT AND INTEGRAL ROLE IN ADVANCING SOCIAL EQUITY AND SOCIAL MOBILITY – REVISED OBJECTIVE

Measure: Economic impact of Seattle Colleges

Goal: Increase at historic rate to 1.3 billion.

An economic impact analysis conducted by EMSI, Inc. in 2010 showed that the annual economic impact of the Seattle Colleges including the wages and benefits paid to its employees, goods and services purchased in the community, and increased earnings of its graduates was **\$1.1 billion**.

The goal proposed for this measure is to continue at the same historical pace providing economic benefits to the community. By extrapolating this historic rate of benefits, the District can expect to reach \$1.3 billion in total economic benefits by 2015.

Measure: Active involvement in community partnerships addressing social equity initiatives – *revised measure, NEW DATA*

Goal: 3 new community partnerships

The Seattle Colleges play a predominant role in improving social equity and mobility and are featured throughout the region in business, industry and educational forums. The Chancellor and Presidents, other administrators, faculty and staff are members of many influential local and regional groups. This participation increases the awareness of the Seattle Colleges.

Goal Achieved. In the 2014-15 year, Seattle Colleges developed five new community partnerships with local entities to further advance conversations regarding social equity and social justice. New partnerships include the *City of Seattle's Digital Equity Initiative*, *Seattle Housing Authority Pre-Apprenticeship Trades and Construction (PACT) program*, *Neighborcare Dental at Pacific Tower, Heads Up* (South Seattle College) and the *City of Seattle's Ready To Work Initiative* in partnership with the Office of Immigrant and Refugee Affairs, Homesight, Literacy Source, and Asian Counseling and Referral Services.

OBJECTIVE 2: INCREASE PROFESSIONAL-TECHNICAL PROGRAM GRADUATES TO RESPOND TO LOCAL INDUSTRY WORKFORCE NEEDS – NEW DATA

Measure: B.A.S. degrees – NEW DATA

Goal: 3 additional degrees developed and offered by 2015.

Goal Achieved. Three new B.A.S. degrees have been developed and will be offered in the 2015-16 academic year. Two new tracks in allied health are *Health Care Service Management* and *Community Health and Education*. A new degree in *Early Childhood Education* was developed and will be offered. These three are in addition to the four B.A.S degrees approved and offered last year in 2014-15 (*Sustainable Building Science* at South, *Applications Development* at North, and two new allied health tracks at Central, *Respiratory Care* and *Dental Hygiene*).

Measure: New certificates and Associate degrees in high demand areas – NEW DATA

Goal: 3 new programs in high-demand areas.

Goal Achieved. Since the start of 2014-15, the Seattle Colleges have instituted 9 new certificate, AAS and AAS-T Degree or degree New programs include Aviation Electronics Wire Assembly Certificate (North), Programming and IT Network Support AAS-T Degree (North), Web Assistant Certificate (South), Web Development Certificate, AAS and AAS-T Degrees (South), Marine Technology Certificate and AAS Degree (Central), and Medical Administrative and Assistant Certificate (SVI). Building on efforts since 2010, the colleges have 35 new degrees and certificates in high-demand areas.

OBJECTIVE 3: INCREASE PRIVATE, FOUNDATION AND LOCAL FUNDING

Measure: Diversity of funding sources for operations – NEW DATA

Goal: Reduce dependence on state, tuition and other funding sources

The Seattle Colleges have maintained a similar level of dependence on funding from state and tuition sources. In 2013-14, 88% of funding came from a combination of state support and tuition. In 2014-15, reliance on state support and tuition has decreased to 86%. Small differences are mainly due to rounding.

Funding Sources FY 2013-14 to 2014-15	2013-14	2014-15
State Support	55%	54%
Tuition	33%	32%
Other (e.g. Running Start, International student revenue)	13%	13%

Source: FY1415 October 2015 Board of Trustees Report

Measure: Financial reserves - NEW DATA

Goal: Maintain between 5% and 10% financial reserves.

Goal Achieved. In Fiscal Year 2014-15, the District had 5.9% in financial reserves. This is on par with the 2013-14 Fiscal Year, and within goal range.

Source: FY1415 Final Financial Statements

Measure: Fundraising

Goal: Facilitate, coordinate, and participate in raising an additional \$10 million system-wide toward identified initiatives.

- Assemble a powerful and motivated campaign steering committee
- Work with the Chancellor, the college presidents, and their foundations to raise the goals and enhance the effectiveness of District-wide fundraising
- Assemble and approve an outward facing, compelling case for support produced by our public information office
- Complete staffing of the campaign

In addition, the Foundation will:

- Ensure fiscal stewardship of the tax credits finance support of the Allied Health Center in the Pacific Tower Building
- Steward and report on funds raised for Campaign initiatives

GOAL 3: INNOVATION—Increase innovation and improve organizational effectiveness.

OBJECTIVE 1: INCREASE INNOVATIVE INSTRUCTIONAL OPTIONS FOR STUDENTS – NEW DATA

Measure: eLearning enrollment – NEW DATA

Goal: Increase annualized FTES enrollment in online and hybrid courses.

Annualized eLearning FTES have increased from 1,627 in the baseline 2007-08 academic year, to 2,454 in 2014-15, a 51% increase.

eLearning Enrollment								
Online and Hybrid	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
North	688	868	1,044	1,142	1,143	1,178	1,482	1,351
Central/SVI	521	579	596	569	553	537	375	438
South	418	535	582	575	553	540	604	665
District	1,627	1,982	2,222	2,286	2,249	2,255	2,461	2,454

Source: State Board for Community and Technical Colleges

Measure: Precollege math curriculum – NEW DATA

Goal: Develop new approaches to increase acceleration through precollege math.

The colleges now have three models for students to accelerate their completion of precollege math:

- Statway - Precollege Algebra + Statistics (4 quarters into 3, college level statistics)
- Math Emporium Model/ALEKS/My Foundations (1-4 quarters into 1)
- Compressed Algebra Cohort/ Express Courses (3 quarters into 2, 2 quarters in 1)

Results to Date

The results to date for *Statway* show a 59% completion rate for precollege math **and the college- level math requirement** versus 32% completion for **only the precollege math sequence** in the traditional model.

Of students enrolled in a *Math Emporium Model/ALEKS* course, **35%** completed two or more classes in **one quarter**; **14%** completed the sequence in **one quarter**.

Fifty-three percent of students taking the *Compressed Courses* completed precollege math sequence in one year compared to **32%** of students in traditional sequence.

Accelerated math sections have increased substantially across the district in the approximate 2.5 years since initial implementation. Moving from **7 sections** in Fall 2012, the Seattle Colleges now offer **36 accelerated precollege math sections** as of Spring 2015.

<i>Accelerated Precollege Math</i>	Fall 2012	Winter 2013	Spring 2013	Fall 2013	Winter 2014	Spring 2014	Fall 2014	Winter 2015	Spring 2015
Number of accelerated sections	7	14	12	19	25	26	33	35	36

Source: Seattle Colleges Database

OBJECTIVE 2: IMPROVE EFFECTIVENESS, EFFICIENCY AND RESPONSIVENESS OF COLLEGE OPERATIONS

Measure: Cost per completion

Goal: Achieve cost per completion less than state average.

Cost per completion has decreased for the Seattle College District from \$45,539 in 2009 to \$43,841 in 2010 (the latest available data). South and Central both have a decreased cost per completion, -6.5% and -4% respectively. North's cost per completion increased slightly by 1.1%. The district has a higher cost per completion than the state system.

Cost Per Completion

	2009	2010	Percent Change
District	\$45,539	\$43,841	-4%
State System	\$38,651	\$35,606	-9%

Source: Delta Cost Project, Spending Per Outcome

Measure: Administrative systems efficiency

Goal: Completion of 10 “Innovations Projects” including automation of administrative processes, by 2015.

Goal Achieved. Thirty-six Innovations Projects were completed as of fall 2015. There are an additional twelve projects under way. Projects range from large student-facing projects, to online curriculum development for our faculty and deans, to smaller administrative improvements to increase efficiency for our staff across the District. Examples of Innovations Projects are provided below.

- **Student Portal:** Students at each college are now able to develop course schedules online
- **Electronic Forms:** Business documents are now able to be processed and archived online
- **District Data Dashboards:** District data are now updated and able to be filtered dynamically

Measure: Carbon footprint – NEW DATA

Goal: Stay on-pace to achieve our 2020 State Agency Climate Leadership Act target for the Seattle College District, of 3,164 MTCO₂e.

Goal Achieved. Emissions have fallen to 3,384 MTCO₂e in 2014, putting us on pace to achieve our 2020 target early in 2017.

As shown in the table below, Seattle Colleges have steadily reduced emissions from 4,766 MTCO₂e in 2008, to 3,384 MTCO₂e in 2014.

Greenhouse Gas Emissions in Metric Tons CO₂e	2008	2009	2010	2011	2012	2013	2014
Seattle Colleges	4,766	4,480	4,014	4,417	4,190	3,522	3,384

OBJECTIVE 3: INCREASE EMPLOYEE ETHNIC AND RACIAL DIVERSITY AND RECOGNITION – NEW DATA**Measure: Ethnic and racial diversity – NEW DATA**

Goal: Increase employee ethnic and racial diversity to be more reflective of the greater Seattle community.

Among Seattle Colleges’ employees in 2015, 38% are employees of color, compared with 20% employees of color across the state community and technical college system. The Seattle Colleges ethnic and racial diversity is reflective of the greater community, with 35% and 37% citizens of color in Seattle and King County, respectively.

Measure: Employee awards and recognition – NEW DATA

Goal: 25% increase to 41 external rewards.

The baseline for the analysis of employee awards and recognitions is a (2005-2007) tally created in 2010 for a League for Innovation publication developed by the District. It showed a total of 33 external awards and publications over that four-year period, including 20 awards and honors, 10 publications (books, articles published) and three awards for District publication design, printing, marketing, or content. With a performance target of increasing the number by 25% by 2015 the District would reach 41 awards and recognition.

Goal Achieved. Between January 2012-14, faculty, staff and administrations received 55 awards and publications. Combined with 21 additional accolades from previous years, this puts us above target, at 76 awards and recognitions. Below is the list of 2012-14 awards and publications.

Faculty/Staff Awards, Honors, Recognition, Publications (2012-2014)

Faculty / Staff member	College	Year	Description	Type
<i>Awards and Honors</i>				
Heidi Lyman	SSCC	2012	Recipient, SCCD Lifelong Learning Award	Professional Excellence
Dave Eberhardt	NSCC	2012	Recipient, SCCD Lifelong Learning Award	Professional Excellence
Christa Colouzis	SSCC	2012	Recipient, SCCD Lifelong Learning Award	Professional Excellence
Sara Schoedel	NSCC	2012	Recipient, SCCD Lifelong Learning Award	Professional Excellence
Karen Jurgensen	SCCC	2012	First Place, Chefs Collaborative National Competition to honor leaders in the sustainability movement	Professional Excellence
Steve Ford	SSCC	2012	Participant, Refurbishing of the hydroplane Miss Beacon Plumbing	Community Engagement
Doug Clapper	SSCC	2012	Participant, Refurbishing of the hydroplane Miss Beacon Plumbing	Community Engagement
John Sharify	SCCD	2012	Representative, Opportunity Nation Summit in Washington, D.C.	Community Engagement
John Sharify	SCCD	2012	Recipient, National Edward R. Murrow Award (Best news documentary in the country) for his documentary "Climb of a Lifetime"	Professional Excellence
Maria Tiamzon	SCCD	2012	Recipient, James Turner Outstanding Leadership Award from the 2012 Community Colleges Business Officers Leadership Academy	Professional Excellence
Irina Minasova	SSCC	2012	Recipient, James Turner Outstanding Leadership Award from the 2012 Community Colleges Business Officers Leadership Academy	Professional Excellence
Karen Jurgensen	SCCC	2012	Recipient, Innovative Sustainability Teaching Award at the "Flavors of a Foodshed" Chef Collaborative Sustainable Food Summit at Central	Professional Excellence
Tracy Lai	SCCC	2012	Selected to take part in the "American History, Atlantic and Pacific" project sponsored by the American Historical Association and funded by the National Endowment for Humanities	Professional Excellence
Jaime Cardenas Jr.	SCCC	2012	Selected to take part in the "American History, Atlantic and Pacific" project sponsored by the American Historical Association and funded by the National Endowment for Humanities	Professional Excellence
Anna Davis	SCCC	2012	Named a National Academics Education Fellow in Life Sciences for the 2012-2013 academic year	Professional Excellence
Mark Mitsui	NSCC	2012	Recipient, Distinguished Alumnus Award from the University of Washington for contributions in the field of education	Professional Excellence
Lynn Cofman	SCCC	2012	Named the Dennis Tilley Educator of the Year Award by the National Federation of Opticianry	Professional Excellence
Jill Wakefield	SCCD	2012	Listed in Seattle Magazine as one of Seattle's "Most Influential People of 2012" and a "Knowledge Leader"	Professional Excellence
David Roseberry	SCCC	2012	Named NAFSA Person of the Year	Professional Excellence
Jane Harness	SSCC	2012	Recipient, 2012-2013 NISOD Award	Professional Excellence
Sarah Skamser	SSCC	2012	Recipient, 2012-2013 NISOD Award	Professional Excellence

Jill Wakefield	SCCD	2013	Recipient, CCBA Pioneer Award presented to an individual for taking the lead in improving access to postsecondary education	Professional Excellence
Jill Wakefield	SCCD	2013	Appointed to the City of Seattle's Economic Development Commission, elected Vice Chair	Professional Excellence
Mark Mitsui	NSCC	2013	Recipient, Doris Michiko Ching Shattering the Ceiling Award from the Asian Pacific Islander Knowledge Community of the National Association of Student Personnel Administrators	Professional Excellence
Yilin Sun	SSCC	2013	Named President elect of the TESOL International Association and member of the TESOL Executive Committee	Professional Excellence
Mark Mitsui	NSCC	2013	Recipient, 2013 Rhonda Quash Coats Award for Excellence in Multicultural Student Services	Professional Excellence
Tracy Lai	SCCC	2013	Recipient, Six-week Fulbright Hays Fellowship to study in China	Professional Excellence
Betsy Campbell	NSC	2014	Recipient, SCD Lifelong Learning Award	Professional Excellence
Eileen Murphy	NSC	2014	Recipient, SCD Lifelong Learning Award	Professional Excellence
Ann Murkowski	NSC	2014	Recipient, NSF grant to partner with Central Washington University in addressing need for STEM research in post-secondary curriculum	Professional Excellence
Kalyn Owens	NSC	2014	Recipient, NSF grant to partner with Central Washington University in addressing need for STEM research in post-secondary curriculum	Professional Excellence
Heather Price	NSC	2014	Recipient, NSF grant to partner with Central Washington University in addressing need for STEM research in post-secondary curriculum	Professional Excellence
Cesily Crowser	NSC	2014	Recipient, NSC Parent Education Program Val Donato Awards	Professional Excellence
Beth Goss	NSC	2014	Recipient, NSC Parent Education Program Val Donato Awards	Professional Excellence
Sladjan Stankovic	NSC	2014	Recipient, NSC Classified Employee of the Year	Professional Excellence
Hon Li	NSC	2014	Recipient, Honored as an Inspirational Teacher by University of Washington Computer Science and Engineering	Professional Excellence
Nate Weston	SCC	2014	Recipient, John & Suanne Roueche Excellence Award, League for Innovation in the Community College	Professional Excellence
Susan Tokheim	SCC	2014	Recipient, SCD Lifelong Learning Award	Professional Excellent
Sarah Laslett	SSC	2014	Recipient, Bruce Brennan Memorial Award	Professional Excellence
Kurt Buttleman	SCD	2014	Recipient, Puget Sound Business Journal's 2014 CFO of the Year	Professional Excellence
Jill McDonough	SSC	2014	National Institute for Staff and Organizational Development (NISOD)	Professional Excellence
Liz Strongman	SSC	2014	National Institute for Staff and Organizational Development (NISOD)	Professional Excellence
Alise Helge	SCC	2014	Recipient, Transforming Lives Award	Professional Excellence
Dan Johnson	NSC	2014	Recipient, Transforming Lives Award	Professional Excellence
David Morales	SSC	2014	Recipient, Transforming Lives Award	Professional Excellence
Betsy Campbell	NSC	2014	Recipient, 2014-2015 Trustees Lifelong Learning Award	Professional Excellence
Eileen Murphy	NSC	2014	Recipient, 2014-2015 Trustees Lifelong Learning Award	Professional Excellence

Wendy Price	SSC	2014	Recipient, 2014-2015 Trustees Lifelong Learning Award	Professional Excellence
Susan Tokheim	SCC	2014	Recipient, 2014-2015 Trustees Lifelong Learning Award	Professional Excellence

Faculty/Staff Awards, Honors, Recognition, Publications (2012-2014)

Faculty / Staff member	College	Year	Description	Type
<i>Publications and Publication Awards</i>				
Mike Hickey	SSCC	2012	Counterclockwise, a novel	Book
Yilin Sun	SSCC	2012	Demystifying Career Paths after Graduate School: A Guide for Second Language Professionals in Higher Education, a reference guide	Co-editor, Book
Nancy Rawles	SCCC	2012	"Miz Sparks is on Fire and This Ain't no Drill", novel	Book
Mini Collins	SSCC	2012	"Crosscurrents" magazine, poem published	Poem
Daudi Abe	SCCC	2013	"6'N the Morning", novel	Book
Aileen Williams	SCCC	2014	"Running Secrets", novel	Book

ALIGNMENT WITH EDUCATIONAL MASTER PLAN

At the September 2014 Board of Trustee meeting, the board approved the Educational Master Plan. The Educational Master Plan provides broad, forward-looking guidance for Seattle Colleges' educational programs and services in order to meet the emerging educational needs of the community. The plan presents ten strategic directions for future enhancement and development. They are intended to align with the District-wide Strategic Plan measures. Central to both plans are the themes of student success, partnerships, and innovation. A priority objective of both plans is to boost state-funded enrollments measured as annualized FTES for the district. The table below displays how some of the District-wide Strategic Plan measures align with the ten Strategic Directions of the Educational Master Plan.

Educational Master Plan 10 Strategic Directions	District-wide Strategic Plan Select Measures
1. Develop new programs to meet student and industry needs	B.A.S. degrees; new Associates degrees and certificates (Goal 2: Partnerships)
2. Expand flexible instructional options including online	eLearning enrollment (Goal 3: Innovation)
3. Increase A.A./A.S. degree completion	Completion rates (Goal 1: Student Success)
4. Enroll more Seattle Public Schools recent high school graduates	State funded enrollment (Goal 1: Student Success)
5. Transition Adult Basic Education students into workforce programs	Student Achievement Point progress (Goal 1: Student Success)
6. Scale up student success initiatives	Precollege math curriculum (Goal 3: Innovation)
7. Promote global education experience	Awareness of Seattle Colleges' importance to the economy (Goal 2: Partnerships)
8. Expand corporate and customized training	Diversity of funding sources (Goal 2: Partnerships)
9. Serve as the region's premier health care training provider	B.A.S. degrees; new Associates degrees and certificates (Goal 2: Partnerships)
10. Expand and develop career pathways	Completion rates; job placement rates (Goal 2: Partnerships)



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1500 Harvard Avenue, Seattle WA 98122-3803 | www.seattlecolleges.edu

MEMORANDUM

TO: Board of Trustees

FROM: Charles Sims, Chief Human Resources Officer

DATE: November 12, 2015

SUBJECT: Washington State Auditor's Office Examination Report – Information only

Background:

Each year, government entities must report accurate and complete pensionable wage and contribution information to the Washington State Department of Retirement Systems (DRS), which oversees public retirement systems for state and local government employees. For the 2014 fiscal year, Seattle Colleges' management made the assertion that pensionable wages and contributions reported to DRS were accurate and complete in compliance with requirements set forth in Title 415 of the Washington Administrative Code.

In a report issued on October 9, 2015 to the DRS and the Seattle Colleges' Board of Trustees, an independent finding was made that Seattle Colleges' management's assertion was fairly stated, in all material aspects, in accordance with Title 415 of the Washington Administrative Code. No issues were required to be reported under appropriate auditing standards.

