



**SEATTLE  
COLLEGES**

Central • North • South • SVI

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

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

**January 14, 2016**

### **STUDY SESSION**

Seattle Central College  
1701 Broadway  
Seattle, WA 98122

2:00 p.m. Broadway Performance Hall Boardroom

### **REGULAR SESSION**

Seattle Central College  
1701 Broadway  
Seattle, WA 98122

3:00 p.m. Broadway Performance Hall Boardroom

### **STUDY SESSION AGENDA**

**2:00 p.m. Call to Executive Session**

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

**2:10 p.m. Diversity, Equity and Inclusion Work in the Seattle Colleges**

Presenters: Diane Coleman, Marci Myer, Ricardo Leyva-Puebla, Earnest Phillips, Pam Racansky, Rosie Rimando-Chereunsap, Tina Young

**REGULAR SESSION AGENDA**

- |           |   |       |
|-----------|---|-------|
| 3:00 p.m. | <b>CALL TO ORDER</b>  |       |
| 3:00 p.m. | <b>ROLL CALL</b>  |       |
| 3:00 p.m. | <b>INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN</b>  |       |
| 3:10 p.m. | <b>APPROVAL OF AGENDA   ACTION</b>  | Tab 1 |
| 3:10 p.m. | <b>PUBLIC COMMENTS</b><br><br>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. | <b>PRESENTATION</b><br>Don't Isolate, Integrate!<br><i>Greg Hinckley, FT Sociology Faculty and Chair of the Learning Communities Committee at Seattle Central College</i> |       |
| 3:50 p.m. | <b>RECOMMENDED BOARD ACTIONS   ACTION</b>   |       |
|           | A. December 2 and December 10, 2015 Meeting Minutes   | Tab 2 |
|           | B. Tender of Gifts  | Tab 3 |
|           | D. WAC 132F-121 – Second Reading  | Tab 4 |
|           | C. District Philanthropy Organization   | Tab 5 |
| 4:15 p.m. | <b>ORAL REPORTS</b>   |       |
|           | A. <u>Chancellor's Report</u>   |       |
|           | a. Community Survey   |       |
|           | b. Martin Luther King, Jr. celebration  |       |
|           | c. State Board information40201   |       |
|           | B. <u>Associated Student Body Presidents</u>  |       |
|           | 1. Ms. Sarah Baker, North Seattle College   |       |
|           | 2. Mr. Nickey Mitchell, Seattle Central College   |       |
|           | 3. Mr. Andy Ribaud, South Seattle College   |       |
|           | C. <u>AFT Seattle Community Colleges</u><br>Ms. Annette Stofer  |       |
|           | D. <u>Washington Federation of State Employees</u>  |       |

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, February 11, 2015 at North Seattle College in the North Star Dining Room, 9600 College Way North, Seattle WA 98103. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m.

**EXECUTIVE SESSION(S)**

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

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

**BOARD OF TRUSTEES MEETING** held Thursday, December 2, 2015 at Siegal Center, 1500 Harvard Avenue, Seattle, 98122.

### **PRESENT FOR SPECIAL MEETING HELD AT 2:00 P.M.**

Trustees	Mr. Steve Hill, Chair Mr. Jorge Carrasco Ms. Louise Chernin Ms. Teresita Batayola, joined by phone Ms. Carmen Gayton, joined by phone
Chancellor	Dr. Jill Wakefield
Vice Chancellor	Dr. Kurt Buttleman
Advisory Representatives	Mr. Derek Edwards, AAG
Secretary	Ms. Rebecca Hansen

### **CALL TO ORDER**

Chair Hill called the meeting to order at 2:03pm.

### **ROLL CALL**

The Secretary, Rebecca Hansen, noted attendees at the Special Meeting.

### **INTRODUCTION OF VISITORS**

Chair Hill welcomed Earnest Phillips.

### **APPROVAL OF AGENDA | ACTION**

Chair Hill asked for a motion to approve the agenda. **Trustee Carrasco made a motion to approve. Teresita Batayola Seconded. The motion carried 5-0.**

### **PUBLIC COMMENTS**

There were no public comments.

### **CHANCELLOR PROFILE**

Chair Hill gave an overview of the process to-date and summarized the search advisory committee's meeting on December 1. Trustees reviewed the profile that was recommended by



the search advisory committee. After discussion, **Trustee Carrasco made a motion to approve the profile. Trustee Chernin Seconded. The motion carried 5-0.**

The Board discussed the Board's next steps in the search process including posting the profile and setting a date for a retreat to discuss the priorities for the district in the next five years.

#### ADJOURNMENT

The meeting adjourned at 3:00pm

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)**

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

**BOARD OF TRUSTEES MEETING** held Thursday, December 10, 2015 at Siegal Center, 1500 Harvard Avenue, Seattle, 98122.

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

#### Trustees

Ms. Teresita Batayola, Acting Chair  
Mr. Jorge Carrasco  
Ms. Louise Chernin

#### 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  
Mr. Charles Sims

#### Advisory Representatives

Ms. Maureen Shadair  
Mr. Derek Edwards, AAG  
Ms. Annette Stofer  
Mr. Ty Pethe, WFSE  
Mr. Eric Tysinger  
Mr. Nickey Mitchell  
Mr. Andy Ribauda

#### Secretary

Ms. Rebecca Hansen

### **ABSENT**

Mr. Steve Hill  
Ms. Carmen Gayton  
Dr. Mary Ellen O'Keeffe

#### CALL TO ORDER

Trustee Batayola called the meeting to order at 3:13pm.