Recommendation:

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

Submitted by:

Charles Sims
Chief Human Resources Officer

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield
Chancellor



Washington State Auditor's Office

Independence • Respect • Integrity

Examination Report Seattle Colleges

For the period July 1, 2013 through June 30, 2014

Published October 15, 2015

Report No. 1015405





Washington State Auditor's Office

October 15, 2015

Board of Trustees
Seattle Colleges
Seattle, Washington

Marcie Frost, Director
Department of Retirement Systems
Olympia, Washington

Examination Report

The Washington State Department of Retirement Systems (DRS) administers eight public retirement systems for state and local government employees, with 15 different plans within those systems. These systems serve nearly 700,000 current and former public employees. Both public employers and their employees contribute to the retirement plans and the amounts they contribute are calculated as a percentage of the employee's pay.

Government entities are responsible for reporting accurate and complete pensionable wage and contribution information to DRS in accordance with the applicable retirement plan's requirements set forth in Title 415 of the Washington Administrative Code. The plan's actuarially derived pension liabilities are dependent on demographic data of the plan participants, which is referred to as census data. Significant elements of census data may include: date of birth; date of hire or years of service; marital status; eligible compensation; class of employee; gender; date of termination or retirement; spouse date of birth; and employment status (active, inactive, or retired).

Please find attached our examination report on the Seattle Colleges.

Sincerely,

JAN M. JUTTE, CPA, CGFM
ACTING STATE AUDITOR
OLYMPIA, WA

INDEPENDENT ACCOUNTANT'S REPORT

Seattle Colleges July 1, 2013 through June 30, 2014

Board of Trustees
Seattle Colleges
Seattle, Washington

Marcie Frost, Director
Department of Retirement Systems
Olympia, Washington

We have examined the Seattle Colleges' management's assertion that pensionable wages and contributions reported to the Washington State Department of Retirement Systems (DRS) for the year ended June 30, 2014 are accurate and complete in accordance with applicable retirement plan requirements set forth in Title 415 of the Washington Administrative Code.

The College's management is responsible for the assertion. Our responsibility is to express an opinion on the assertion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Accordingly, it included examining on a test basis, evidence supporting management's assertion and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, management's assertion above is fairly stated, in all material respects, based on the applicable retirement plan requirements set forth in Title 415 of the Washington Administrative Code.

Our examination disclosed no issues that are required to be reported under *Government Auditing Standards*.



JAN M. JUTTE, CPA, CGFM
ACTING STATE AUDITOR
OLYMPIA, WA

October 9, 2015

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

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Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

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We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
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Public Records requests	PublicRecords@sao.wa.gov
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov

MEMORANDUM

TO: Board of Trustees

FROM: Kurt R. Buttleman

DATE: November 12, 2015

SUBJECT: Quarterly Financial Summary, September 30, 2015- Information only

Background

Seattle College District budgets and accounts for its funds in accordance with policies and procedures of the State of Washington Office of Financial Management (OFM) and the State Board for Community and Technical Colleges (SBCTC).

The attached Quarterly Financial Summary provides summary data for all of the campuses and the District Office.

Recommendation

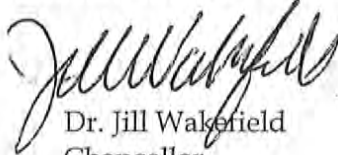
It is recommended that this item be received as information only.

Submitted by:



Dr. Kurt Buttleman
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield
Chancellor

Quarterly Financial Report
Period Ending September 30, 2015
District Summary



Executive Overview

This quarterly report for the Seattle Colleges includes financial information from July 1 – September 30, 2015 and overall, the colleges demonstrate a healthy financial position and have no unexpected results. Some key components include:

- Operating expenses are being managed within budgets.
- Tuition revenue is at \$12.0M which is 35.1% of the target and compares to \$12.8M and 35.2% for the same period in 2014. This decrease is driven by the 5% reduction in the tuition rate for this year.
- YTD expenses are 19.0% of budget versus 18.8% in the prior year.

Financial Sustainability

With structural uncertainties caused by the enrollment decline and the State of Washington's budget situation, the Seattle Colleges continues to manage its budget conservatively and effectively:

- Operating Budget Expenses are below target spend and being managed at the department level.
- Tuition Revenue is slightly below prior year due to lower enrollment and the tuition rate reduction.
- Total reserves remain within the 5-10% policy requirement.
- Local Funding sources remain a diversified source of revenue, however, the colleges are increasingly reliant on these sources such as international student tuition as tuition revenue declines.
- Cash balances are strong in large revenue budgets such as International Students and Grants & Contracts
- Self-support programs continue to run positive cash balances.

Operating Budget (State Funding, Tuition, and Indirect Cost Recoveries)

- The total Year to Date operating expenditures of \$24.4M through 09/30/15 are at 19.0% of the operating budget compared to 18.8% last year. Total year end expenditures are approximately \$1.6M above the same period last year.
- Labor (salary and benefit) costs are at 19.8% of the annual budget and remain fairly consistent with last year percentage of 20.3%. Expenses of \$21.1M compared to last year at \$20.2M is an increase of about \$900K. Cost of Living raises contributed to this increase.
- Expenditures in Goods & Services (aka Non-Labor expenses) are tracking higher than last year. The expenditures total of \$3.3M this quarter compares to \$2.7M last year. Spending of 14.9% this year actual to budget compared to 12.1% of budget last year. Part of the year over year percentage growth is because this year's budget is smaller by \$600K.

Seattle Colleges Quarterly Financial Summary



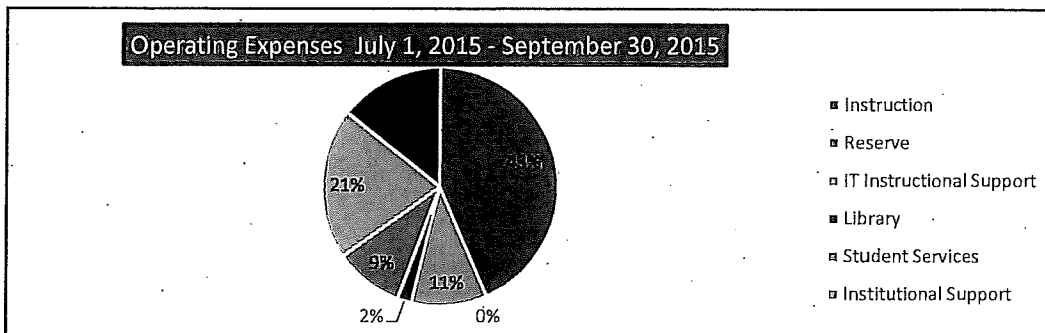
SEATTLE COLLEGES
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All Campuses Seattle College, as of 09/30/2015

Operating Budget Analysis

Operating Budget Program Roll-up

Program	FY Budget	% of Budget	YTD Expense	Balance	% of Spend
Instruction	\$60,452,698	46.9%	\$10,608,550	\$49,844,148	17.5%
Reserve	\$8,131,096	6.3 %	\$0	\$8,131,096	0.0 %
IT Instructional Support	\$11,296,871	8.8 %	\$2,556,076	\$8,740,795	22.6 %
Library	\$2,481,261	1.9 %	\$478,995	\$2,002,266	19.3 %
Student Services	\$10,248,814	8.0 %	\$2,285,158	\$7,963,656	22.3 %
Institutional Support	\$23,066,741	17.9 %	\$5,008,666	\$18,058,075	21.7 %
Plant Operations	\$13,181,322	10.2 %	\$3,517,697	\$9,663,625	26.7 %
Total	\$128,858,803	100.0 %	\$24,455,142	\$104,403,661	19.0 %



Operating Budget Analysis by Category

Category	FY Budget	YTD Expense	Balance	% of Spend
Full-Time Faculty	\$20,280,012	\$912,223	\$19,367,789	4.5 %
Faculty Stipends	\$1,324,129	\$244,073	\$1,080,056	18.4 %
Part-Time / Pro Rata Faculty	\$20,749,655	\$5,431,433	\$15,318,222	26.2 %
Classified	\$17,292,624	\$3,872,340	\$13,420,284	22.4 %
Exempt	\$17,511,723	\$4,195,194	\$13,316,529	24.0 %
Overtime	\$28,742	\$27,306	\$1,436	95.0 %
Hourly, Students & Others	\$1,904,064	\$728,760	\$1,175,304	38.3 %
Benefits	\$27,463,725	\$5,710,191	\$21,753,534	20.8 %
Sub Total Labor Costs	\$106,554,674	\$21,121,520	\$85,433,154	19.8 %
Goods & Services	\$17,637,172	\$2,417,406	\$15,219,766	13.7 %
Travel	\$324,103	\$48,473	\$275,630	15.0 %
Equipment	\$1,909,962	\$185,082	\$1,724,880	9.7 %
Client Services	\$2,273,841	\$636,378	\$1,637,463	28.0 %
Personal Services	\$159,051	\$46,284	\$112,767	29.1 %
Sub Total Non-Labor Expenses	\$22,304,129	\$3,333,622	\$18,970,507	14.9 %
Total	\$128,858,803	\$24,455,142	\$104,403,661	19.0 %
Offsets such as indirect cost, prog recoveries & transfers	(\$18,447,638)	(\$2,342,311)	(\$16,105,327)	12.7 %
Total (Net)	\$110,411,165	\$22,112,831	\$88,298,334	20.0 %

Prior Year Expense Analysis

Sub-Object	Current YTD	Prior YTD	Difference	% Change
Labor	\$21,121,520	\$20,208,238	\$913,282	4.0%
Non-Labor	\$3,333,622	\$2,660,455	\$673,167	25.0%
Total FMS	\$24,455,142	\$22,868,693	\$1,586,449	6.0%

Seattle Colleges Quarterly Financial Summary

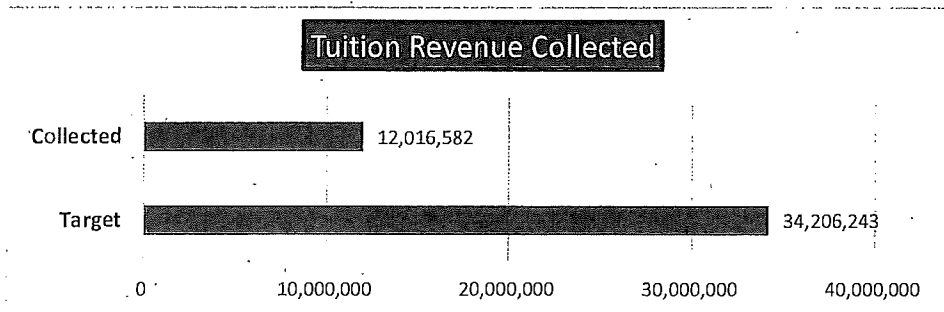


All Campuses Seattle College, as of 09/30/2015

Revenue

Tuition Revenue Collection

Campus	Target	Collected	% of Annual Target	PY End Actual Revenue
District	\$34,206,243	\$12,016,582	35.1%	\$34,717,733



Indirect & Program Cost Recovery (not including transfers)

Revenue Source	FY Target	Collected	% of Target	Prior Year
Indirect (All Programs)	\$1,197,528	\$257,150	21.50%	\$250,086
Program Cost Recovery	\$15,082,881	\$1,044,208	6.90%	\$1,420,321
Total	\$16,280,409	\$1,301,358	8.00%	\$1,670,407

Other Revenue

Revenue Source	FY Target	Collected	% of Target	Prior Year
Intensive English	\$7,891,056	\$5,255,756	66.6 %	\$5,067,663
International Program	\$18,304,900	\$10,512,521	57.4 %	\$10,969,302
Running Start	\$2,660,000	\$377	0.0 %	\$249
Total	\$28,855,956	\$15,768,654	54.6 %	\$16,037,214

Reserve Status

Unrestricted Reserves

Title	Fund	Cash Balance	% of Total
Grants and Contracts	145	\$4,474,619	
	148	\$484,000	
Operating Reserve	149	\$5,750,000	
Associated Students Reserve	522	\$40,000	
Parking Reserve	528	\$500,000	
Fund 570 Reserve	570	\$965,079	
Total		\$12,213,697	5.9 %
Total District Budget		\$208,373,803	

Bookstore Inventory Reserves

Title	Fund	Cash Balance	% of Total
Total - All Campuses		\$1,670,907	1.2 %

Seattle Colleges Quarterly Financial Summary



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All Campuses Seattle College, as of 09/30/2015

Financial Statements by Fund

Local Funds - Fund 148 (Student Fees, Retail Revenue, Other Operations such as Phone, etc)

Balance Sheet	YTD	Prior Year-End	Income Statement	YTD	Prior Year-End
Assets			Revenue	\$ 3,337,907	\$ 10,063,113
Cash	\$ 14,198,323	\$ 14,187,384	Expenses		
Accounts Receivable	\$ 81,206	\$ 140,232	Labor & Benefits	\$ 1,303,221	\$ 4,768,448
Inventory	\$ 55,952	\$ 55,952	Goods & Services	\$ 427,192	\$ 2,665,037
Prepaid Expenses	(\$ 2,854)	\$ 0	Other Expenses	\$ 462,596	\$ 1,829,091
Total Assets	\$ 14,332,627	\$ 14,383,568	Total Expenses	\$ 2,193,009	\$ 9,262,576
Liabilities & Equity			Gain/Loss	\$ 1,144,898	\$ 800,537
Accounts Payable	\$ 441,906	\$ 1,637,746			
Total Liabilities	\$ 441,906	\$ 1,637,746			
Equity					
Accumulated Earnings	\$ 12,745,823	\$ 11,945,285			
Gain/Loss	\$ 1,144,898	\$ 800,537			
Total Equity	\$ 13,890,721	\$ 12,745,822			
Total Liabilities & Equity	\$ 14,332,627	\$ 14,383,568			

Associated Students - Fund 522

Balance Sheet	YTD	Prior Year-End	Income Statement	YTD	Prior Year-End
Assets			Revenue	\$ 1,411,449	\$ 3,962,427
Cash	\$ 6,715,379	\$ 6,165,587	Expenses		
Accounts Receivable	(\$ 309)	\$ 1,066	Labor & Benefits	\$ 531,134	\$ 2,595,195
Fixed Assets	\$ 321,976	\$ 321,976	Goods & Services	\$ 90,272	\$ 350,528
Accum. Depreciation	(\$ 139,470)	(\$ 139,470)	Other Expenses	\$ 95,965	\$ 666,515
Total Assets	\$ 6,897,576	\$ 6,349,159	Total Expenses	\$ 717,371	\$ 3,612,238
Liabilities & Equity			Gain/Loss	\$ 694,078	\$ 350,189
Accounts Payable	\$ 94,334	\$ 239,994			
Long-Term Liabilities	\$ 108,018	\$ 108,018			
Total Liabilities	\$ 202,352	\$ 348,012			
Equity					
Accumulated Earnings	\$ 6,001,146	\$ 5,650,958			
Gain/Loss	\$ 694,078	\$ 350,189			
Total Equity	\$ 6,695,224	\$ 6,001,147			
Total Liabilities & Equity	\$ 6,897,576	\$ 6,349,159			

Seattle Colleges Quarterly Financial Summary



SEATTLE COLLEGES
Central • North • South • SVI

All Campuses Seattle College, as of 09/30/2015

Financial Statements by Fund

Bookstore - Fund 524

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	\$ 4,040,945	\$ 2,716,052
Accounts Receivable	\$ 80,731	\$ 1,377,509
Total Assets	\$ 4,121,676	\$ 4,093,561
Liabilities & Equity		
Accounts Payable	\$ 113,776	\$ 165,073
Total Liabilities	\$ 113,776	\$ 165,073
Equity		
Accumulated Earnings	\$ 3,928,488	\$ 3,711,053
Gain/Loss	\$ 79,412	\$ 217,435
Total Equity	\$ 4,007,900	\$ 3,928,488
Total Liabilities & Equity	\$ 4,121,676	\$ 4,093,561

Income Statement	YTD	Prior Year-End
Revenue	\$ 358,479	\$ 1,148,137
Expenses		
Labor & Benefits	\$ 2,552	\$ 6,244
Goods & Services	\$ 274,015	\$ 848,260
Other Expenses	\$ 2,500	\$ 76,198
Total Expenses	\$ 279,067	\$ 930,702
Gain/Loss	\$ 79,412	\$ 217,435

Parking - Fund 528

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	\$ 2,555,489	\$ 2,697,123
Accounts Receivable	\$ 25,048	\$ 37,308
Prepaid Expenses	\$ 0	\$ 383
Fixed Assets	\$ 4,112,475	\$ 4,112,475
Accum. Depreciation	(\$ 3,935,489)	(\$ 3,935,489)
Total Assets	\$ 2,757,523	\$ 2,911,800
Liabilities & Equity		
Accounts Payable	(\$ 35)	\$ 322,952
Long-Term Liabilities	\$ 41,270	\$ 41,270
Total Liabilities	\$ 41,235	\$ 364,222
Equity		
Accumulated Earnings	\$ 2,547,579	\$ 2,303,497
Gain/Loss	\$ 168,709	\$ 244,081
Total Equity	\$ 2,716,288	\$ 2,547,578
Total Liabilities & Equity	\$ 2,757,523	\$ 2,911,800

Income Statement	YTD	Prior Year-End
Revenue	\$ 979,957	\$ 2,771,179
Expenses		
Labor & Benefits	\$ 159,470	\$ 584,824
Goods & Services	\$ 649,253	\$ 1,927,596
Other Expenses	\$ 2,525	\$ 14,678
Total Expenses	\$ 811,248	\$ 2,527,098
Gain/Loss	\$ 168,709	\$ 244,081

Seattle Colleges Quarterly Financial Summary



All Campuses Seattle College, as of 09/30/2015

Financial Statements by Fund

Food Service - Fund 569

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	(\$ 640,269)	\$ 93,772
Accounts Receivable	\$ 9,416	\$ 31,387
Inventory	\$ 13,163	\$ 13,163
Fixed Assets	\$ 249,538	\$ 249,538
Accum. Depreciation	(\$ 124,856)	(\$ 124,856)
Total Assets	(\$ 493,008)	\$ 263,004
Liabilities & Equity		
Accounts Payable	\$ 268	\$ 561,503
Long-Term Liabilities	\$ 79,466	\$ 79,466
Total Liabilities	\$ 79,734	\$ 640,969
Equity		
Accumulated Earnings	(\$ 377,965)	(\$ 239,120)
Gain/Loss	(\$ 194,777)	(\$ 138,845)
Total Equity	(\$ 572,742)	(\$ 377,965)
Total Liabilities & Equity	(\$ 493,008)	\$ 263,004

Income Statement	YTD	Prior Year-End
Revenue	\$ 212,798	\$ 2,300,342
Expenses		
Labor & Benefits	\$ 278,252	\$ 1,245,549
Goods & Services	\$ 11,956	\$ 68,755
Other Expenses	\$ 117,367	\$ 1,124,883
Total Expenses	\$ 407,575	\$ 2,439,187
Gain/Loss	(\$ 194,777)	(\$ 138,845)

Auxilliary Enterprises - Fund 570

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	\$ 19,372,056	\$ 15,939,861
Accounts Receivable	\$ 791,918	\$ 2,847,696
Fixed Assets	\$ 888,656	\$ 888,656
Accum. Depreciation	(\$ 533,410)	(\$ 533,410)
Total Assets	\$ 20,519,220	\$ 19,142,803
Liabilities & Equity		
Accounts Payable	\$ 130,812	\$ 1,831,510
Long-Term Liabilities	\$ 495,668	\$ 495,668
Total Liabilities	\$ 626,480	\$ 2,327,178
Equity		
Accumulated Earnings	\$ 16,815,625	\$ 14,499,297
Gain/Loss	\$ 3,077,115	\$ 2,316,328
Total Equity	\$ 19,892,740	\$ 16,815,625
Total Liabilities & Equity	\$ 20,519,220	\$ 19,142,803

Income Statement	YTD	Prior Year-End
Revenue	\$ 5,786,148	\$ 13,105,598
Expenses		
Labor & Benefits	\$ 2,146,800	\$ 8,523,649
Goods & Services	\$ 245,032	\$ 1,027,044
Other Expenses	\$ 317,201	\$ 1,238,577
Total Expenses	\$ 2,709,033	\$ 10,789,270
Gain/Loss	\$ 3,077,115	\$ 2,316,328

Seattle Colleges Quarterly Financial Summary



All Campuses Seattle College, as of 09/30/2015

Financial Statements by Fund

Student Housing - Fund 573

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	\$ 830,054	\$ 373,481
Total Assets	\$ 830,054	\$ 373,481
Liabilities & Equity		
Accounts Payable	\$ 89,818	\$ 227,230
Total Liabilities	\$ 89,818	\$ 227,230
Equity		
Accumulated Earnings	\$ 146,251	\$ 305,826
Gain/Loss	\$ 593,985	(\$ 159,575)
Total Equity	\$ 740,236	\$ 146,251
Total Liabilities & Equity	\$ 830,054	\$ 373,481

Income Statement	YTD	Prior Year-End
Revenue	\$ 707,235	\$ 563,885
Expenses		
Labor & Benefits	\$ 0	\$ 0
Goods & Services	\$ 113,250	\$ 723,460
Other Expenses	\$ 0	\$ 0
Total Expenses	\$ 113,250	\$ 723,460
Gain/Loss	\$ 593,985	(\$ 159,575)

Agency - Fund 840

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	\$ 4,074,257	\$ 5,261,947
Accounts Receivable	\$ 1,928,732	\$ 3,976,563
Prepaid Expenses	(\$ 255)	\$ 0
Total Assets	\$ 6,002,734	\$ 9,238,510
Liabilities & Equity		
Accounts Payable	\$ 2,646,751	\$ 6,925,460
Total Liabilities	\$ 2,646,751	\$ 6,925,460
Equity		
Accumulated Earnings	\$ 2,313,050	\$ 2,169,090
Gain/Loss	\$ 1,042,933	\$ 143,960
Total Equity	\$ 3,355,983	\$ 2,313,050
Total Liabilities & Equity	\$ 6,002,734	\$ 9,238,510

Income Statement	YTD	Prior Year-End
Revenue	\$ 1,471,289	\$ 566,888
Expenses		
Labor & Benefits	\$ 0	\$ 0
Goods & Services	\$ 64,424	\$ 165,033
Other Expenses	\$ 363,932	\$ 257,895
Total Expenses	\$ 428,356	\$ 422,928
Gain/Loss	\$ 1,042,933	\$ 143,960

Printing/Motor Pool - Fund 448

Balance Sheet	YTD	Prior Year-End
Assets		
Cash	\$ 266,773	\$ 302,779
Fixed Assets	\$ 209,859	\$ 209,860
Accum. Depreciation	(\$ 204,334)	(\$ 204,334)
Total Assets	\$ 272,298	\$ 308,305
Liabilities & Equity		
Accounts Payable	\$ 33	\$ 12,446
Long-Term Liabilities	\$ 10,688	\$ 10,689
Total Liabilities	\$ 10,721	\$ 23,135
Equity		
Accumulated Earnings	\$ 285,170	\$ 204,530
Gain/Loss	(\$ 23,593)	\$ 80,640
Total Equity	\$ 261,577	\$ 285,170
Total Liabilities & Equity	\$ 272,298	\$ 308,305

Income Statement	YTD	Prior Year-End
Revenue	\$ 39,490	\$ 308,829
Expenses		
Labor & Benefits	\$ 39,572	\$ 149,583
Goods & Services	\$ 23,511	\$ 76,982
Other Expenses	\$ 0	\$ 1,624
Total Expenses	\$ 63,083	\$ 228,189
Gain/Loss	(\$ 23,593)	\$ 80,640



Active Grants Report as of 9/30/15

Campus: DISTRICT, CENTRAL, NORTH, SOUTH, SVI

Date: 7/1/2015 – 6/30/2016

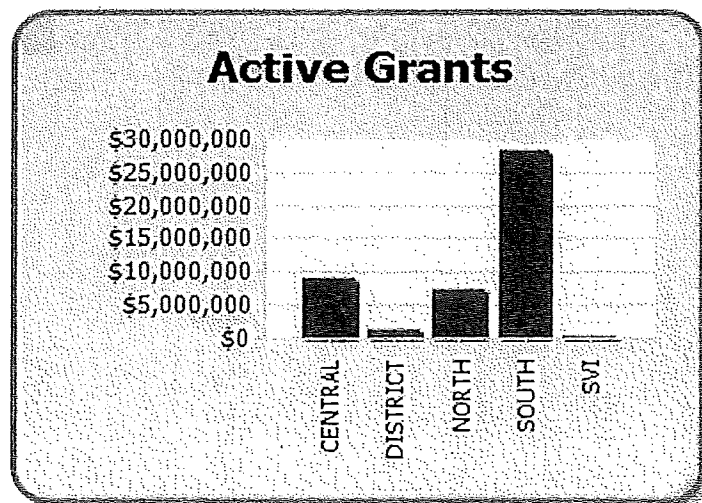
SUMMARY

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

These grants total over \$46M in active grants and come with rules, reporting, and other resource investments.

Currently the National Science Foundation, Dept. of Education and Dept. of Labor are among the largest funders.

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



Campus	Grantor	ORG	Grant Title	Start Date	End Date	Award Budget	% of Indirect	Fed Cat Num	Grant Description
	WA STATE COMM. & TECH. COLLEGE	1A70	START NEXT QUARTER	7/1/2014	6/30/2019	\$41,000	7%		A WORKFORCE STUDENT FUNDING IDENTIFICATION ONLINE TOOL DEVELOPED BY SEATTLE COLLEGE DISTRICT AND PARTNERED WITH CUSTOMIZED TRAINING THROUGH PARTNERSHIPS WITH STATE AGENCIES.
	VARIOUS STATE AGENCIES	1CCT	CUSTOMIZED CONTR TRN	7/1/2014	6/30/2019	\$180,000	0%		
	EDUCAUSE	1EDU	EDUCAUSE IPAS2 15-18	9/8/2015	9/7/2018	\$225,000	5%		DEVELOPMENT AND REFINEMENT OF TOOLS THAT SUPPORT EDUCATIONAL PLANNING AND ADVISING AS WELL AS EXPLORATION OF KING COUNTY COLLEGES JOINTLY FUND 20-HR/WEEK OUTREACH POSITION TO REPRESENT ALL COLLEGE WORKFORCE EDUCATION TO HOST AN REU (RESEARCH EXPERIENCES FOR UNDERGRADUATES) SITE FOR MARI NE SCIENCE RESEARCH IN PUGET SOUND FOR TO DEVELOP & DELIVER A SERIES OF INNOVATIVE, CREDIT-BEARING ORIENTATIONS FOR SEATTLE HOUSING AUTHORITY
	KING COUNTY COMMUNITY	1KCO	KING CO OUTREACH CRD	7/1/2015	6/30/2016	\$43,000	20%		THE COLLEGES RECEIVED A FIRST ROUND OF FUNDING FOR WALMART 1.0 IN 2009, WHICH PROVIDED SCHOLARSHIPS FOR LOW-INCOME TO PROVIDE CAREER NAVIGATION TO OPPORTUNITY WEEK PARTICIPANTS AS PART OF SCD'S WORKFORCE OPPORTUNITY SYSTEM
	NSF AWARD #OCE-1358835	1REU	NSF MARINE RES/STEM	4/1/2014	7/31/2017	\$288,717	30%	47.050	
	SEATTLE COLLEGE FNDTN (CHASE)	1SHA	SEATTLE HOUSING AUTH	9/8/2014	9/7/2015	\$275,000	0%		
	WALMART/LEAGUE FOR INNOVATION	1WAL	WALMART BF 2.0	9/1/2013	12/31/2015	\$233,333	0%		
	WORKFORCE SNOHOMISH	1WOS	WF OPPORTUNITY SYST.	1/1/2015	12/31/2015	\$114,000	11%		
	TOTAL - DISTRICT					\$1,400,050			
	HECB	201P	HECB PASSPRT INCENTV	11/8/2008	6/30/2016	\$15,000	0%		TO COVER FOR ADMIN COST RELATING TO THE HECB PASSPORT TO COLLEGE PROMO ISE PROGRAM.
	WA NASA CONSORTIUM THRU DOE# P042A100749	2C24	WA NASA CONSORTIUM	3/1/2008	9/16/2015	\$90,000	0%	43.001	WA NASA CONSORTIUM THRU UW SUBCONTRACTS CSCC TO SUPPORT UG RESEARCH PGM IN THE SCI,TECH,ENGR,MATH (STEM) FOR USE TO INCREASE THE NUMBER OF DISADVANTAGED LOW-INCOME COLLEGE STUDENTS, FIRST GENERATION COLLEGE STUDENTS AND COLLEGE
	SCCC FOUNDATION	2C45	BAS PGM CONTR-FNDTN	11/10/2010	11/10/2016	\$2,000	0%		SCCC FOUNDATION CONTRIBUITION FOR BAS PROGRAM MINI GRANT.
	SCCC FOUNDATION	2C50	DISABILITY SUPPT SVC	4/1/2011	12/31/2015	\$2,375	0%		SCCC FOUNDATION FUNDS FOR DISABILITY SUPPORT SERVICES.
	UW#677551	2C55	UW MESA STEM	7/1/2009	6/30/2016	\$300,622	15%	47.076	PI IS WENDY ROCKHILL. NO CHANGE OF PI W/O UW-OSP APPROVAL.CSCC ASSURES UW TO COMPLY WITH OMB A-133 &AP; COLLABORATIVE PROJ BETWN UW-BIOENGR DEPT &AP; SCCC TO PROVIDE ACADEMIC OP PTY(LECTURE,LAB EXP,EDUC COUNSEL) &AP; CENTRAL FOUNDATION AWARDED A GRANT TO SUPPORT THE ESTABLISHMENT OF THE WRITING CENTER.
	UW#681978	2C58	SUBCONTRACT - B3	2/10/2010	1/31/2016	\$265,459	8%	93.859	DW INITIATIVE TO PREPARE STUDENTS FOR THE COMPASS EXAM TEST.
	CENTRAL FOUNDATION	2C59	WRITING CENTER	6/11/2011	12/31/2015	\$1,000	0%		
	FOUNDATION & OTHERS	2CMP	DW COMPASS PREP INIT	8/1/2011	12/31/2015	\$33,000	0%		
	WORKFORCE DEV COUNCIL/SEATTLE	2K05	14 WDC CERT NURSING	4/1/2014	3/31/2016	\$129,920	40%	93.093	WILL PROVIDE COHORT-BASED TRAINING AND COLLEGE-BASED NAVIGATION SUPPORT FOR WIA YOUTH.
	DOE#P042A150427	2K20	TRIO 2015-2020	9/1/2015	8/31/2020	\$2,333,160	8%	84.042A	SUPPORTING DISADVANTAGED LOW-INCOME, FIRST GENERATION, AND STUDENTS WITH DISABILITIES IN SUCCESSFULLY COMPLETING A POST-SEATTLE CENTRAL COLLEGE WILL HIRE TWO COMPLETION COACHES TO FULFILL ROLES AND RESPONSIBILITIES WITH THE PURPOSE OF DIGITAL LITERACY AS A METALITERACY: ENGAGING COLLEGE FACULTY TO INCLUDE IN THEIR CURRICULA DIGITAL LITERACY - A COMPLEX SET WORKFIRST IS WASHINGTON STATES WELFARE REFORM PROGRAM THAT HELPS PEOPLE IN LOW-INCOME FAMILIES FIND JOBS, KEEP THEIR
	PUGET SOUND EDUC SERVICE DIST	2L25	PROJECT FINISH LINE	7/1/2015	11/30/2015	\$71,003	0%		
	WA STATE LIBRARY G-4804	2L37	DIGITAL LITERACY	7/14/2014	8/14/2015	\$7,450	0%	45.310	
	SBCTC	2L51	16SB WF-ADMIN	7/1/2015	6/30/2016	\$21,750	5%	93.558	

Campus	Grantor	ORG	Grant Title	Start Date	End Date	Award Budget	% of Indirect	Fed Cat Num	Grant Description
SBCTC	2L52	16SB-LIFE SKILLS		7/1/2015	6/30/2016	\$7,087	5% 93.558		WORKFIRST IS WASHINGTON STATES WELFARE REFORM PROGRAM THAT HELPS PEOPLE IN LOW-INCOME FAMILIES FIND JOBS, KEEP THEIR TO COVER FOR SALARIES, BENEFITS AND TRAVEL RELATING TO KING-COUNTY MUL TI-CAMPUS NETWORK. GOAL OF GRANT IS TO EXPAND THIS PROGRAM SUPPORTS A CONTINUING ADULT EDUCATIONAL PROGRAM IN THE KING COUNTY CORRECTIONAL FACILITY TO MEET THE GOAL OF MAINSTAY IS TO MATCH INDIVIDUALS WITH VARYING CAPABILITIES AND BACKGROUNDS TO EMPLOYERS' NEEDS AND TO BASIC FOOD EMPLOYMENT AND TRAINING INDIRECT RATE 5% ON SALARIES ONLY - MAX IS \$6,625.62 THE BASIC FOOD, EMPLOYMENT BASIC FOOD EMPLOYMENT AND TRAINING INDIRECT RATE 5% ON SALARIES ONLY THE BFET PROGRAM PROVIDES ACCESS AND SERVICES TO PROVIDE CERTAIN FUNDING FOR A PROJECT OR PROGRAM DESIGNED TO ENHANCE ACCESS TO POSTSECONDARY EDUCATION TO COVER SALARY EXPENDITURES FOR FACULTY TO DEVELOP ESL CURRICULUM STIPEND FOR ONE PT FACULTY TO SUPPORT LEADERSHIP ACTIVITIES THAT RELATE TO EL CIVICS. PT FACULTY WILL DEVELOP MATERIALS FOR STANDARDS ALIGNMENT AND TO SUPPORT LOCAL INSTITUTIONAL EXPENDITURES INCLUDING SALARIES
UNIVERSITY OF WASHINGTON	2L91	STUART GRANT		1/1/2014	10/31/2015	\$30,877	0%		
KING CO DEPT OF ADULT/JUV DET	2L97	KCCF/SCC AGREEMENT		7/1/2015	6/30/2016	\$75,044	0%		
CENTRAL FOUNDATION	2M30	MAINSTAY FOUNDATION		5/1/2012	12/30/2015	\$0	0%		
STATE BOARD FOR COMM & TECH CO	2M31	14SB BFET		10/1/2014	9/30/2015	\$451,460	1% 10.561		
STATE BOARD FOR COMM & TECH CO	2M32	2015-2016 BFET		10/1/2015	9/30/2016	\$394,239	1% 10.561		
COLLEGE SPARK	2M39	14 COLLEGE SPARK/FND		7/1/2013	12/31/2017	\$26,723	0%		
SBCTC	2M45	16 ABE LDRSHIP BLOCK		7/1/2015	6/30/2016	\$6,076	0% 84.002A		
SBCTC	2M70	ABE TRANSITION		9/1/2015	6/30/2016	\$40,348	0% 84.002A		
SEATTLE CENTRAL COLLEGE	2N14	IEP INSTL SUPPORT		7/1/2014	6/30/2016	\$0	0%		
UNIVERSITY OF WASHINGTON	2N59	SUBCONTRACT - CPREE		8/1/2014	7/31/2016	\$70,000	10%		THE CONSORTIUM TO PROMOTE REFLECTION IN ENGINEERING EDUCATION (CPREE) WILL ADDRESS THE NEED FOR A BROADER INTEGRATED DIGITAL ENGLISH ACCELERATION (I-DEA) GRANT.
SBCTC 131-IDEA-13	2N69	13 SBCTC 131-IDEA-13		1/1/2013	6/30/2016	\$149,635	0%		
EDMONDS COMMUNITY	2N80	SUBCONTRACT - SAGE		8/15/2012	7/31/2015	\$87,061	40% 47.076		
NSF#0966307	2OSP	NSF ONSIGHT SCHOLARS		8/1/2010	7/31/2016	\$487,000	0% 47.076		
DEPT. OF COMMERCE	2PAC	PACIFIC TOWER		8/14/2015	6/30/2021	\$0	0%		
NSF#0969603	2RST	NSF READY-SET-TRANSF		8/1/2010	7/31/2016	\$689,494	20% 47.076		
SEATTLE COLLEGE FNDTN (CHASE)	2SHA	SEATTLE HOUSING AUTH		9/8/2014	9/7/2015	\$0	0%		
SEATTLE CENTRAL COLLEGE	2T86	PAC MED X OP COSTS		7/1/2015	6/30/2016	\$30,000	0%		
DEPARTMENT OF COMMERCE/GATES	2T87	PACIFIC TOWER GRANT		2/11/2015	9/30/2016	\$380,000	0%		
UNIVERSITY OF WASHINGTON	2T89	SUBCONTRACT - LSAMP		9/1/2014	8/31/2016	\$20,000	0% 47.076		PROVIDE GRANT FUNDS THROUGH THE BILL & MELINDA GATES FOUNDATION TO FUND CURRICULUM DEVELOPMENT FOR CLASSES TO THE AIM IS TO INCREASE THE NUMBER OF UNDERREPRESENTED COMMUNITY COLLEGE STUDENTS WHO SUCCESSFULLY TRANSFER TO PERKINS FUNDS ARE INTENDED TO SUPPLEMENT STATE FUNDING IN SUPPORT OF ELIGIBLE STUDENTS AND QUALIFYING CAREER AND PERKINS FUNDS ARE INTENDED TO SUPPLEMENT STATE FUNDING IN SUPPORT OF ELIGIBLE STUDENTS AND QUALIFYING CAREER AND PERKINS FUNDS ARE INTENDED TO SUPPLEMENT STATE FUNDING IN SUPPORT OF ELIGIBLE STUDENTS AND QUALIFYING CAREER AND
SBCTC	2W41	16SB PRK-PROF & TECH		7/1/2015	6/30/2016	\$41,175	5% 84.048		
SBCTC	2W42	16SB PRK-STAFF & ADM		7/1/2015	6/30/2016	\$9,560	5% 84.048		
SBCTC	2W43	16SB PRK-ADVISING		7/1/2015	6/30/2016	\$103,182	5% 84.048		