#### ROLL CALL

The Secretary, Rebecca Hansen, called the roll.

#### INTRODUCTION OF VISITORS

Trustee Batayola welcomed visitors. Visitors introduced themselves and included: Victor Kuo, Mark Baumann, David Prince, Pete Lortz, Eric Tysinger, Rosie Rimando Chareunsap, Joseph Barrientos, Ian Siadak, Keith Neal, Marci Myer, LaVerne Lamoureux, Heather Emlund, Diane Coleman, Malcolm Grothe and Laura Saunders.

#### APPROVAL OF AGENDA

Trustee Batayola asked for a motion to approve the agenda. **Trustee Carrasco made a motion to approve and Trustee Chernin Seconded. The motion carried 3-0.**

#### PUBLIC COMMENTS

There were no public comments.

Trustee Batayola recognized President Brown and North Seattle College for assistance to students involved in the Aurora Bridge accident. President Brown thanked the entire North community for their support of the college and its students. He noted that insurance assistance is being provided to students who were involved in the crash and that the NTSB investigation and litigation are ongoing.

Trustee Batayola invited Dr. Edwards Lange to give an update on the recent death of Hamza Warsama, a student at Seattle Central College. Dr. Edwards Lange reported that the college is working with Black and Muslim students to address safety concerns. The President's Office is working with Seattle Police Department and the Mayor's Office to improve communication and better understand protocols for student deaths.

#### PRESENTATION

Jill Wakefield thanked Ian Siadak for his work as the inaugural District Sustainability Coordinator. He is leaving his position at the end of December and will move to New Zealand.

##### A. District Sustainability Plan

Kurt Buttleman and Ian Siadak presented an overview of the sustainability studies and improvements that have been accomplished or are currently underway. They invited the Board to give input on areas of interest and priorities.

Areas of action that were highlighted included achievement of STARS recognition at each college, improvements in utility efficiency, and development of sustainability focused degrees and classes. Further work is underway to tie sustainability goals to the district's strategic plan.

Trustee Chernin was interested in the instructional component of the plan and noted that developing a niche for training for green jobs could provide leverage for future grants. Trustee Carrasco would like to include sustainability as a component to the strategic plan conversation that the Board is having in February 2016. Trustee Batayola was interested in looking at administrative practices that could have immediate impacts.

#### RECOMMENDED BOARD ACTIONS

- A. November 12, 2015 Meeting Minutes

**Trustee Chernin made a motion to approve the minutes. Trustee Carrasco Seconded. The motion carried 3-0.**

- B. Recommended Tenure, Edwyna Ho

The Board discussed Edwyna Ho's candidacy for tenure in Executive Session prior to the start of the Regular Session. **Trustee Carrasco made a motion to approve tenure. Trustee Chernin Seconded. The motion carried 3-0**

#### INFORMATIONAL ITEMS

- A. Chancellor Search Update

Laura Saunders from ACCT reported that the search advisory committee met on December 1 and the profile was approved by the Board on December 2. Given the profile, ACCT is undertaking a wide search for a strong, diverse pool. The target dates for applications is January 22.

- B. 43<sup>rd</sup> Martin Luther King Jr. Celebration

Chancellor Wakefield reported that the annual celebration will happen on Friday, January 15 at Mt. Zion Baptist Church. The theme of this year's celebration is 'Are we there yet?' and the keynote speaker will be Marcus Green, Executive Director of the South Seattle Emerald and was a recipient of Crosscut's 2015 Courage Award for Culture.

- C. Student Conduct WAC Process Update

Chancellor Wakefield updated the Board on revisions that were made to the WACS to incorporate suggestions from Board members. The public comment period is open and a hearing is scheduled for January 7.

#### ORAL REPORTS

##### Chancellor's Report

Chancellor Wakefield wished the Board happy holidays and thanked them for their leadership and the impact they have on the lives of our students and the quality of our community.

##### Associated Student Body Presidents

1. Mr. Eric Tysinger, North Seattle College

Mr. Eric Tysinger attended in place of Ms. Sarah Baker. He reported on a successful district-wide meeting with student leadership and work that is underway related to affordable textbooks, gender-neutral restrooms and planning for lobby day in Olympia.

2. Mr. Nickey Mitchell, Seattle Central College

Mr. Nickey Mitchell reported that the associate member selection process had concluded and that 29 applications were received for 6 available positions. He presented a poster with messages from students to Dr. Edwards Lange in recognition of Hamza Warsama.

3. Mr. Andy Ribaud, South Seattle College

Mr. Andy Ribaud reported that student leadership is assigning issue areas to their committees. Student leadership at South voted in support of moving toward a tobacco free campus. He also reported that planning for the January 26 lobby day is underway and that the focus will be on support for K-AA education (K-14).