Campus	Grantor	ORg	Grant Title	Start Date	End Date	Award Budget	% of Indirect	Fed Cat Num	Grant Description
	SBCTC	2W44	16SB PRK-SPEC POP	7/1/2015	6/30/2016	\$54,205	5% 84.048		PERKINS FUNDS ARE INTENDED TO SUPPLEMENT STATE FUNDING IN SUPPORT OF ELIGIBLE STUDENTS IN QUALIFYING CAREER AND
	SBCTC	2W45	16SB PRK-NON TRADL	7/1/2015	6/30/2016	\$7,645	5% 84.048		PERKINS FUNDS ARE INTENDED TO SUPPLEMENT STATE FUNDING IN SUPPORT OF ELIGIBLE STUDENTS AND QUALIFYING CAREER AND
	SBCTC	2W46	16SB PRK-ONE STOP	7/1/2015	6/30/2016	\$3,709	5% 84.048		PERKINS FUNDS ARE INTENDED TO SUPPLEMENT STATE FUNDING IN SUPPORT OF ELIGIBLE STUDENTS AND QUALIFYING CAREER AND
	SBCTC	2WBL	WFBL-WORKSTUDY	7/1/2001	6/30/2016	\$24,351	5% 93.558		INCREASE TUITION ASSISTANCE FOR WORKING, PART-TIME STUDENTS WHO ARE INELIGIBLE FOR OTHER TUITION ASSISTANCE EXCLUDE
	SBCTC	2WFT	WFFA-TUIT/BOOKS/FEES	7/1/2001	6/30/2016	\$142,666	5% 93.558		INDIRECT RATE NOT APPLICABLE TO AP. WORK-STUDY PROGRAM FOR WORKFIRST STUDENTS TO ENABLE THEM TO FULFILL THE DSHS WORK
	SEATTLE PUBLIC SCHOOLS	2WYR	14 YOUTH REENGAGEMENT	12/9/2014	8/31/2015	\$40,000	0%		SEATTLE HS OPEN DOORS INITIATIVE SEEKS TO REENGAGE YOUTH IN DANGER OF NOT COMPLETING OR AGING OUT OF THE K-12 SYSTEM
	TOTAL - CENTRAL					\$8,967,959			
	DEPARTMENT OF LABOR	3AIR	14POL AIR WA 1121422	10/1/2011	9/30/2015	\$1,180,585	9% 17.282		AIR WA IS A CONSORTIUM OF WA AEROSPACE AND ADVANCED MANUFACTURING EDUC AND TRAINING ORGANIZATIONS THAT WILL
	SBCTC	3AL3	BEDA LEADERSHIP 1516	7/1/2015	6/30/2016	\$6,588	0%		
	NATIONAL SCIENCE FOUNDATION	3C23	NSF1204279 NANO2 ICR	9/1/2012	8/31/2016	\$2,299,509	40% 47.076		SHINE ACTS AS A REGIONAL HUB TO PROMOTE AWARENESS OF THE PRINCIPLES OF NANOSCIENCE, WHILE EXPANDING DIVERSITY. TRAIN 2011-2013 ED FOUNDATION MINI GRANT.
	NORTH FOUNDATION	3CM3	EDFUND MINIGRNT 1113	7/1/2011	12/30/2015	\$20,000	0%		
	SBCTC	3DEA	16SB I-DEA GRANT	1/1/2013	3/31/2016	\$154,635	0%		INTEGRATED DIGITAL ENGLISH ACCELERATION GRANT TO INCREASE DIGITAL, CAR ERR, AND COLLEGE-READINESS SKILLS OF ADULT
	SBCTC	3DRV	15SB I-DEA MISC GRNT	6/16/2015	9/30/2015	\$11,700	0%		THIS IS A SUBGRANT PROVIDED FROM A GRANT THAT SBCTC RECEIVED FROM THE BILL & MELINA GRATES FOUNDATION. IT IS TO
	SBCTC	3EA3	16SB EARLY ACH OPFOR	7/1/2015	6/30/2016	\$15,100	0% 93.575		NO INDIRECT. SBCTC CONTRACT NO.132-EAOG-16.
	PUGET SOUND EDU SERVICE DIST	3FNL	1517 FINISH LINE	7/1/2015	6/30/2017	\$222,570	0%		NO INDIRECT
	SBCTC	3L51	16SB WFDA GRANT	7/1/2015	6/30/2016	\$181,187	5% 93.558		RENEWAL OF THE WORK FIRST DELIVERY GRANT. **INDIRECT IS 5% OF SALARY ONLY. SBCTC GRANT # 132-WFDA-16.
	DEPT HEALTH HUMAN SERVICES	3L56	LEP PATHWAY ESL 1516	7/1/2015	6/30/2016	\$23,674	0%		
	WORKFORCE DEVELOPMENT	3M14	15WDC 14/604-HHS	9/30/2014	9/29/2015	\$438,862	10% 93.093		
	SBCTC	3M18	15SB BFET	10/1/2014	9/30/2015	\$488,223	5% 10.561		THE BASIC FOOD, EMPLOYMENT AND TRAINING PROGRAM (BFET) PROVIDES ACCESS AND SERVICES TO FOOD STAMP RECIPIENTS IN
	SBCTC	3M32	16SB BFET	10/1/2015	9/30/2016	\$525,580	0% 10.561		
	NSC EDUCATION FUND	3MG7	EDFUND MINIGRNT 1517	7/1/2015	12/31/2017	\$20,000	0%		NSC EDUCATION FUND MINI GRANTS 1517 BIENNIMUM, ZERO INDIRECT COST, REIMBURSEMENT BASED; CAMPUS BUSINESS OFFICE WILL
	GILDER LEHRMAN INSTITUTE	3NEH	16NEH CREATEDEQUAL	9/1/2013	8/31/2016	\$1,200	0%		THIS GRANT IS FOR PARTICIPATION IN THE CREATED EQUAL. AMERICA'S CIVIL RIGHTS STRUGGLE PROJECT. RANT CONTRACT SUSAN
	NATIONAL SCIENCE FOUNDATION	3OSP	NSF ONSIGHT SCHOLARS	8/1/2010	7/31/2015	\$360,000	0% 47.076		\$1.2MIL OVER 5-YEARS FOR STUDENT SUPPORT INFRASTRUCTURE, PROJECT MGMT AND SCHOLARSHIPS TO APPROX 170 TALENTED LOW-

Campus	Grantor	ORG	Grant Title	Start Date	End Date	Award Budget	% of Indirect	Fed Cat Num	Grant Description
	NATIONAL SCIENCE FOUNDATION	3RSE	NSF1432018 RISE	8/15/2014	7/31/2017	\$594,774	40%	47.076	RISE IS A COLLABORATIVE PROJECT BETWEEN NORTH SEATTLE COLLEGE AND CENTRAL WASHINGTON UNIVERSITY WITH THE GOAL \$2.0MIL OVER 5-YEARS TO INCREASE STEM STUDENTS INTO SUCCESSFULLY TRANSFERRING TO 4-YEARS BY RECRUIT AND SUPPORT
	NATIONAL SCIENCE FOUNDATION	3RST	NSF READY-SET-TRANSF	8/1/2010	7/31/2015	\$783,478	20%	47.076	
	ED FUND	3SAF	HS COMPL-SEA EDU AXS	10/1/2015	9/30/2016	\$22,500	0%		
	SEATTLE COLLEGE FUNDN (CHASE)	3SHA	SEATTLE HOUSING AUTH	9/8/2014	9/7/2015	\$0	0%		TO DEVELOP & DELIVER A SERIES OF INNOVATIVE, CREDIT-BEARING ORIENTATIONS FOR SEATTLE HOUSING AUTHORITY
	SBCTC	3W41	1SSB PERKINS PLAN	7/1/2015	6/30/2016	\$161,887	5%	84.048	
	SBCTC	3WIO	BEDA WIOA 1516	9/1/2015	6/30/2016	\$26,378	0%	84.002A	
	INTERAGENCY ACADEMY	3WYR	14 YOUTH REENGAGEMENT	12/9/2014	8/31/2015	\$40,000	0%		SEATTLE HS OPEN DOORS INITIATIVE SEEKS TO REENGAGE YOUTH IN DANGER OF NOT COMPLETING OR AGING-OUT OF THE K-12 SYSTEM
	TOTAL - NORTH					\$7,578,430			
	BOSTON EDUCATIONAL SVCS	4C07	ITEP-TESTING	5/1/2011	12/30/2015	\$0	20%		SOUTH TO ADMINISTER THE BOSTON EDUCATION SVCS (BES) ITEP 4 INTL TEST OF ENGLISH PROFICIENCY.
	PSES/BILL&MELIN DA FND	4C27	PROJECT FINISH LINE	1/2/2015	6/30/2017	\$364,252	0%		TO PROVIDE COMPLETION COACHING SERVICES & RELATED SUPPORTS FOR THE PROJECT FINISH LINE GRANT
	METRO DEVLPMNT COUNCIL	4C85	1/5 CAGS-TRIO TALENT	10/14/2010	8/31/2015	\$92,000	0%		SOUTH AND METROPOLITAN DEVELOPMENT COUNCIL (FISCAL AGENT AND RESPONSIBLE FOR REPORTING TO THE HECB (FUNDING) WILL TALENT SEARCH IDENTITIES AND ASSISTS INDIVIDUALS FROM DISADVANTAGED BACKGROUNDS TO SUCCEED IN HIGHER
	US DEPT OF EDUC	4C88	1 OF 5 TALENT SEARCH	9/1/2011	8/31/2016	\$1,275,364	8%	84.044A	\$14,760PERYEAR FOR INFRASTRUCTURE OF 1.0 HOMELESS PGM KING COUNTY FUNDED STAFF BASED AT THE WORKSOURCE AFFILIATE DW INITIATIVE TO PREPARE STUDENTS PREPARE FOR THE COMPASS EXAM TEST.
	KING COUNTY EMPLOY & EDUC FOUNDATION & OTHERS	4C90	HOMELESS EP	7/1/2012	6/30/2016	\$61,920	20%		SSCC WILL PROVIDE COHORT-BASED TRNG FOR HEALTH CARE ENROLLED STUDENTS. **\$~*10% FROM TOTAL EXP.
	WDC OF SEATTLE KING COUNTY	4K20	WDC-HHS-HEALTH	9/30/2013	9/29/2016	\$147,473	10%	93.093	TO DELIVER THE READINESS ACADEMY PROGRAM TO COLLEGE BOUND STUDENTS AT WEST SEATTLE HIGH SCHOOL.\$19200 PER YEAR
	SEATTLE PUBLIC SCHOOL	4K46	WESTSEA HS	9/1/2013	6/30/2016	\$38,400	20%		CAREER LINK PGM TO PROVIDE EDUC OPPTY TO INDIVIDUALS WHO ARE AT LEAST AGE 16 AND UNDER 21 BY SEPT 1 WHO HAVE NOT MET
	HIGHLINE SCHOL DIT # 401	4K64	11-15 CAREER LINK	9/1/2011	8/31/2015	\$652,516	5%		PROVIDE TECHNICAL SUPPORT AT NEW HOLLY COMPUTER LAB AND OTHER RELATED TECHNOLOGY PROGRAMS REDUCTION IN STANDARD
	SBCTC	4K70	1517 SB BP JSKILLS	7/1/2015	6/30/2016	\$108,913	0%		9.3%indirect cost charged from Salaries, Benefits, Supplies & Travel.
	CENTRALIA COLLEGE	4K71	1 OF 4 DOL WISE	10/1/2014	9/30/2018	\$687,664	9%	17.282	
	SBCTC	4K73	1517 SB NWH JSKILLS	7/1/2015	6/30/2017	\$28,181	0%		
	SBCTC	4K80	1516SB WIOA TRANSIT	9/1/2015	6/30/2016	\$41,658	0%	84.002A	BEDA WIOA Transition grant 4 Leadership activities related to ABE/ELC -----
	US DEPT OF EDUCATION	4L01	2015-20 SSS SUPPLMNT	9/1/2015	8/31/2020	\$150,000	0%	84.042A	SUPPLEMENTAL SSS FED GRANT TO 161-4L46
	DOE#P042A1000880	4L02	2010-15DOE TRIO-SSS	9/1/2010	8/31/2015	\$0	0%	84.042A	FIN-AID COMPONENT OF BUDGET # 161-4L44. This budget is for scholarship to fund 271-4511 while 161-4L44 is the OPNS.

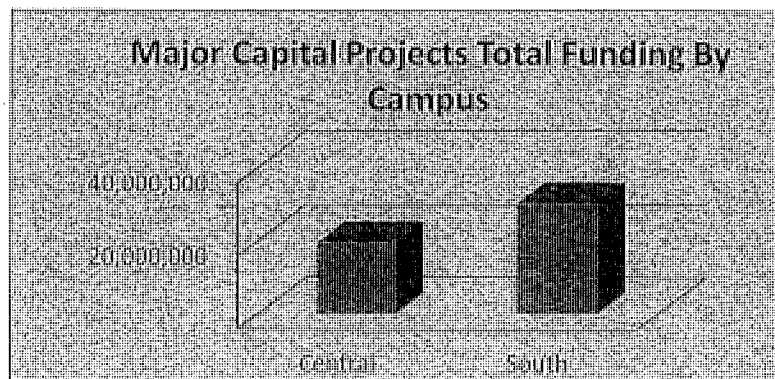
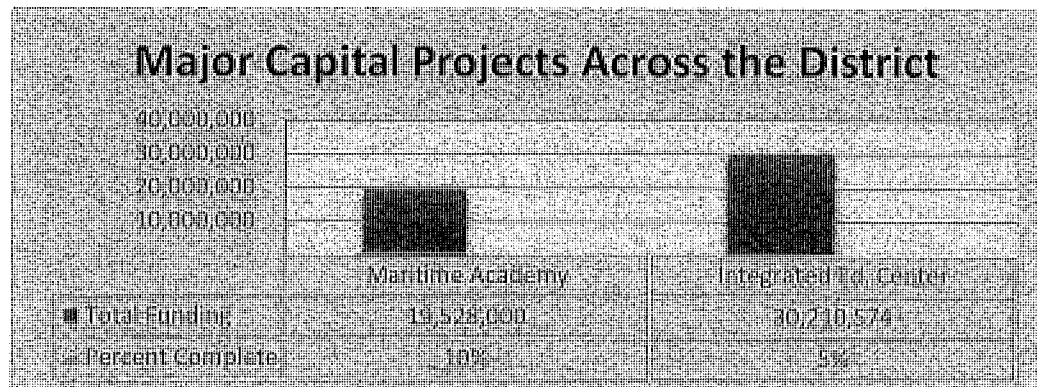
Campus	Grantor	ORG	Grant Title	Start Date	End Date	Award Budget	% of Indirect	Fed Cat Num	Grant Description
	SEATTLE PUBLIC SCHOOL	4L07	1516 AUTOCLLISION	9/9/2015	6/23/2016	\$33,006	5%		AUTO COLLISION TRAINING TO SEA PUBLIC SCHOOL STUDENTS. ICR @ 5% TO ALL OBJECTS. TO SUPPORT THE PROPOSAL ENTITLED, ADDRESSING THE HEALTH&SAFETY 4 WOMEN
	DEPT OF ENVIRONMENTAL&O	4L13	LERC SHIP	12/1/2014	5/30/2016	\$15,000	0%		
	DSHS	4L30	1516 DSHS ORLA	7/1/2015	6/30/2016	\$236,000	20%		
	DOE# P042A100880	4L44	TRIO SSS 5 OF 5	9/1/2010	8/31/2015	\$1,470,907	8%	84.042	
	SBCTC	4L52	1516 SB WF ADMIN	7/1/2015	6/30/2016	\$14,377	5%	93.558	
	SBCTC	4L53	1516 SB WF INTRCNTRL	7/1/2015	6/30/2016	\$19,874	5%	93.558	
	SBCTC	4L54	1516 SB WF LIFESKLS	7/1/2015	6/30/2016	\$9,450	5%	93.558	
	SBCTC	4L55	1516 SB WF BASICSKLS	7/1/2015	6/30/2016	\$37,000	5%	93.558	IRINA: INDIRECT WAIVED YOUTH EMPLOYMENT PROGRAM
	SBCTC	4L56	1516 SB WF JOBSKLS	7/1/2015	6/30/2016	\$61,562	5%	93.558	AUTOMOTIVE TRAINING-AUTO SERVICE & REPAIR
	SBCTC	4L57	1516 SB WF HSE-GED	7/1/2015	6/30/2016	\$7,015	5%	93.558	GENERAL MANUFACTURING TRAINING
	USDOE	4L64	2015-20 TRIO SSS	9/1/2015	8/31/2020	\$1,326,905	8%	84.042A	INDIRECT EXCLUDE OBJ. NZ
	SEATTLE HOUSING AUTHORITY	4M19	SHA/SEA HOUSING AUTH	6/26/2013	8/15/2015	\$1,000	27%		SUMMER YOUTH EMPLOYMENT PROGRAM IN NEW HOLLY PARK FOR ONE YOUTH DURING SUMMER (JUNE 26 THRU AUGUST 15). EXPENSES
	USDOL/ETA FAIRN:AP27837-	4M24	2015-20 DOL/ETA AAI	10/1/2015	9/30/2020	\$4,810,008	20%	17.268	American Apprenticeship Initiative: Partnership for Advanced Technology in Manufacturing & Marine Engineering SOUTH is the LEAD
	WSDA CONTRACT NO.K1730	4M26	1516 WSDA MAHONIA	7/1/2015	6/30/2016	\$26,834	0%		EVALUATING MAHONIA SPECIES&CULTIVARS 4 LANDSCAPE USE IN THE PACIFIC NW
	SBCTC	4M30	1415SB BFET	1/10/2014	9/30/2015	\$1,434,702	0%	10.561	
	SBCTC	4M32	1516 SB BFET	10/1/2015	9/30/2016	\$1,556,750	0%	10.561	TRAIN SHIPYARD WORKERS IN ASBESTOS RECOGNITION AND ABATEMENT PROCEDURES
	SBCTC	4M46	1516 SB LEADERSHIP	7/1/2015	6/30/2016	\$5,563	5%		
	SBCTC	4M49	1516 SB I-DEA	7/1/2015	6/30/2016	\$51,235.	5%		
	NSF	4M62	1 OF 4 NSF	7/1/2014	7/31/2017	\$862,080	10%	47.076	CONTINUATION OF SMALL BUSINESS DEVELOPMENT GRANTS FROM WSU
	DCHS KING COUNTY	4M64	BRIDGE TO PROSPERITY	3/1/2015	12/31/2016	\$160,000	8%	17.270	
	CITY OF SEATTLE/FLEETS	4M66	SEA FLEETS APPRENT	10/1/2013	6/30/2019	\$44,000	20%		
	WA ASSN OF SHERIFFS & POLICE	4M70	WA ASSN OF SHRIFFS	10/1/2013	9/30/2015	\$90,000	20%	16.609	INDIRECT COST RATE OF20% from total expenses
	SEATTLE PUBLIC LIBRARY	4M77	SP LIBRARY WORKSHOP	7/1/2009	12/31/2015	\$7,000	15%		AGREEMENT RESULTS IN RESUME & INTERVIEW SKILLS WORKSHOPS OFFERED AT SP LIBRARY AT A RATE OF \$100/WORKSHOP

Campus	Grantor	ORG	Grant Title	Start Date	End Date	Award Budget	% of Indirect	Fed Cat Num	Grant Description
	DOE#P047A120679	4M90	1217 UPWR BND1-1/5	9/1/2012	8/31/2017	\$1,485,810	8%	84.047A	DUE TO SEQUESTRATION AWARD WAS REDUCED BY 5.23%
	DOE#P047A120693	4M94	1217 UPWR BND2-1/5	9/1/2012	8/31/2017	\$1,236,925	8%	84.047A	DUE TO SEQUESTRATION AWARD WAS REDUCED BY 5.23%
	KING COUNTY CNTRACT #D37486D	4N06	THE LEARNING CENTER	1/1/2009	12/31/2015	\$1,119,294	7%		CONTRACT RENEWED ON 1/1/2013 FOR \$192,528 FOR JAN 1-DEC 31, 2014. ICR IS 7%OF OBJECTS A & B.
	WDC-KING COUNTY #14-229-NEGJD	4N07	WDC-JMA/INDUSTRIAL	3/6/2015	9/30/2015	\$43,555	10%	17.277	TO COVER TUITION, FEES, BOOKS/SUPPLIES for SPRING,2015 \$18620 and SUMMER,2015 @ \$24,935.02 FOR UP TO 11 STUDENTS
	WSC-KING COUNTY#14/228-	4N09	WDC-MARTINE/MANUFAC	3/6/2015	11/15/2015	\$49,812	10%	17.277	FOR TUITION, FEES, BOOKS/SUPPLIES & INSTR.SUPPORT FOR SPR&SUMMER
	YAKIMA VALLEY COLLEGE	4N88	1518 NSF ATE PNWEC	8/31/2015	7/31/2016	\$151,697	40%	47.076	3-YEAR AWARD: 1YR-\$57,080; 2YR-\$51,378;3YR-\$43239 ----- INDIRECT COST @ 40% FROM SALARIES
	NSF#0966315	4OSP	NSF ONSIGHT SCHOLARS	8/1/2010	7/31/2015	\$353,000	0%	47.076	\$1.2MIL OVER 5-YEARS FOR STUDENT SUPPORT, INFRASTRUCTURE, PROJECT MGMT AND SCHOLARSHIPS TO APPROX 170 TALENTED LOW-
	NSF#0969609	4RST	NSF READY-SET-TRANSF	8/1/2010	7/31/2015	\$527,028	20%	47.076	\$2.0MIL OVER 5-YEARS TO INCREASE STEM STUDENTS INTO
	SEATTLE COLLEGE FNDTN (CHASE)	4SHA	SEATTLE HOUSING AUTH	9/8/2014	9/7/2015	\$0	0%		SUCCESSFULLY TRA NSFERING TO 4-YEARS BY RECRUITMENT AND
	SPOKANE CC- DIST #17	4T04	AIR WA	10/1/2011	9/30/2015	\$1,928,675	9%	17.282	TO DEVELOP & DELIVER A SERIES OF INNOVATIVE, CREDIT- BEARING ORIENTATIONS FOR SEATTLE HOUSING AUTHORITY
	UNION POWER CONTRACTS	4T11	LABOR CTR/CONTRACTS	11/8/2010	12/30/2015	\$66,876	20%		AIR WA GRANT AGREEMENT WITH US DEPT OF LABOR EMPLOYMENT AND TRAINING ALONG WITH CONSORTIUM MEMBERS.
	DEPT OF LABOR	4T31	STEM TEACHER BOOTCAP	10/1/2011	9/30/2015	\$1,040,800	8%	17.282	THE LABOR CENTER ESTABLISHES A CONTRACT ACCT FOR CONTRACTED REVENUES AND EXPENSES FROM ANY CONTRACT
	DOEDUC# P031A100048	4T60	SIP TTILE3 5 OF 5	10/1/2010	9/30/2015	\$1,998,802	0%	84.031	STRENGTHENING INSTITUTIONS PROG HELPS HIGHER EDUCATION TO BECOME SELF-SUFFICIENT AND EXPAND THEIR CAPACITY TO SERVE
	SBCTC	4W41	1516SB PERKINS	7/1/2015	6/30/2016	\$190,202	5%	84.243	
	INTERAGENCY ACADEMY	4WYR	YOUTH REENGAGEMENT	12/9/2014	8/31/2015	\$0	0%		
	DOE#P382B110009	4Z50	FAANAPISI	1/11/2011	9/30/2016	\$2,071,174	0%	84.382B	GRANT AND RELATED ASSISTANCE TO ASIAN AMERICANS AND NATIVE AMERICAN PACIFIC ISLANDER TO ENABLE THE INSTITUTION TO
	TOTAL - SOUTH					\$28,212,259			
	SOUND TRANSIT	5L11	RAPID PACT	1/1/2014	12/31/2016	\$125,000	5%		TO PROVIDE SERVICES & RESOURCES FOR INDIVIDUALS INTERESTED IN A CAREER IN THE BLDG & CONSTRUCTION
	SBCTC	5M16	2013 BFET	10/1/2012	9/30/2015	\$226,011	5%	10.561	
	SBCTC	5W41	16SB PERKINS	7/1/2015	6/30/2016	\$66,670	5%	84.048	Perkins funds for FY2015-16. 5% indirect on all salaries in for administrative oversight of grant at the district: \$1,600.
	INTERAGENCY ACADEMY	5WYR	YOUTH REENGAGEMENT	12/9/2014	8/31/2015	\$0	0%		
	TOTAL - SVI					\$417,681			
	TOTAL - All Active Grants					\$46,576,379			



Major Capital Project Report Funding Report as of 9/30/15

Project	Prior Allocation	2015-17 APPR/ReAPPR Changes	Total Project Funding	Status
CENTRAL CAMPUS				
MARITIME ACADEMY REPLACEMENT	\$ 19,528,000	\$ -	\$ 19,528,000	Building construction is well underway with about 2000 of the 2600+ cyds of concrete now poured. Underslab rough-ins are nearing completion, and concrete work will be complete by end of October. Steel detailing and manufacture is reportedly on schedule, with shipments beginning next week. ROW and street improvements will begin with utility trenching soon. Changes in SCL, SPU, and SDOT continue to frustrate but finalization of these city agency decision are being resolved and not expected to delay project. Change orders have been relatively low, and earned value is tracking well, so project is on budget and on schedule.
	\$ 19,528,000	\$ -	\$ 19,528,000	
SOUTH CAMPUS				
INTEGRATED EDUCATION CENTER	\$ 2,087,000	\$ 28,123,574	\$ 30,210,574	Replace the old Cascade Court building with a new Integrated Education Center building. The detailed design phase was just completed in this summer. The preparation of bid construction drawings, specifications, and documents phase is complete. The overall project is on schedule and on budget. The Construction phase funding of \$28,123,574 was allocated from the state in the 2015-17 biennium to bring the total project funding to \$30,210,574. The project is expected to go out to bid this fall 2015.
	\$ 2,087,000	\$ 28,123,574	\$ 30,210,574	
DISTRICT BALANCES	\$ 21,615,000	\$ 28,123,574	\$ 49,738,574	





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MEMORANDUM

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.
Chancellor

DATE: November 12, 2015

SUBJECT: WAC 132F-121 -- First Reading

Background

The proposed changes to the student conduct WACs were recommended by the vice presidents for Student Services. The updated language includes mandatory changes required by VAWA and Title IX and incorporates model language that is shared by colleges statewide under the recommendation of the Assistant Attorney General's Office.

Following a first reading by the Board of Trustees, a public hearing will be scheduled to gather comments. Those comments will be incorporated into a final recommendation that will be presented to the Board at a later date.

Recommendation

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

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

Dr. Jill Wakefield, Ed.D.
Chancellor

Chapter 132F-121 WAC

STUDENT ACTIVITIES, RIGHTS AND DISCIPLINE

(Formerly chapter 132F-120 WAC)

Last Update: 1/6/15

WAC

132F-121-010	Definitions and general provisions.
132F-121-020	Student rights, freedoms, and responsibilities.
132F-121-030	Student organizations.
132F-121-040	Journalistic freedom and responsibility.
132F-121-050	Student use of the district/college name.
132F-121-060	Student complaints generally.
132F-121-070	Informal processing of complaints.
132F-121-080	Formal processing of complaints.
132F-121-090	Additional provisions for grade complaints.
132F-121-100	Student conduct generally.
132F-121-110	Student misconduct.
132F-121-120	Instructor sanctions for course work dishonesty or classroom misconduct.
132F-121-130	Disciplinary jurisdiction.
132F-121-140	Initiation of discipline.
132F-121-150	Vice-president's review and action.

132F-121-160 Disciplinary actions.

132F-121-170 Appeals and referrals generally.

132F-121-180 Student conduct committee.

132F-121-190 Student conduct committee hearings—In general.

132F-121-200 Student conduct committee hearings—Presentations of evidence.

132F-121-210 Student conduct committee initial order.

132F-121-220 President's review and final college order.

132F-121-230 Reestablishment of academic standing after successful appeal.

132F-121-240 Reinstatement after suspension or expulsion.

132F-121-250 Summary suspensions.

132F-121-260 Maintenance of student discipline records.

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

(1)(a) **Bullying.** Bullying is physical or verbal abuse, including written or electronic expressions, repeated over time, and involving a power imbalance between the aggressor and victim that is directed at another student or staff which: ~~Bullying is defined as the repeated use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any combination thereof, directed at another student or staff that:~~

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

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

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

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

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

(b) **Cyber-Misconduct.** Cyber-stalking, cyber-bullying or online harassment. Use of electronic communications, including, but not limited to, electronic mail, instant messaging, electronic bulletin boards, and social media sites, to harass, abuse, bully or engage in other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person. Prohibited activities include, but are not limited to, unauthorized monitoring of another's email communications directly or through spyware, sending threatening emails, disrupting electronic communications with spam or by sending a computer virus, sending false messages to third parties using another's email identity, non-consensual recording, including

images or videos of a sexual nature, and non-consensual distribution of such material. ~~Cyber-bullying is defined as bullying through the use of technology or any electronic communication which shall include, but not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo-electronic, or photo-optical system including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications. Cyber-bullying shall also include the creation of a web page or blog in which the creator posted content or messages, if the creation or impersonation creates any of the conditions constituting bullying in the student conduct code. Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions constituting bullying in the student conduct code.~~

(c) **Stalking.** Stalking is intentional and repeated following of another person, which places that person in reasonable fear that the perpetrator intends to injure, intimidate or harass that person. Stalking also includes instances where the perpetrator knows or rea-

sonably should know that person is frightened, intimidated or harassed, even if the perpetrator lacks such an intent.

(2) **Sexual Misconduct.** The term "sexual misconduct" includes sexual harassment, sexual intimidation, and sexual violence.

(a) Sexual Harassment. The term "sexual harassment" means unwelcome conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature that is sufficiently serious as to deny or limit, and that does deny or limit, based on sex, the ability of a student to participate in or benefit from the college's educational program or that creates an intimidating, hostile, or offensive environment for other campus community members.

(b) Sexual Intimidation. The term "sexual intimidation" incorporates the definition of "sexual harassment" and means threatening or emotionally distressing conduct based on sex, including, but not limited to, nonconsensual recording of sexual activity or the distribution of such recording.

(c) Sexual Violence. "Sexual violence" is a type of sexual discrimination and harassment. Nonconsensual sexual intercourse, nonconsensual sexual contact, domestic violence, dating violence, and stalking are all types of sexual violence.

i. Nonconsensual sexual intercourse is any sexual intercourse (anal, oral, or vaginal), however slight, with any object, by a person upon another person, that is without consent and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.

ii. Nonconsensual sexual contact is any intentional sexual touching, however slight, with any object, by a person upon another person that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.

iii. Domestic violence includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

iv. Dating violence means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

v. Stalking as defined in 132F-121-010(1)(c).

vi. Consent: knowing, voluntary and clear permission by word or action, to engage in mutually agreed upon sexual activity. Each party has the responsibility to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be at the time of the act of sexual intercourse or sexual contact actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.

A person cannot consent if he or she is unable to understand what is happening or is disoriented, helpless, asleep or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has engaged in nonconsensual conduct.

Intoxication is not a defense against allegations that an individual has engaged in nonconsensual sexual conduct.

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

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

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

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

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

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

(89) An action or activity that may be authorized or taken by the district chancellor, a vice chancellor, a campus president, or a campus vice-president may also be authorized or taken by any other person whom that officer has specifically designated to perform that function

on his/her behalf, but this officer retains responsibility for the function.

(~~9~~10) After the adoption of these rules, if a statute or rule to which they refer is renumbered or otherwise amended, these rules shall be interpreted to the fullest extent possible to incorporate such amendment while still giving effect to their original purposes.

(~~10~~11) Service of any document, notice, or copy under this chapter shall be made (a) by personal delivery, (b) by mailing to the recipient's last known address, which service shall be regarded as complete upon deposit in the U.S. mail properly stamped and addressed, or (c) as otherwise authorized by law or rule.

(~~11~~12) The term "student" includes all persons taking courses at the district, either full-time or part-time. Persons who withdraw after allegedly violating the student code, who are not officially enrolled for a particular term but who have a continuing relationship with the district, or who have been notified of their acceptance for admission are considered "students" as are persons who are living in district resident halls, although not enrolled at the district.

[Statutory Authority: RCW 28B.50.140(13) and 42.56.040. WSR 15-02-072, § 132F-121-010, filed 1/6/15, effective 2/6/15. Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-010, filed 5/21/13, ef-

fective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-010, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-020 Student rights, freedoms, and responsibilities.

(1) ~~Preamble.~~ Statement of Student Rights. As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the ~~district-col-~~
lege community.

The following enumerated rights are guaranteed to each student within the limitations of statutory law and college policy which are deemed necessary to achieve the educational goals of the college:

1. Academic freedom.

a) Students are guaranteed the rights of free inquiry, expression, and assembly upon and within college facilities that are generally open and available to the public.

b) Students are free to pursue appropriate educational objectives from among the college's curricula, programs, and services, subject to the limitations of RCW 28B.50.090(3)(b).

c) Students shall be protected from academic evaluation which is arbitrary, prejudiced, or capricious, but are responsible for meeting the standards of academic performance established by each of their instructors.

d) Students have the right to a learning environment which is free from unlawful discrimination, inappropriate and disrespectful conduct, and any and all harassment, including sexual harassment.

2. Due Process.

a) The rights of students to be secure in their persons, quarters, papers, and effects against unreasonable searches and seizures is guaranteed.

b) No disciplinary sanction may be imposed on any student without notice to the accused of the nature of the charges.

c) A student accused of violating this code of student conduct is entitled, upon request, to procedural due process as set forth in this chapter.

d) Sexual misconduct investigations. Both the respondent and the complainant in cases involving allegations of sexual misconduct shall be provided the same procedural rights to participate in student discipline matters, including the right to participate in the initial disciplinary decision-making process and to appeal any disciplinary decision.

(2) Classroom freedom of expression. The district recognizes the rights of students to freedom of discussion and free expression of views. However, students' rights of classroom expression do not include expressions or conduct which create a hostile educational environment or violate chapter 49.60 RCW or other applicable law. It is the responsibility of the instructor to insure and encourage the realization not only of the fact but of the spirit of free inquiry. Instructors have the responsibility to maintain order, but this authori-

ty shall not be used to inhibit the expression of views contrary to their own. Students have the right to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they cannot do so in a disruptive manner that interferes with the educational process. Students are responsible for learning the content of any course of study for which they are enrolled. It also is the responsibility of the student to comply with the instructor's efforts to assure freedom of expression and to maintain order.

(3) Protection against improper evaluation. Instructors shall give their students fair and consistent evaluations of the students' course performance. Toward this end, instructors are also responsible for establishing appropriate standards of academic performance for each course. Fair and consistent grading is a legitimate classroom experience.

(4) Protection against improper disclosure. Information about student views, beliefs, and political associations which is acquired by instructors in the course of their work as faculty or advisors, under circumstances which clearly indicate that it is intended to be confidential, shall be treated as confidential and shall not be disclosed to others, unless it relates to the apparent or intended com-

mission of a crime or disclosure is required by law. Protection against improper disclosure of student education record information is a serious professional obligation incurred by the teaching profession and district administrators. However, evaluations of student ability and character may be provided to third parties with the student's consent or in accordance with applicable law.

(5) Nonacademic expression and inquiry. Students and student organizations are free to examine and to discuss all questions of interest to them and to express opinions publicly and privately, in accordance with law. They are free to support causes by orderly and lawful means which do not disrupt the operation of the institution and which comply with the district's policies regarding these activities.

(6) The district shall respect students' right to privacy. It will not inquire into the off-campus activities of its students without legal justification.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-020, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-030 Student organizations. (1) Student organizations may be established and recognized whether their aims are educational,

cultural, recreational, social, athletic, religious, political, or economic. Affiliation with an external organization shall not in and of itself disqualify a campus-based student organization from recognition. Membership in a student organization shall be open to any student who subscribes to the stated aims of the organization. To operate as such, a student organization must be recognized by the approved student government organization. The student organization shall abide by all governing federal and state laws and district and campus rules, policies and procedures.

(2) A college may require, as a condition of access to campus funds and/or facilities, demonstration or proof of the student enrollments of a student organization's members. However, any list of members compiled for such purposes shall not be publicly disclosed except in accordance with applicable law. A college may, in its discretion, permit others, such as students' spouses, to participate in a student organization's activities under appropriate conditions.

(3) Each year, before a student organization may be recognized or function as such, or may use services and activities funds, a college employee must be identified to serve as its advisor and his/her name must be approved by the vice-president for student services or designee.

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

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

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-030, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-030, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-040 Journalistic freedom and responsibility. (1) A primary purpose of student publications is to promote free and responsible discussion of campus and community issues.

(2) Each campus president shall establish a board of publications composed of representatives of students, faculty, and staff. This board shall serve as the publisher of all student publications and shall have general authority over them.

(3) The board of publications may adopt, subject to modification by the campus president, such journalistic, editorial, and advertising guidelines as it deems appropriate to govern student publications. Unless specifically stated by the board and approved by the campus president otherwise, these guidelines shall be deemed to include all applicable federal and state laws, all district rules, policies and procedures, and relevant codes of journalistic, editorial and advertising ethics and practices as adopted by national trade and professional organizations, including but not limited to the *Statement of Principles* as adopted by the American Society of Newspaper Editors.

(4) Student newspapers shall be free of censorship. However, student newspapers and other student publications shall follow the board's guidelines as described above. Student editors shall be free to develop their own editorial policies within these guidelines.

(5) Staff members of student newspapers shall not be subject to arbitrary discipline or dismissal because of student, faculty, administrative or community disapproval of editorial policy or content.

(6) Good cause for discipline or dismissal of a student publication staff member shall include, but not be limited to, violation of the board's guidelines. Any discipline or dismissal of a student staff member shall be subject to review under the student complaint procedure.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-040, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-050 Student use of the district/college name. (1) No individual student, student group, or student organization may act or make any representation in the name of the district or of any campus without specific authorization from the vice-president for student services or designee.

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

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-050, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-050, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-060 Student complaints generally. (1) The procedures in this chapter are to be used for the processing and disposition of complaints by students (complainants) against college employees or other students, except to the extent that a complaint is against a college employee and the processing is dictated otherwise by a collective bargaining agreement or other applicable process. These procedures are available to all students and are intended to protect the rights of both the complainant and the respondent.

(2) For the purposes of this chapter, a "complaint" is defined as a good faith allegation based on personal experience or knowledge by a student or students that there has been a violation, misapplication, or misinterpretation of some service or rule as it applies to students in the institution by a staff or faculty member of the institution, resulting in loss or detriment to the complainant. However, an objection to disciplinary action under the student conduct code is only appealable under that code, and cannot constitute a complaint.

(3) Each college president shall appoint a complaints officer to handle student complaints. This position shall be filled by an employee whose position is below the level of vice-president. The district chancellor shall designate a complaints officer to handle complaints against Siegal Center employees. If the president or chancellor deter-

mines, upon request, that the complaints officer has a disqualifying personal interest in a particular matter, he/she may appoint a substitute complaints officer for that matter. Information on the identity and location of the complaints officer(s) and about this procedure shall be readily available within each college.

(4) The complaints officer shall be responsible for taking appropriate actions to try to resolve complaints.

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

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

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

(8) If a respondent employee is unavailable, or otherwise fails or refuses to participate timely in a complaint proceeding, the respondent's supervisor may act or designate another person to act in

the complaint proceeding on that employee's behalf. However, no action by a substitute may subject the respondent employee to discipline.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-060, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-060, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-070 Informal processing of complaints. (1) This informal process is intended to facilitate prompt and amicable resolution of a complaint apart from the formal complaint process.

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

(3) If the student complainant believes that discussion with an employee respondent will not achieve or has not achieved a satisfactory result, the student may communicate about the matter with the respondent's supervisor.

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

(5) This informal process must be completed in a timely manner.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-070, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW

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

WAC 132F-121-080 Formal processing of complaints. (1) To be considered under the formal process, a complaint must be filed in writing with the campus complaints officer by the final day of the quarter following the quarter in which the problem occurred, except as otherwise provided in WAC 132F-121-090 for a grade complaint. For purposes of complaints, the quarter which follows spring quarter is fall quarter. The written document should fully specify the facts and other grounds on which the complaint is based, and should include copies of relevant supporting documents when feasible. The complaints officer may extend any deadline herein for good cause.

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

(3) If the complaints officer determines that the complaint does qualify as such, that officer must serve copies of the complaint and

the supporting documents on the individual named in the complaint (the respondent) and the respondent's supervisor, within five working days.

(4) The respondent, upon receiving notice of the formal complaint, shall provide a response in writing to the complaints officer, and to the respondent's supervisor, within ten working days.

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

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

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

(8) During this conference the complaints officer shall try to facilitate resolution. The complaints officer shall produce a written

statement summarizing the conference and provide copies to all parties within ten working days of the conference.

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

(10) The complaints officer shall forward, within five working days, the request for administrative review, the complaint, supporting documents, and the conference summary either to the vice-president of instruction (if the officer determines that the complaint is predominantly an instructional matter), or to the vice-president for student services (if the officer determines that the complaint is predominantly noninstructional in nature).

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

decision shall be in writing and shall be served on the student complainant and others deemed appropriate.

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

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-080, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-080, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-090 Additional provisions for grade complaints. (1)

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

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

(3) A formal complaint regarding a grade must be filed not later than the last day of the quarter which follows the quarter for which the disputed grade was received, except that a complaint regarding a

spring quarter grade may be filed through the last day of the following fall quarter.

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

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

(6) Nothing in these rules shall be construed to limit the separate authority of the vice-president of instruction to change a grade when required by a judicial order or a legal settlement agreement entered into by the district, regardless of whether a complaint has been filed.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-090, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-090, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-100 Student conduct generally. (1) Pursuant to the authority granted by RCW 28B.50.140 and other applicable law, the district board of trustees hereby establishes the following rules on student conduct and student discipline as the district's student conduct code.

(2) This student conduct code applies to every person who is enrolled as a student in the district.

(3) Expectations of students. Admission to the district presumes that students will conduct themselves as responsible members of the district community. When students enroll in any of the colleges or facilities operated by the district, they assume the obligation to observe standards of conduct which are appropriate to the pursuit of their educational goals.

(4) Student responsibility. Students have the obligations to:

(a) Maintain high standards of academic and personal honesty and integrity;

(b) Respect the rights of others and cooperate with all parts of the district community to insure that such rights are guaranteed, whether or not the views of those exercising such rights are consistent with their own;

(c) Refrain from actions which would interfere with campus functions or endanger the health, safety, welfare or property of others;

(d) Comply with district rules and regulations; and

(e) Comply with duly constituted civil authority, and obey all applicable laws.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-100, filed 7/28/03, effective 8/28/03.]

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

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

(a) Cheating includes, but is not limited to, using, or attempting to use, any material, assistance, or source which has not been authorized by the instructor to satisfy any expectation or requirement

in an instructional course, or obtaining, without authorization, test questions or answers or other academic material that belong to another.

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

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

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

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

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

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

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

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

(5) **Cyber-misconduct.** Cyber-stalking, cyber-bullying or online harassment. Use of electronic communications, including, but not limited to, electronic mail, instant messaging, electronic bulletin boards, and social media sites, to harass, abuse, bully or engage in other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person. Prohibited activities include, but are not limited to, unauthorized monitoring of another's email communications directly or through spyware, sending threatening emails, disrupting electronic communications with spam or by sending a computer virus, sending false messages to third parties

using another's email identity, non-consensual recording, including images or videos of a sexual nature, and non-consensual distribution of such material.

(56) Attempted or actual damage to, or theft or misuse of, real or personal property or money of (a) the district or state, (b) any student or district officer, employee, or organization, or (c) any other person or organization lawfully present on district property, or possession of such property or money after it has been stolen.

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

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

~~(89) Possession or use, without express authorization by the district chancellor or a campus president, of any explosive, incendiary device, dangerous chemical, weapon, or other device or substance which can be used to inflict bodily harm or to damage real or personal property. Weapons. Carrying, holding, wearing, exhibiting, displaying or~~

drawing of any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, explosive device, or any other weapon apparently capable of producing bodily harm is prohibited on the college campus, subject to the following exceptions:

a) Commissioned law enforcement personnel or legally-authorized military personnel while in performance of their duties;

b) A student with a valid concealed weapons permit may store a firearm in his or her vehicle parked on campus in accordance with RCW 9.41.050, provided the vehicle is locked and the weapon is concealed from view; or

c) The president or the president's designee may authorize possession of a weapon on campus upon a showing that the weapon is reasonably related to a legitimate pedagogical purpose. Such permission shall be in writing and shall be subject to such terms or conditions incorporated therein.

d) This policy does not apply to the possession and/or use of disabling chemical sprays when possessed and/or used for self-defense.

(910) Hazing. Hazing includes, but is not limited to, any initiation into a student organization or any pastime or amusement engaged in with respect to such an organization that causes, or is likely to

cause, bodily danger or physical harm, or serious mental or emotional harm, to any student.

(1011) Alcohol. The use, possession, delivery, or sale of any alcoholic beverage, except as permitted by law, applicable college policies, or authorized by Chancellor or a college president, or being observably under the influence of alcohol. Being observably under the influence of any alcoholic beverage, or otherwise using, possessing, consuming, or selling any alcoholic beverage, except as permitted by law and authorized by the chancellor or a college president.

(1112) Drugs.

a) Marijuana. The use, possession, delivery, or sale of marijuana or the psychoactive compounds found in marijuana and intended for human consumption, regardless of form. While state law permits the recreational use of marijuana, federal law prohibits such use on college premises or in connection with college activities.

b) Drugs. The use, possession, delivery, sale or being under the influence of any legend drug, including anabolic steroids, androgens, or human growth hormones as defined in RCW 69.41, or any other controlled substance under RCW 69.50, except as prescribed for a student's use by a licensed practitioner.

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

(1213) Obstruction of the free flow of pedestrian or vehicular movement on district property or at a district activity.

(1314) Conduct which is disorderly, lewd, or obscene.

(1415) Breach of the peace, or aiding, abetting, or procuring a breach of the peace.

(1516) Discriminatory conduct. ~~Discriminatory action~~ conduct which harms or adversely affects any student or district employee member of the college community because of her/his race_i; color_i; national origin_i; sensory, mental or physical disability_i; use of a service animal; gender, including pregnancy; marital status, religion; creed; genetic information; sexual orientation_i; age_i; gender identity; veteran's status; or any other legally protected classification. ~~creed_i or religion.~~

(1617) Sexual misconduct. The term "sexual misconduct" includes sexual harassment, sexual intimidation, and sexual violence as defined in 132F-121-010(2). Sexual harassment of a student or district employee. This includes, but is not limited to, engaging in unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature that has the effect of denying or limiting a student's ability to participate or benefit from any of the college's programs.

(1718) Harassment. Unwelcome and offensive conduct, including verbal, nonverbal, or physical conduct, that is directed at a person because of such person's protected status and that is sufficiently serious as to deny or limit, and that does deny or limit, the ability of a student to participate in or benefit from the college's educational program or that creates an intimidating, hostile, or offensive environment for other campus community members. Protected status includes a person's race; color; national origin; sensory, mental or physical disability; use of a service animal; gender, including pregnancy; marital status; age; religion; creed; genetic information; sexual orientation; gender identity; veteran's status; or any other legally protect classification, and includes sexual harassment. Harassing conduct may include, but is not limited to, physical conduct, verbal, written,

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

(1819) The use of tobacco, electronic cigarettes, and related products is prohibited in any building owned, leased or operated by the college, including twenty-five feet from entrances, exits, windows that open, and ventilation intakes of such buildings, and where otherwise prohibited. "Related products" include, but are not limited to, cigarettes, pipes, bidi, clove cigarettes, water pipes, hookahs, chewing tobacco, and snuff. Smoking inside a campus building or in or on any other property where smoking is not authorized.

(1920) Theft or other misuse of computer time or other electronic information resources of the district. Such misuse includes but is not limited to:

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

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

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

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

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

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

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

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

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

(2021) Unauthorized possession, duplication, or other use of a key, keycard, or other restricted means of access to district property, or unauthorized entry onto or into district property.

(2122) Abuse or misuse of any of the procedures relating to student complaints or misconduct, including but not limited to:

(a) Failure to obey a subpoena;

(b) Falsification or misrepresentation of information;

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

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

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

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

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

(2223) Safety Violations. The operation of any motor vehicle on district property in an unsafe manner or in a manner which is reasonably perceived as threatening the health or safety of another person. Safety violation includes any non-accidental conduct that interferes with or otherwise compromises any college policy, equipment, or procedure relating to the safety and security of the campus community, including tampering with fire safety equipment and triggering false alarms or other emergency response systems. ~~Operation of any motor vehicle on district property in an unsafe manner or in a manner which is~~

~~reasonably perceived as threatening the health or safety of another person.~~

(2324) Violation of any other district rule, requirement, or procedure, including but not limited to any that is posted in electronic form, the district's traffic and parking rules, or the requirements for carpool parking.

(2425) Violation of any federal, state, or local law, rule, or regulation.

(2526) Ethical Violation. The breach of any generally recognized and published code of ethics or standards of professional practice that governs the conduct of a particular profession for which the student is taking a course or is pursuing as an educational goal or major.

In addition to initiating discipline proceeding for violation of the student conduct code, the college may refer any violations of federal, state or local laws to civil and criminal authorities for disposition. The college shall proceed with student disciplinary proceedings regardless of whether the underlying conduct is subject to civil or criminal prosecution.

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

(28) Retaliation. Retaliation against any individual for reporting, providing information, exercising one's rights or responsibilities, or otherwise being involved in the process of responding to, investigating, or addressing allegations or violations of federal, state or local law, or college policies, including, but not limited to, student conduct code provisions prohibiting discrimination and harassment.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-110, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-110, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-120 Instructor sanctions for course work dishonesty or classroom misconduct. (1) An instructor need not give credit for course work that is the product of cheating, plagiarism, or other dishonesty. For any act of dishonesty that occurs during an instructional course, the instructor may adjust the student's grade accordingly for the particular examination, paper, or other work product where that dishonesty occurred. Any such grade adjustment shall not limit or preclude disciplinary sanction(s) for the same act of dishonesty.

(2) An instructor may take appropriate action to maintain order and proper conduct in the classroom and to maintain the effective co-operation of students in fulfilling the objectives of the course. If a student is so disorderly or disruptive that it is difficult or impossible to maintain classroom decorum, that action may include removing that student from that day's class session.

(3) With regard to any act of course-related dishonesty, classroom misconduct, or other academic misconduct, the faculty member involved may notify his/her dean, with supporting documentation. The dean shall then determine whether to refer the matter to the vice-president for student services for possible disciplinary action.

(4) A student who has received a grade adjustment by the instructor on the basis of dishonesty may grieve that adjustment under the student complaint procedure. However, any disciplinary sanction that is imposed instead of or in addition to an instructor's grade adjustment may be imposed and reviewed only under the student disciplinary procedure.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-120, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-130 Disciplinary jurisdiction. (1) Disciplinary action may be instituted against a student for any misconduct that is a violation of this student code, regardless of whether there is a related civil or criminal court proceeding. Proceedings under these rules may precede, accompany, or follow any such court proceeding.

(2) Except as provided in subsection (3), a student is subject to disciplinary action under these rules for any act of misconduct which (a) occurs on or damages district property or (b) occurs during any event or activity that the district conducts, participates in, or sponsors, regardless of where it occurs.

(3) The district reserves jurisdiction and authority to take disciplinary action for student misconduct beyond that described in subsection (2) when the misconduct demonstrates such flagrant disregard for the safety or well-being of others that it endangers the district community.

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

WAC 132F-121-140 Initiation of discipline. (1) The vice-president for student services or designee at each campus is responsible for in-

investigating possible violations of this student conduct code at that campus and initiating any appropriate disciplinary actions. If that officer is a respondent in a complaint initiated by the subject student, the college president shall, upon request and when feasible, designate another person to fulfill any such disciplinary responsibilities relative to the complainant.

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

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-140, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-140, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-150 Vice-president's review and action. (1) After conducting such initial investigation of possible misconduct as she/he deems appropriate, the vice-president for student services or designee shall meet, or make a reasonable effort to meet, with the subject stu-

dent. At that meeting, or if there is no meeting in a document served on the student, the vice-president shall describe the complaint and/or information that has been received and identify the rule violations that appear to have occurred. In order that any informality not mislead the student as to the seriousness of the matter, the vice-president shall also inform the student of the sanction(s) that may be imposed for the alleged misconduct. The vice-president shall give the student an opportunity to respond to the allegations before a disciplinary decision is made.

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

(a) Terminate the proceeding, exonerating the student;

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

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

(d) Refer the matter to the student conduct committee for such action as it deems appropriate. Such referral shall be in writing, to the attention of the committee chair, with a copy served on the student.

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

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-150, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-150, filed 7/28/03, effective 8/28/03.]

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

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

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

(c) Probation: Placement of one or more conditions on the student's continued attendance, as specified in the written notice to the student. The time period of the probation will ordinarily be stated in

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

Probation may include formal action placing specific conditions and restrictions upon the student's continued attendance depending upon the seriousness of the violation and which may include a deferred disciplinary sanction. If the student subject to a deferred disciplinary sanction is found in violation of any college rule during the time of disciplinary probation, the deferred disciplinary sanction, which may include, but is not limited to, a suspension or a dismissal from the college, shall be in addition to any sanction or conditions arising from the new violation. Probation may be for a limited period of time or may be for the duration of the student's attendance at the college.

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

(e) Suspension of enrollment: Termination, for a stated or indefinite period of time, of all rights as an enrolled student in the col-

lege and/or the district, subject to the student's right to seek reinstatement as provided in WAC 132F-121-240.

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

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

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

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

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

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

(d) Requirement of a medical evaluation by a qualified professional to assess the student's ability to function in the academic environment. Upon completion of the medical evaluation, the student may be readmitted so long as the student does not pose a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices or procedures, or by the provision of

auxiliary aids or services. In determining whether students with disabilities (as defined by Section 504 of the Rehabilitation Act, Title II of the ADA, and chapter 49.60 RCW) pose such a direct threat, the vice-president of student services or designee will make an individualized assessment based on reasonable judgment that relies on current medical knowledge or on the best available evidence, to ascertain the nature, duration, and severity of the risk and the likelihood, imminence, and nature of future harmful conduct to others in the college community;

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

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

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

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

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

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

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

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

(c) The sanction(s) imposed; and

(d) The respondent's right to appeal, i.e., to request an adjudicative proceeding, under these rules (except for a reprimand).

A copy of these student conduct rules should be included with the notice.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-160, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-160, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-170 Appeals and referrals generally. (1) Except as otherwise provided herein, a respondent who has received notice of disciplinary sanction(s) imposed by the vice-president for student services may appeal such sanction(s) by filing a written notice of ap-

peal with that officer within ~~twenty~~ten days. The notice of appeal may include any statement that the respondent wishes to make of the grounds for her/his appeal.

(2) If the vice-president has referred the matter to the student conduct committee for action, no appeal is required, but the student may file a written response with the vice-president within twenty days of service of that referral.

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

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

(5) If a respondent files a timely appeal of a probation or suspension that includes restrictions on contacts, communications, or

campus access, the vice-president will ordinarily modify those restrictions as necessary to facilitate the respondent's preparation for the hearing.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-170, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-170, filed 7/28/03, effective 8/28/03.]

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

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

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

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

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

(3) Each appointment shall be accompanied by the appointment of two alternates. Each member and alternate shall serve for the academic year or until a replacement is appointed, whichever is longer. When a member is not available for a hearing, the committee chair shall designate an alternate to replace him/her for that hearing. If a member or alternate ceases to serve, a successor shall be promptly appointed. A member or alternate may be reappointed in any role.

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

(5) A committee member is subject to disqualification for bias, prejudice, interest, or as further provided in RCW 34.05.425.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-180, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-180, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-190 Student conduct committee hearings—In general.

(1) A respondent student has a right to a prompt, fair, and impartial hearing before the student conduct committee on a referral for, or timely appeal of, a disciplinary sanction, except as otherwise provided in these rules.

(2) Chapter 34.05 RCW and chapter 10-08 WAC govern committee proceedings and control in the event of any conflict with these rules. The district's chapter 132F-108 WAC also governs committee proceedings.

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

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

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

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

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

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

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

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

(11) Minor disciplinary actions imposing probation or suspension of ten instructional days or less and any conditions or terms placed on the student may be conducted by a brief adjudicative proceeding in accordance with RCW 34.05.482 through 34.05.494.

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-190, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW

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

WAC 132F-121-200 Student conduct committee hearings—

Presentations of evidence. (1) Upon the failure of any party to attend or participate in a hearing, the committee may either (a) proceed with the hearing and issuance of its order or (b) serve an order of default in accordance with RCW 34.05.440.

(2) The hearing will ordinarily be open to the public, as further provided in RCW 34.05.449. However, if the respondent requests that some or all of it be closed, pursuant to WAC 132F-108-070 and 132F-108-080 or otherwise, the chair shall determine any extent to which the hearing will be closed. If any person disrupts the proceedings, the chair may exclude that person from the hearing room.

(3) The chair shall cause the hearing to be recorded by a method that he/she selects, in accordance with RCW 34.05.449. That recording, or a copy, shall be made available to the respondent upon request. The chair shall assure maintenance of the proceeding record that is required by RCW 34.05.476, which shall also be available upon request for inspection and copying by the respondent. Other recording shall also be permitted, in accordance with WAC 10-08-190.

(4) The chair shall preside at the hearing and decide procedural questions that arise during the hearing, except as overridden by majority vote of the committee.

(5) The vice-president for student services (unless represented by an attorney) shall present the case for disciplinary action. The facts justifying any such action must be established by a preponderance of the evidence.

(6) All testimony shall be given under oath or affirmation. Evidence shall be admitted or excluded in accordance with RCW 34.05.452.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-200, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-210 Student conduct committee initial order. (1) At the conclusion of the hearing, the committee shall permit the vice-president for student services and the respondent to make closing arguments in whatever form it wishes to receive them. The committee also may permit each party to propose findings, conclusions, and/or an order for its consideration.

(2) Within thirty days following the later of the conclusion of the hearing or the committee's receipt of closing arguments, the com-

mittee shall issue an initial order in accordance with RCW 34.05.461 and WAC 10-08-210. This order shall include findings of fact on all material issues of fact and conclusions of law on all material issues of law - Including which, if any, specific provisions of the student conduct code were violated. Any findings based substantially on the credibility of evidence or the demeanor of witnesses shall be so identified.

(3) The committee's order shall also include a determination on appropriate discipline, if any. If the matter was a referral from the vice-president, the committee shall determine any disciplinary sanction. If the matter was an appeal by the respondent, the committee may affirm, reverse, or modify the discipline imposed by the vice-president and/or impose any other disciplinary sanction authorized herein.

(4) The committee chair shall cause copies of its order to be served on the respondent, the vice-president, the college president, and any legal counsel who have appeared. The committee chair shall also promptly transmit the record of the committee's proceedings to the college president.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-210, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-220 President's review and final college order. (1)

The college president shall review the record and enter the final college order, in accordance with RCW 34.05.461(2) and 34.05.464.

(2) If either the respondent or the vice-president for student services wishes to file written argument with the president, she/he must file that argument and serve a copy on the other within fifteen days after service of the committee's order. Within seven days after service of any such argument, the other party may file and serve a written response. The president shall have discretion to modify these deadlines and/or to allow oral arguments. However no new evidence, not already part of the record, may be introduced in any argument, except as expressly authorized by the president upon a showing of compelling legal justification and after any appropriate fact-finding.

(3) The president shall personally consider the whole record or such portions of it as may be cited by the parties. A party's failure to present any argument shall mean that the party is citing "none" of the record.

(4) If the committee's order includes a provision for expulsion, the president must consult with and obtain the agreement of the district chancellor. If the committee's order includes a provision for suspension from any other college(s) of the district, the president must consult with and obtain the agreement of the president(s) of such college(s).

(5) Within ninety days following the later of the conclusion of the hearing or the committee's receipt of closing arguments, the president shall either remand the matter for further proceedings, with instructions to the committee, or enter a final order in the matter. The president shall have all of decision-making power that he/she would have had if presiding over the hearing, including the power to affirm, reverse, or modify any disciplinary sanction.

(6) The president's final order shall include, or incorporate by reference to the committee's initial order, all matters required by RCW 34.05.461, in accordance with RCW 34.05.464. It shall also include notice to the respondent of his/her right to seek judicial review under RCW 34.05.510 et seq.

(7) Copies of the final order shall be served on the respondent, the vice-president, any legal counsel who have appeared, and the committee chair.

(8) The decision of the president shall be the final district action in the matter.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-220, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-230 Reestablishment of academic standing after successful appeal. When a student has missed classes and/or course work due to a disciplinary suspension or expulsion, but that disciplinary sanction was appealed and not upheld, the student shall be given a reasonable opportunity to reestablish his/her academic standing and the alternative of a withdrawal and refund of tuition and fees. Depending on the circumstances, reestablishing academic standing may include opportunities to take examinations and otherwise complete course offerings that were missed due to the disciplinary sanction or to re-take the class(es).

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-230, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-240 Reinstatement after suspension or expulsion. (1)

Any student who has been suspended as a disciplinary sanction shall be reinstated, upon the student's written request, after (a) expiration of the stated time period of the suspension and (b) satisfaction of all conditions of the suspension, if any.

(2) Before a suspension has ended, or if a student has been expelled, the student may petition for reinstatement as an enrolled student. Any such petition shall be submitted in writing to the vice-president for student services, showing facts and circumstances constituting good cause for such reinstatement. No such reinstatement shall be granted unless it is approved by both that vice-president and the college president.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-240, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-250 Summary suspensions. (1) A summary suspension is a temporary exclusion from specified college premises or denial of access to all activities or privileges for which the student might otherwise be eligible, during which an investigation and/or formal disciplinary procedures are pending.

Suspension may be imposed, if the vice-president for student services or his/her designee(s) has cause to believe that any student:

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

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

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

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

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

In addition, the vice-president for student services or designee shall set a date for summary suspension hearing as soon as practicable.

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

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

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

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

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

[Statutory Authority: RCW 28B.50.140(13). WSR 13-11-127, § 132F-121-250, filed 5/21/13, effective 6/21/13. Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-250, filed 7/28/03, effective 8/28/03.]

WAC 132F-121-260 Maintenance of student discipline records. Records of all completed disciplinary cases shall be maintained and disposed of by the vice-president for student services in accordance with applicable records retention requirements and student education record confidentiality requirements.

[Statutory Authority: RCW 28B.50.100, [28B.50].130, and/or [28B.50].140. WSR 03-16-015, § 132F-121-260, filed 7/28/03, effective 8/28/03.]

MEMORANDUM

TO: Seattle Colleges Board of Trustees
FROM: Jill Wakefield, Chancellor
DATE: November 12, 2015
SUBJECT: Chancellor's Report to the Board

Charles Sims retirement

Our chief human resources officer has announced his retirement. Charles Sims' last day with Seattle Colleges will be Dec. 31.

Sims has been leader, innovator, and confidant from the first day he arrived in 2009. Among his many accomplishments are system upgrades in the district's job posting and applicant management infrastructure, launching a new online performance evaluation system, and instituting a districtwide Leadership Academy to support the professional development of managers and supervisors.

Prior to joining the district, he was senior consultant with the national human resources firm Waldron & Company in Seattle. Previous to that he had a long tenure in HR leadership at Group Health Cooperative and spent 10 years as the Director of Human Resources for Seattle Children's Hospital. There he led visionary and innovative initiatives in elevating HR operations and the organization's leadership culture.

I know I speak for the entire district, especially the executive leadership team, when I say Charles will be missed.

Search for Seattle Central president

The search process for the Seattle Central president has begun. Bradley Lane, dean of Humanities and Social Sciences at Seattle Central, will chair the search. Union representatives have been asked to submit names for the search committee which will also include key external stakeholders. We will follow the same planning and logistics used in the recent search for the North Seattle president.



ACCT Leadership Congress presentations

Seattle Colleges was well represented at October's ACCT Leadership Congress in San Diego. Chair Steve Hill led a session on the transformative partnership formed by JPMorgan Chase, the Seattle Housing Authority (SHA), and Seattle Colleges that resulted in the Seattle Workforce Opportunity System. He highlighted how the project—which focuses on offering student support services to increase student retention and completion for SHA residents—aligns with the three major aspects of the district strategic plan: partnership, student services, and innovation.

Trustee Carmen Gayton and I were part of a special session panel on baccalaureate degrees at community colleges. We fielded a number of questions and positioned Seattle Colleges as leaders in this area. In fact, the California Community Colleges Chancellor's Office is asking for our assistance in implementing its baccalaureate degrees.

Heads Up America news conference

South Seattle College hosted an October 26 news conference in support of Heads Up America, a grassroots movement supporting President Obama's America's College Promise. President Oertli hosted state Senators Pramila Jayapal (37th legislative district and representing the Seattle Central and South Seattle catchment area) and David Frockt (46th legislative district, member of the Higher Education Committee, and representing the North Seattle catchment area), who voiced their support for offering two years of free tuition to community college students who are "willing to work for it."

South was chosen as the location due in large part to its 13th Year Promise scholarship that provides a tuition-free year for Cleveland, Chief Sealth International, and Rainier Beach high school graduates. Since its inception in 2008, this privately funded scholarship has served over 500 students and has tripled enrollment at South from the participating schools.

Pacific Tower update

We are planning to move the nursing, respiratory care, and surgical technician programs into the tower at the start of Winter Quarter. We will also launch a new certificate program for care coordination and navigation at the tower in that same quarter.

SCCtv

SCCtv is teaming up with the Physical Education department at North to create four videos to showcase the different programs available to students. The goal of videos is to increase awareness and enrollment with 60-second spots that would air on SCCtv, Comcast channel 28, and be available on demand at SCCtv.net.

Legislative update

We are setting up meetings to introduce Seattle Colleges to the new leadership on the House side of the state Legislature.

Last month, we reported that Hans Dunshee was moving from his longtime position of Capital Budget Committee chair to the House Appropriations Committee chair. This month, Steve Tharinger (24th legislative district) was named Capital Budget chair. Tharinger will become chair immediately. Kristine Lytton (40th legislative district) was chosen to fill the chair vacancy on the Finance Committee.

The Capital Budget Committee reviews requests for public building construction and repair and land acquisitions. It also considers funding to nonprofits and local governments that provide housing and other infrastructure needs. The Finance Committee handles state and local revenues, including tax rates, tax exemptions, and administration of the state's tax code.

Advancement

Since closing on \$16.5 million in tax credit funds for the Pacific Tower project, the Advancement staff (with assistance from Lincoln Ferris) has been managing the administration of the funds on behalf of the district foundation. They also assisted North Seattle College's foundation with raising more than \$11,000 in online and direct gifts for the Aurora Bridge accident.

Other efforts include:

- Meetings with potential funders, including Boeing and Group Health
- Collaboration and submission of funding proposals
- Recruitment of top-level community volunteers for Campaign Steering Committee
- Development and meeting of Campaign Standards Committee to address issues of campaign counting
- Review of foundation policies for giving
- Completing staffing plan, featuring position for campaign support

International Recruitment

I traveled to Croatia and Germany in early November to promote Seattle Colleges international programs and to sign articulation agreements with universities.

All three of our colleges were represented at the ICEF Higher Education workshop in Berlin and on behalf of the district, I presented a seminar on "The Future of Higher Education in the United States." This conference brought together 3,000 higher education institutions, agencies, and work and travel providers from around the world.



MEMORANDUM

TO: Board of Trustees

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

DATE: November 12, 2015

SUBJECT: Vice Chancellor's Report – Information Only

Predictive Analytics Gates Grant

Seattle Colleges received funding from the Gates Foundation to purchase a technology tool from Civitas Learning called ILLUME. Our Partner Success Manager from Civitas will be onsite on November 18. We will be reviewing our needs and identifying opportunities for using predictive analytics for student success. A team is being developed comprised of individuals across departments, including Institutional Research, IT and Web Services, Student Services, Advising, and Instruction.

IPASS/EDUCAUSE Annual Conference

I attended the IPASS Convening meeting before the EDUCAUSE Annual Conference from October 26-28, 2015 in Indianapolis with three additional colleagues, Victor Kuo, Joyce Hansen, and Bradley Lane. The four of us plus Rosie Rimando will be the leadership team to launch the Seattle Colleges IPASS initiative funded by EDUCAUSE. The focus of the grant is on Advising Reform but a major part of the grant activities will offer the participants an opportunity to learn and implement the eight stages of change as defined by Dr. John Kotter's research.

All Nursing Faculty Meetings

I was asked by the Chancellor and college Presidents to bring nursing faculty together to begin implanting change toward having one districtwide nursing administrator. I am conducting these meetings every three weeks. The work will include preparing a job description for the administrator position, reviewing processes such as admissions, identifying programs for each college, and refining and revising curriculum as needed.

Instruction Commission

I attended the SBCTC quarterly meeting on October 22, 2015. During our meeting we heard from vice presidents for instruction from Tacoma and Spokane and the challenges in making the transition from the legacy system to People Soft. The Commission also voted to create a new committee on Diversity and Inclusion.

Semi-Annual PNW Postsecondary Grantees Convening

On November 2, the Bill and Melinda Gates Foundation is convening their semi-annual PNW Post-Secondary Grantees to share our progress on grant projects and learn from each other. Others who will be attending are representatives from U of Washington, Puget sound Educational District, Green River Community College, and Community Center for Education Results(CCER).

North Seattle College

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

Office of the President

TO: Board of Trustees
FROM: Warren Brown, President
DATE: November 12, 2015
SUBJECT: President's Report – Information Only

ADVANCING STUDENT SUCCESS

Bus Accident Support

North Seattle College continues to work closely with Salvation Army, the City of Seattle and United Way to help ensure that students and staff injured in the Sept. 24 Aurora Bridge accident receive the support they need to recover. In the wake of the accident, the college established a fund through the Seattle Colleges district foundation. The fund has received almost \$5,400 in donations from 75 donors. Additionally, two support centers were established on campus that provided employees and students with counseling and faith-based services. North's counselors have continued to provide support for returning students. The college plans to host a community event on Friday, Nov. 13, that will combine an alumni basketball game with International Night on campus. The event seeks to build community and show support for the injured and the five students killed in the accident. The college will work with the campus community to develop a permanent memorial honoring the five students.

Discussion of Possible Campus Housing

Over the past two years, North's leadership team has discussed the feasibility of offering on-campus student housing. The leadership team believes such housing could provide students with a safe, convenient and affordable housing option and may also enhance the marketability of the college, especially as some area competitors have moved forward with securing student housing. Additionally, the Aurora Bridge accident has underscored what the college sees as a need for campus student housing. President Brown recently shared a case statement on the issue and held a college-wide meeting, during which time attendees expressed support for North exploring on-campus student housing. The proposal is now being considered by the College Council.

Veterans Career and Education Readiness Fair

North Seattle College recently joined 17 federal agencies at the Veterans Career and Education Readiness Fair in downtown Seattle as part of its efforts to continue outreach to student veterans. North's Veteran Program Manager Gregg Tessensohn represented the college at the fair, which was open to educational institutions for the first time. Approximately 100 veterans took the opportunity to speak directly with recruiters and hiring managers. North was the only college represented at the fair.

College Spark Readiness Academy Orientation and Career Planning Day

In partnership with Ingraham High School and funded by the College Spark grant, North hosted 13 students from Ingraham at a college orientation on campus Sept 16 - 17. Juan Gallegos, manager of Retention and Completion, coordinated the event, which included activities aimed at preparing students for Fall Quarter. Representatives from offices including counseling, financial aid, the Bookstore, Student Leadership provided information and support. Gallegos also coordinated the launch of Ingraham's first annual College and Career Planning Day on Sept. 23. This day-long event provided all Ingraham seniors

with workshops focusing on college navigation, major exploration, financial aid assistance and career exploration.

Beyond HB 1079 Conference

Staff from North's advising and retention and completion offices recently tabled at the Beyond HB 1079 Conference at Everett Community College. Nearly 300 students and their families attended the conference, which was dedicated to advancing and providing educational opportunities for undocumented students in Washington State, regardless of their immigration status.

Public Sector Job Fair

A job fair held Oct. 29 at the Opportunity Center for Employment and Education at North welcomed the public to visit with employers from Bellevue, Lynnwood, Seattle, the FBI, King County Department of Transportation, King County Sheriff's Office, Public Health-Seattle and King County, Seattle Department of Transportation, the Seattle Colleges District, and the Transportation Security Administration.

Library in the Grove

North's Library now comes to students three days a week for several hours in The Grove in the Health Sciences and Student Resources building, allowing students to check out books, DVDs and magazines, learn about article databases, and locate other resources for research and study. The service is meant to expose students to more of the offerings at the library and to make it more convenient for them to access resources.

Disability Services Offers Educational Opportunities to Campus

To support the college's shared understanding and best practices in working with students with disabilities, North's Disability Services Office recently launched a bimonthly e-mail series to give employees a five-point overview about key issues affecting students with disabilities. Topics include reasonable accommodation, service animals, invisible disabilities, and exam accommodations. The campus also celebrated Disability History Month by showing the "On Beauty" documentary, featuring a former fashion photographer who turns his lens on the aesthetic difference in photographing people with albinism.

Scholarship Reception

North's Education Fund will host its annual Scholarship Reception Nov. 17 as a fun way for donors and students to come together in a casual environment to get to know each other. The event will include remarks from a student scholarship recipient and the board chair of the Education Fund.

EXCELLING IN TEACHING AND LEARNING

Air Washington Grant Succeeds at North

North's electronics program participated in the success of the Air Washington grant as one of the 11 colleges in the consortium. North's original Air Washington goal was 113 trainees—a number that was far exceeded. By mid-2015, the college was up to 641 trainees. Because of the success of the Air Washington program, the college received state funding in 2014 to continue its expansion into aerospace.

Lynne Hull Receives Lifelong Learning Award

Lynne Hull, art faculty member at North, received the Lifelong Learning Award at Convocation Sept. 23. Over 26 years, Lynne has built a positive and thriving visual culture at North of both professional and student artworks. She was chair of the Arts Task Force and is responsible for North's highly regarded jewelry program—the last remaining credited jewelry program in the area.

North Student Wins First Prize in National Literary Competition

Winners of the League for Innovation's 2014-2015 National Student Literary Competition, hosted by Dallas County Community College, were recently announced. North student Katherine (Katy) Constant received first place in the poetry category for her poem, "It was not Erotica."

Faculty Salon Series

The first of three faculty salons at the NSC library was held Oct. 21, with Dr. Olga Vishnyakova, who discussed critical thinking model implementation in teaching of logic and cartoons. The intent with this series is to invite the campus to hear from various faculty about their projects, publications and experiments. The second salon is scheduled for Nov. 17.

BUILDING COMMUNITY

HSSR Gains LEED Gold Status

Designed by Schacht Aslani Architects of Seattle, the Heath Sciences and Student Resources building on campus has received LEED Gold certification from the United States Green Building Council for its design and construction to maximize energy efficiency and sustainable building principles. The OCE&E building received a similar rating after its completion in 2011.

Celebration of Life for Dr. Richard "Dick" Layton

Marilyn Layton Smith was a long time-faculty member at North Seattle College and has been on the board of the Education Fund for many years. Her late husband Dick Layton was well-known on North's campus, and he and Marilyn have many connections in the local community. An occasion on campus Oct. 28 provided an opportunity for North's community members to come together to celebrate his life.

New Exhibit at NSC Art Gallery

A new exhibit opened Nov. 4 at North's Art Gallery—"ASARO: Revolutionary Thinking." The exhibition works with themes of art and protest, highlighting prints by the contemporary group of graphic artists, Asamblea de Artistas Revolutionarios de Oaxaca.

Disability Director Sits on Panel

At the fall meeting of the Washington Association on Postsecondary Education and Disability Oct. 30, Disability Services Director Maud Steyaert participated in a panel on "De-Medicalizing Disability Services for Students with Disabilities" as part of the continuing shift toward disability justice versus a medical model of disability.

North Experts Offer Workshops at Seattle Public Library

North faculty and staff offered help for business start-ups and for individuals looking to make a career change through a series of workshops held at local branches of the Seattle Public Library during October. North employees provided workshops focused on setting up a small business, developing a business plan and how to identify strengths to support job seeking.

Sustainability Initiatives

Using an online questionnaire, Jeffrey Vasquez, director of Student Leadership and Multicultural Programs, is gathering information about the direction of sustainability on campus. In addition, North community members have participated in the EcoChallenge, an annual event provided by the Northwest Earth Institute that challenges people to choose one action to reduce their environmental impact and stick with it for two weeks. Individuals joined the NSC team and picked a category—water, trash, energy, food, transportation or civic engagement—then set a goal to make a difference for the planet.



**SEATTLE CENTRAL
COLLEGE**

One of the Seattle Colleges



**SEATTLE VOCATIONAL
INSTITUTE**

One of The Seattle Colleges

Responsive Learning and Teaching • Catalyst for Opportunities and Success

Diversity in Action • Communities Engagement

Office of the President

To: Board of Trustees
From: Sheila Edwards Lange, Ph.D., Interim President
Date: November 12, 2015
Subject: President's Report – Information Only

RESPONSIVE LEARNING AND TEACHING

Nursing Program approved to admit second cohort in Winter Quarter

The Nursing program has received approval from the Washington Nursing Care Quality Assurance Commission to admit another cohort of students in Winter Quarter. Admitting students twice per year will allow two smaller cohorts of approximately 30 students each to have a more supportive and cohesive learning experience. It will also reduce planning time and improve efficiency for faculty as they will teach the same courses twice per year. Smaller cohorts will also make it easier for students to find clinical placements.

Care Coordination classes to begin in January

Seattle Central's Social and Human Services program will soon offer new courses to address the need for patient-centered care and coordination skills in healthcare and social services fields. The courses are funded by a Hospital Employees Education and Training (HEET) grant that aims to address the needs of current healthcare professionals. A Fundamentals Certificate in Care Navigation and Coordination and an Aging Populations course will start Winter Quarter. An Advanced Certificate (which builds on skills from the Fundamentals course), and a Behavioral Health course will begin in the spring.

College receives Department of Labor grant to support Maritime Apprenticeships

The Seattle Maritime Academy recently received more than \$900,000 from the Department of Labor to support apprenticeship programs as part of a regional partnership of private and public entities, led by South Seattle College. With the funding, SMA will develop a Marine Engineering Apprenticeship that trains entry-level workers. Funds will also help SMA expand the existing Marine Deck Apprenticeship, develop a pre-apprenticeship program and procure advanced simulation equipment for new and existing programs.

Communities of Learning, Inquiry and Practice (CLIPS) project summaries

CLIPS provide an opportunity for both full- and part-time faculty and staff to explore and develop diverse interests across disciplines, divisions and programs to promote student success. Members conduct inquiries during the academic year and report out findings at the end of that year. In the past two years, the program has yielded the following projects:

- **New Faculty Resources (2014-15)** Both part- and full-time faculty developed a comprehensive set of key resources for new instructors, readily accessible online.
- **Mental Health Awareness on Campus (2013-14, 2014-15)** Faculty and support staff studied the impact of mental health on education. They implemented recommendations about how to increase mental health awareness on campus, including coordinating a Suicide Prevention workshop for the district.
- **The Pedagogy of Global Collaboration (2013-14)** Faculty from many disciplines explored ways to encourage cross-disciplinary and cross-cultural conversations among faculty and students to encourage collaboration.
- **Task Appropriate Reading: Making Academic Writing Accessible (2013-14)** Faculty explored and strategized ways for faculty to help students develop discipline-specific reading strategies. Training continues with new faculty cohorts.
- **Productive Persistence: An Exploration into its Relevance for Education across Disciplines (2013-14)** Faculty explored and suggested expanding Productive Persistence strategies to disciplines beyond math at Seattle Central. Productive Persistence has been now been incorporated into student services programs including TRIO.
- **Where Students Learn: Crafting Effective Study Spaces on Campus (2013-14)** Faculty and facilities staff collaborated to research effective study spaces at other colleges and identify opportunities for facilities improvement on campus.

CATALYST FOR OPPORTUNITIES AND SUCCESS

Allied Health programs begin move into Health Education Center at Pacific Tower

Furniture and equipment for the Nursing, Surgical Technology and Respiratory Care programs are currently being installed, one of the final steps before the first two floors of the Health Education Center officially open in January. An open house on Nov. 16 will introduce the new center to leaders from area hospitals and healthcare organizations, as well as to current students, faculty and staff.

Construction on the floors housing the Dental Hygiene and Dental Assisting programs, administrative offices, computer labs and library continues and is anticipated to be completed in early spring. Additionally, the college recently received a \$1 million grant from the Norcliffe Foundation to support construction and equipment for the Nursing and Dental Hygiene programs and student services.

To raise awareness of the new center, advertisements are currently running on KUOW, in the Health Care Inc. Northwest newsletter, the Seattle Times and more. To promote enrollment in the bachelor's degree programs, outreach efforts continue to alumni of Allied Health associate degree programs across the District.

Advising restructured to better serve student needs

Seattle Central has restructured its advising and support staff to better serve student needs. A major change is that both College Transfer and Professional/Technical students can access advising services through the refreshed Advising Office. The change streamlines the academic advising process by offering a consolidated resource space for all incoming students to receive support.

Students celebrated at annual scholarship awards ceremony

Earlier this month, the Foundation hosted its 37th Scholarship Awards Ceremony for donors, scholarship recipients and their families. A record-breaking \$505,000 in scholarships were awarded to 195 students, and approximately \$60,000 more will be awarded over the course of the year.

Second completion coach hired to support Project Finish Line

The second completion coach under Project Finish Line, a two-year Gates Foundation-funded project to combat declining completion rates at community colleges, was hired in October. The two new coaches will offer additional support to students who are close to finishing a degree, with the goal of helping them successfully reach graduation. Coaches will serve as case managers for students and guide them through procedures such as registration and financial aid.

Grant renewed to support post-secondary access for former foster youth

The Stuart Foundation recently renewed a \$90,000 grant to continue supporting the College Success Program, which serves former foster youth on campus. The grant will fund the second year of the three-year multi-campus project called "the College Pathways King County Network." The program improves access to and completion of college for former foster youth. The grant will also fund professional development for staff and bolster support services and trainings for students.

DIVERSITY IN ACTION

Seattle Central ranked among most diverse colleges

In its recently released 2015 annual almanac of higher-education, the Chronicle of Higher Education ranked Seattle Central College the 15th most diverse among public four-year institutions. Seattle Central also placed fifth nationally among two-year schools for international student enrollment, with more than 2,000 this past year.

South Korean delegation tours SVI campus

A South Korean delegation of principals and vice principals visited Seattle Vocational Institute as part of a tour of vocational colleges in North America. Forty two delegates toured the SVI campus and learned more about the hands-on training vocational students receive in comparison to the educational approach at a four-year college.

Campus welcomed Native American activist Winona LaDuke for Indigenous People's Day

Seattle Central recognized Indigenous People's Day in October by inviting Native American activist Winona LaDuke to deliver a speech. During her presentation, LaDuke reflected on our nation's connection to indigenous people and their ideals, and spoke about struggles still facing native people today. She also offered guidance on becoming more inclusive to indigenous communities in Seattle.

Campus art exhibition explores Mexican-American identity

The current exhibit at the M. Rosetta Art Gallery, titled "Barrio Roots: GráficaTransfronteriza," features Mexican and Mexican-American artists who explore issues related to border crossings between Mexico and the United States. The exhibition is on display through mid-November and is hosted in partnership with the Mexican Consulate in Seattle.

Humanities instructor speaks on Seattle hip-hop culture

Humanities instructor Daudi Abe was recently interviewed by KUOW about diversity in the Seattle-area's hip-hop culture. Abe, who teaches a class on Hip-Hop Culture and Theory at Seattle Central, is considered an expert on the subject and has been interviewed by a variety of media outlets. He has an upcoming book called "Emerald Street: A History of Hip-Hop in Seattle 1979-2015."

COMMUNITIES ENGAGEMENT

Enrollment and Outreach update

Outreach Services has implemented new initiatives that aim to improve enrollment. They are now offering an early evening tour and information session to accommodate working individuals. They are also collaborating with Basic Studies to help students transition to college courses. The Public Information Office has also continued its efforts to promote enrollment by conducting campaigns encouraging students to enroll in evening and weekend hybrid courses and investigate scholarship and financial aid options. Staff have also been working with a retention consultant to develop advertisements and conduct phone outreach to encourage students to enroll or re-enroll.

Instructor Jaime Cardenas conducted direct outreach with students to generate interest in his History/American Ethnic Studies class this fall, which is now fully enrolled. This may become a model for other instructors to improve enrollment in their classes.

Apparel Design students create winning design at International District's Dragon Fest

Two second-year Apparel Design students, Julie Stone and Karissa Lew, designed a dress out of recycled materials for the annual International District Dragon Fest. Stone and Lew approached the "Trash to Treasure Contest" by repurposing a "LIFE" board game into a wearable cocktail dress. Their design, which took first place, is currently on display outside of the Apparel Design program on campus.

Bright Future program hosts welcome barbeque for SVI community

At the beginning of the academic year, Bright Future program partnered with Bright Future Dollar for Scholars to host a welcome back barbeque for SVI faculty, staff and students. This barbeque helps to foster school spirit and serves as a way for students to engage with peers from other programs. All donations raised will help assist Bright Future students with tuition, fees and supplies.

Humanities Instructors mentoring UW doctoral students to build bridges between colleges

Under a new program funded by an Andrew W. Mellon Foundation grant, three instructors at Seattle Central are serving as mentors to three doctoral students in the Simpson Center for the Humanities at the University of Washington. Doctoral students will observe their faculty mentors in all aspects of the teaching experience over two years. The program's goal is to promote collaboration between UW and all colleges in the District, and to illuminate the diverse landscape of higher education, which includes two-year colleges, to doctorate students. Although not the primary purpose, the program also hopes doctoral students will consider careers as instructors in two-year colleges.

SVI students engage with local high school students at career fair

Students in the Pre-Apprenticeship Construction Trades (PACT) program at SVI helped to facilitate the "Construction Career Days" fair at Magnuson Park in early October. PACT students led designated tour groups of high school students, and gained hands-on experience by managing the two-day project. The fair was attended by over 400 high school students.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: November 12, 2015

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

National Day of Action to Encourage Free Community College Comes to South

South Seattle College hosted Senators Pramila Jayapal (37th District) and David Frockt (46th District) for a press conference on October 26 to discuss how President Obama's Heads Up America movement might work in Washington state. Heads Up refers to President Obama's vision of making two years of community college free for all. Our college was chosen because of the successful history of our 13th Year Promise Scholarship, and I was joined by 13th Year scholars and the president of our foundation in adding to the conversation from our perspective. It was another ideal opportunity to showcase how our program, providing one free year of tuition to local high school graduates since 2008, is a model for the nation to consider as the discussion continues.

Congressional Staff Learn About AANAPISI at South

On October 15, the Postsecondary National Policy Institute (PNPI) – a leading source of professional development for Congressional staff working on higher education issues – spent several hours at South learning about our college and AANAPISI (Asian American and Native American Pacific Islander-Serving Institution) program. The AANAPISI Center at South supports student retention and success, with a special focus on Asian American, Pacific Islander and Native American students. I welcomed PNPI staff to our campus, followed by a tour and lunch and dialogue with students and AANAPISI staff. The day wrapped up with a closing conversation between PNPI staff, campus leadership and our community partners.

Washington State House Education Committee Visits Georgetown

I welcomed the Washington State House Education Committee to our Georgetown campus on October 22, where they spent their morning learning about workforce education, apprenticeship training and the K-12 pathway into such programs from our staff and partners. The event,

requested by Rep. Sharon Tomiko Santos (37th District, also chair of the education committee), was an opportunity to highlight the importance of workforce and apprenticeship programs as part of the overall education landscape in Washington.

King County Executive Constantine Tours Georgetown Campus, Announces Aerospace Funding

Our Georgetown campus hosted an aerospace, maritime and manufacturing job fair in collaboration with the Workforce Development Council of Seattle-King County and Pacific Associates on October 6, during which King County Executive Dow Constantine made an appearance to tour our campus and hold an annual King County Aerospace Alliance meeting to announce \$250,000 in funding for high-demand aerospace training. South Seattle College is on the forefront of training workers for the aerospace industry with aviation maintenance and aerospace composite programs, making our campus a fitting location for the announcement.

Strong Partnership with Workforce Council Continues

South's collaboration and partnership with the Workforce Development Council of Seattle-King County (WDC) continues to be very strong, as evidenced by the achievements of 2014 and our plans for the remainder of 2015. In 2014, the WDC invested close to \$450,000 in South Seattle College to fund critical workforce training programs for our community. As WDC CEO Marlena Sessions wrote in a recent letter thanking us for our support, "South Seattle College 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 ..." In 2015, we look forward to continued collaboration, especially under the Department of Labor American Apprenticeship Grant recently awarded to South's Georgetown campus.

Sharing the 13th Year Scholarship Story at PromiseNet 2015

I was a guest speaker on November 11 at the PromiseNet 2015 Conference in Kalamazoo, Michigan, where I shared the story and impact of South's 13th Year Promise Scholarship. PromiseNet brings together educational institutions, lawmakers and communities that seek to expand access to higher education through long-term investment in place-based scholarships. Our 13th Year program is great example of how such scholarships work.

WSECU Advising Center Celebrated

In recognition of the Washington State Employee Credit Union's significant and ongoing support of the South Seattle College Foundation and our 13th Year Promise Scholarship, we have renamed our advising division the *WSECU Advising Center*. A ribbon-cutting ceremony

with South students, staff and faculty and WSECU employees was held on October 23. Our advising team's mission is to provide students with academic advice to keep them on track toward graduation and continued success after South.

Progress with *South 2017* and a visit from Rob Johnstone

South 2017, our campus-wide initiative to build programs based on research and proven practices to increase completion rates and increase enrollment, is already making an impact. This fall quarter, students can enroll in reformed developmental English and math to shorten the time spent in pre-college courses and ease progression to college-level work, take advantage of targeted career exploration services to help them select courses, and work with completion coaches who help them obtain certificates and degrees. Our work continues in building guided pathways, expanded educational planning tools, targeted intervention for undecided students and more. On October 29 we held a special session with Rob Johnstone, founder and president of the National Center for Inquiry and Improvement, who shared his insights on community college completion trends and South's progress toward our 2017 goals.

An Important Day to Honor Our Veterans

With no classes being held on November 11 in recognition of Veterans Day, we as a campus took time on November 10 to come together and honor the sacrifice our veterans have made to protect and serve our country. Several events were coordinated by the President's Advisory Committee on Veterans, including a flag ceremony, the distribution of military-style "Challenge Coins" to student veterans, a slideshow on campus monitors of students, staff and faculty who have served, and funding/donation drives to support Seattle Stand Down for Veterans and the Operation Welcome One Home program to end veteran homelessness in King County.

Student Empowerment Series Kicks Off

South's Student Empowerment Series is a quarterly event in which community leaders of color are invited to share stories and advice with our students. On October 20, our first speaker was Velma Veloria, the first Filipino American Washington State Representative, representing the 11th District from 1993 to 2004. While in the state legislature, Veloria sponsored bills which made Washington the first state in the nation to criminalize human trafficking. Since the enactment, 48 states have passed similar legislation. In an inspiring discussion with our students, Velma discussed the importance of civic engagement, community organizing and how to change policies. The series is sponsored by South's AANAPISI, Club Center, Student Leadership and TRIO programs.



AFT Seattle report to Board of Trustees for November 2015

We're happy to report that we held a bargaining session on the 3% COLA with Charles Sims and Daniel Cordas on Monday, October 26. Our bargaining team was Tracy Furutani, from North, Edwyna Ho from Central, and Richard Curtis from Central. A ratification vote will take place as soon as possible.

We added into our proposal for the COLA a request that all faculty receive a pay document indicating the change to their salary. I briefly mentioned at the last Board meeting that paycheck information has at times been lacking, especially for part-time faculty. There are also problems with tracking or understanding some of the information related to pay. We appreciate changes that have already been made regarding notifications about stipends. And we look forward to improvements when ctcLink is adopted. People need to feel confident that their salary is correct, so we will continue to work on improving the information that faculty receive.

A meeting on the Diversity in Hiring MOU is scheduled for November 4. The faculty have reviewed the MOU, some proposed ideas for specific actions, data from across the District on numbers of faculty of color, and information on other protected classes. We look forward to making progress on choosing trainers so that those who will serve on faculty screening committees will be well-prepared before starting the task of reviewing applications and interviewing people. We look forward to establishing best practices across the district. Given that the bulk of full-time positions will be posted and filled before the end of spring quarter, we see the importance of moving forward with implementation this academic year.

As I write this, it is Campus Equity Week. This is a time to give focus to part-time, contingent faculty. I had a chance to review the 2015 Update on Implementation of the Best Employment Practices for Part-time Faculty. It is important that this report came back into the light of day to give renewed attention to the overuse of temporary faculty. The legislature and the State Board acknowledge the expectation that colleges will continue to address the conditions that impede all faculty from giving their best to their students and programs. AFT Seattle has worked very hard over the years at the local level and state level on improvements. We will continue to do that, and ask that this board work with us. It doesn't serve students well when there is high turnover of their instructors. It doesn't support students when their teachers don't have enough time outside of class to help them. Student success is much higher when personal bonds are built with employees on campus, especially the teachers with whom they spend so much time. In addition, everyone should be paid for the work they do. Many contingent faculty feel a requirement to do work for free in order to make a good impression on those who will decide whether they are rehired or not. We can always find room for improvement.

Respectfully,
Annette Stofer, AFT Seattle President

Washington Federation of State Employees
WFSE Local 304

MEMORANDUM
October 29th, 2015

To: Board of Trustees
Seattle Colleges District

From: Ty Pethe
President of WFSE Local 304

Subject: October/November Report

Happy Autumn to all! Fall Quarter has kept most of our staff busy. Most of our Student Services members have been busy helping new students become connected to the campuses. We've been busy helping students plan events, access resources, get assistance, and enrich their experience outside of their classes.

Our Facilities Staff have been keeping the campuses clean, dealing with the shift in weather & seasons, raking the leaves and making our grounds beautiful, and fixing all the urgent repairs necessary to keep our campuses open. Our IT Staff have been mostly catching up on the backload of work that they were unable to get to while they were working on larger problems (such as updating all the computer systems for this year) over the summer. HR & our Business Office members have been churning through the piles of paperwork as per usual. So... We're all as busy as ever.

I'd like to take a moment to thank our Student Services administrators for their recent professional development days. We will have our first ever Student Services Staff Development Day on November 3rd. The topic will be on LGBTQ awareness and understanding. At South, they held their quarterly development day.

The Classified Development Advisory Committees have been planning their Classified Staff retreats to be held on Veterans' Day, November 11th, 2015. Since classes are cancelled on Veterans' Day, it gives our Classified Staff the opportunity to work with their supervisors to close their offices and take the day to gain professional development and connect with colleges. North Seattle has an exciting day planned with Sharon Lacey as their keynote speaker and two separate sessions of workshops. South Seattle's and Seattle Central's CDAC have still yet to announce their schedules at this time.

While our District's CDAC's are campus committees under the President's Offices, our union would like to recognize their hard work and the benefit it brings to every Classified Staff member. At our UMCC on October 29th, we discussed scheduling a different annual day for the CDAC retreats so that more staff can participate and will not have to make the choice between celebrating Veterans' Day or attending the retreat. It is our hope that we can continue to assist our campuses' CDAC's.

Our Local's elections took place on Thursday, October 22nd. Please see the attached document for the results. We're proud to see some amazing members step up to the plate and take on new positions. Congrats to our new officers!

We also helped sponsor two student events at Seattle Central: the Winona LaDuke lecture on October 12th and Octavia's Brood artist reading on November 16th. Also, we continue our work in the community. We will be holding our annual coat drive (taking any new or gently used warm clothes) to help those less fortunate in our community. We also have made two different donations to organizations that are collecting food for the hungry. We're proud to help put turkeys on the table of those who are less fortunate so that they can celebrate the upcoming Thanksgiving holiday.

Otherwise, our local has continued to represent our members and help the Seattle College District create the best possible campus environment and support our employees who help students achieve their educational goals.

Sincerely & With Much Thanks,

Ty Pethe

President of WFSE Local 304

Office: 206.934.6935

Cell: 206.351.1103

Email: Ty.Pethe@SeattleColleges.edu

Ty.Pethe@gmail.com

WFSE Local 304 Election Results – 10/22/15

Officers

President -	Ty Pethe, Seattle Central College
Vice-President -	Loretta Gutierrez-Sack, Employment Security Division
Treasurer	Matthew Davenhall, North Seattle College
Secretary -	Vacant (<i><u>We will hold a special election at our Nov. 19th General Membership Meeting</u></i>)

Executive Board

Higher Ed -	Orson Williamson, Seattle Central College
Higher Ed -	Jerry Owens, Shoreline Community College
Gen Gov't -	Amelia Petersen, Department of Ecology
Gen Gov't -	Tricia Shoblum, Department of Ecology
At Large -	Tracy Yorker, Seattle Central College

Trustees

2015 – 2016 -	Linda Bruton, Seattle Central College
2015 – 2017 -	Amy LaZerte, North Seattle College
2015 – 2018 -	Eric Knutson, Seattle Central College

MLKCLC Delegates

Ty Pethe, Seattle Central College
Brooks Salazar, Board of Industrial Insurance Appeals
Steve Hoffman, North Seattle College
Paul Lindstrom, Seattle Central College
Rodolfo Franco, North Seattle College
Tricia Shoblum, Department of Ecology

Council 28 Policy Delegates

(We will hold a special election for vacancies at our Nov. 19th General Membership Meeting)

Higher Ed Committee - Ty Pethe, Seattle Central College

Rodolfo Franco, North Seattle College

Matthew Davenhall, North Seattle College

Amy LaZerte, North Seattle College

Orson Williamson, Seattle Central College

Steve Hoffman, North Seattle College

Erik Oberholtzer, Seattle Central College

Jerry Owens, Shoreline Community College

David Holmes, Shoreline Community College

Paul Fernandez, Shoreline Community College

2 Vacancy for Bellevue College

1 Vacancy for Eastern WA University

3 Vacancy for Green River College

2 Vacancy for Renton Technical College

1 Vacancy for WA State University

1 Vacancy for Western WA University

Natural Resources - Amelia Petersen, Department of Ecology

Tricia Shoblum, Department of Ecology

Arthur Fluharty, Department of Agriculture

David Pater, Department of Ecology

1 Vacancy

Employment Security - Jeananne La Casse, Employment Security Division

Loretta Gutierrez-Sacks, Employment Security Division

3 Vacancy

Miscellaneous Gov't - Brooks Salazar, Board of Industrial Insurance Appeals

6 Vacancy

Public Service *1 Vacancy*

MEMORANDUM

TO: Board of Trustees
Seattle Community College District

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

DATE: November 12, 2015

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT -Information Only

- Student Administrative Council – Is currently looking to hire three (3) new Student Leaders to help supplement the work we do throughout the year. There are two (2) positions open for the Arts, Lectures and Activities Board, and one (1) for the Student Cabinet. Applications have been released and interviews will take place on November 19th and 20th. The new hires will work from the end of November through Spring Quarter.
- Tenant Rights – Solid-Ground, a community based organization that serves the greater Seattle area, will be returning to the North campus to give another workshop on the basics of tenant rights. In light of the housing issues that students often face, particularly in lieu of the Aurora Bridge accident, the Student Administrative Council is working to help students as well as staff and faculty learn more about how they can protect themselves from unfair living conditions.
- Voter Registration – Over a two day period, over 60 people were registered to vote in conjunction with National Voter Registration Day. This was a record number for our campus!
- National Coming Out Day – Celebrated on campus on October 12th, Student Leadership and the Women's Center partnered to provide education and advocacy for the LGBTQIA+ community and gender neutral bathrooms on campus. Over 50 people participated in the event.

Seattle Central College

October 20th Student Involvement Fair

The Fall Quarter Student Involvement Fair introduced students to student clubs on campus as well as other opportunities to stay connected. There were dozens of diverse clubs and committees, student councils and boards and many opportunities to make students time at Seattle Central very enjoyable and meaningful. Approximately 1,000 students attended the events.

October 20th Volleyball Tournament

October 21st Safety & Self-Defense

In accordance with National Domestic Awareness Month sponsored by Women's Programs and Student Leadership, Joanne Factor, owner / instructor at Strategic Living, LLC, discussed the topic of "No More Fears" demonstrated some basic safety skills and self-defense techniques. Students found it very riveting and informative.

Seattle Central was proud to host a Volleyball Tournament in the MAC building. There was a solid turn out and of course we had a tournament with trophies. It ran from 3pm-6pm.

October 15th Conversations on Social Issues presents: Domestic Violence

Continuing the trend of issues that matter, the Seattle Central Library hosted another hot topic discussion, this time on Domestic Violence and the Media. The discussion was led by Joanne Factor of Strategic Living, Safety and Self-Defense Training. It took place at noon in Library Room A.

October 15th City of Seattle Council Candidate Forum, Sponsored by the ASC

Seattle Central hosted a student focused Seattle City Council Candidate forum. The event was moderated by Seattle Central Political Science Faculty member Dr. Carl Livingston and questions for candidates were both submitted by students enrolled in political science courses as well as members of the audience. Candidates included Bill Bradburd, Lorena Gonzalez, Jon Grant, Tammy Morales, Kshama Sawant & Pamela Banks.

October 12th Winona Laduke Lecture

Winona LaDuke is the Executive Director of the White Earth Land Recovery Project and Honor the Earth, where she works on a national level to raise public support and create funding for frontline native environmental groups. She is an Anishinaabekwe (Ojibwe) enrolled member of the Mississippi Band Anishinaabeg, who lives and works on the White Earth Reservations. At the age of 18, she spoke in front of the United Nations and since has become one of the most prominent voices for American Indian economic and environmental concerns. A graduate of Harvard and Antioch Universities, LaDuke has written extensively on Native American and environmental issues. She is the author of six books. She delivered a powerful speech on Indiginous Day at the Broadway Performance Hall for an hour and sold out all the seating to standing room only. Over 300 people attended.

MEMORANDUM

TO: Board of Trustees
Seattle Colleges

FROM: Robert Andrew Ribaudo
President, United Student Association
South Seattle College

DATE: November 12, 2015

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

Aurora Bus Accident

In solidarity with the students at North Seattle College, USA members attended the vigil at North campus on September 30. On October 1, we also created an alter with flowers, incense and a message board to memorialize the students and to show support to those still in the hospital.

Quarterly Blood Drive

On October 13, Yousuf Dirie, USA Community Service Officer, worked with Blood Works NW to coordinate our quarterly blood drive. Forty-one people donated which translated to 26 units of blood, meaning South Seattle College helped save up to 78 lives in the community. The drive came in as the third best turn out since South Seattle began hosting blood drives in 1994.

Smoking Forum

On October 15, the USA along with the College Council held a second campus forum on the state of smoking. Panelists included Vice President Frank Ashby, Director of Security James Lewis and representatives from North Seattle and Seattle Central, King County and U.S. Department of Health. Ryan Dorman, faculty and College Council Chair, Amelia Nguyen, USA Issues and Concerns Officer and Ryan Lonergan, USA Vice President/ Legislative Liaison, facilitated the discussions. It was informative to hear about North's smoke-free status, and people shared concerns about the recent removal of campus smoking shelters and the need for better signage and communication to direct smokers to the new smoking areas. Attendance consisted of 30 students, faculty, and staff who heard how second-hand smoke is affecting the health of others and gave their input on the direction we should go as a campus community. The next suggested step is to conduct a campus-wide survey.

Ice Cream Social

On October 19, USA Social Activities Officer Ahky Ho organized a welcome event in which students across campus got free ice cream while playing ice breaker games to get to know others, register to vote and meet with their student government members and student leaders.

Campus-wide Committees

All of our officers are representing students on a variety of campus-wide committees:

Officer Name	Title	Assigned Committee
Andy Ribaudó	USA President	College Council, Board of Trustees
Ryan Lonergan	USA VP	UT Fee Committee
Tyler Yamashita	USA Treasurer	S/A Fee Board
Rifka Bahaman	USA Communications Officer	Communication Rubric Team, Biology Faculty Tenure Review Committee
Amelia Nguyen	USA Issues and Concerns Officer	S/A Fee Board, BIAS Incident Response Team, Grievance Rep
Yousuf Dirie	USA Community Service Officer	Biology Faculty Tenure Review Committee
Van Le	USA Public Relations Officer	Psychology Faculty Tenure Review Committee
Ahky Ho	USA Social Activities Officer	Club Council