AFT Seattle Community Colleges

Ms. Annette Stofer reported on recent AFT activities including a Black Lives Matter event that they co-sponsored. She also reported that members recently adopted a statement against anti-immigrant/refugee/Muslim rhetoric and that faculty are actively working to support students, teachers and staff who feel threatened. The union is also preparing for bargaining.

Washington Federation of State Employees

Mr. Ty Pethe reported that WFSE has shown support for and been an ally for many events across the district this fall. He is working with planning and research to prioritize initiatives for 2016.

College Presidents and Vice Chancellors

1. President Warren Brown, North Seattle College

Dr. Brown highlighted a few things from his written report including the hiring of a new Vice President for Administrative Services, Andrea Johnson. He also reported on International Night, which was a celebration of diversity and remembrance for victims of the Aurora Bridge accident.

2. Interim President Sheila Edwards Lange, Seattle Central College

Dr. Edwards Lange reported that she would be attending a public vigil for Hamza Warsame and that the sadness from the loss of this student is being felt across the campus. She announced her decision to elevate the current diversity position to a cabinet-level position with the title of Chief Diversity Officer. Tina Young is serving in that position on an interim basis. Over next 6 months, Dr. Edwards Lange and her cabinet will look at models and structures and launch a search for someone to hold that position permanently. She also announced that instruction will begin at the Pacific Tower Health Education Center in January.

3. Vice President for Student Services Rosie Rimando Chereunsap,

South Seattle College

VPSS Rosie Rimando Chereunsap represented President Oertli who was at WACTC. Dr. Chereunsap updated the Board on the AACC Pathways Project. The leadership team from South is participating in a webinar and will attend the first institute in February. Dr. Chereunsap also highlighted the success of the new Veterans Student Center, which was recently redesigned and has served over 1000 students during fall quarter.

#### Board of Trustees

Mr. Jorge Carrasco wished everyone an enjoyable and safe holiday and thanked administrators and staff for their work. Ms. Teresita Batayola thanked the Board for having courage and taking on difficult issues. Ms. Louise Chernin thanked district and college leadership for embodying heart and action in their work.

#### ADJOURNMENT

Meeting adjourned at 4:28pm.

The next meeting of the Board of Trustees will be held on Thursday, January 14, 2015 at Seattle Central College, Broadway Performance Hall Boardroom, 1701 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)**

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APPROVED BY:

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Steve Hill, Chair

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Date



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## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: January 14, 2016

SUBJECT: TENDER OF GIFTS TO SEATTLE COLLEGES

### Background

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

On the attached pages are summaries of the gifts received during the period of October 1, 2015 – December 31, 2015.

### Recommendation

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

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT  
AS OF DECEMBER 30, 2015  
CASH

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
SCCC Foundation	Summer 15 Emergency Scholarships	\$ 1,000.00					
	Summer 15 Promise Scholarships	\$ 4,167.97					
	Basic Studies - Program Support	\$ 1,900.00					
	Cont Ed - Program Support	\$ 850.00					
	College Spark Prog. -	\$ 14,315.00					
	President's Discretionary Fund - Fall 15 Support	\$ 5,000.00					
	15-16 Childcare support	\$ 1,250.00					
	15-16 tutoring support	\$ 15,000.00					
	Emergency Scholarships - retro reimb scholar	\$ 4,331.19					
	Summer 14 Promise Scholarships	\$ 2,984.00					
	Go Abroad Scholarships - Spring 15	\$ 21,607.00					
	Intl Students Discretionary - Spring 15	\$ 21,607.00					
	Culture Winter Camp - Spring 15	\$ 21,606.00					
	Pac Tower Construction - Norcliffe Found. Grant	\$ 200,000.00					
	Mainstay - Program Support	\$ 1,874.00					
	Culinary - program Support	\$ 1,267.00					
	Parent Child Center - Scholarships	\$ 206.00					
<b>CAMPUS TOTALS</b>		<b>\$318,965.16</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL CASH GIFTS TO</b>							
SEATTLE COLLEGES						<b>\$318,965.16</b>	





MEMORANDUM

To: Board of Trustees

From: Jill Wakefield

Date: January 14, 2016

SUBJECT: Second Reading - WAC 132F-121 Student Activities, Rights and Discipline

**Background**

WAC 132F-121 Student Activities, Rights and Discipline underwent revision by the VPSS group to comply with mandatory changes required by the Violence Against Women Act and Title IX. The revisions included:

- Updating definitions, including bullying, cyber misconduct, and stalking
- Adding new language for sexual misconduct including the subsections for sexual harassment, sexual intimidation, sexual violence and domestic violence
- Updating the list of student rights to include “academic freedom” and “due process”
- Adding language relating to weapons on the college campus
- Adding language relating to alcohol and drugs on campus
- Updating language relating to the use of tobacco and other related products
- Adding “safety violations”, “ethical violations”, and “retaliation” as sections under Student Misconduct
- Expanding the section on “probation” under disciplinary actions
- Shortening the time to appeal a disciplinary sanction from twenty to ten days

This proposed draft was introduced for a First Reading at the November Board of Trustees meeting. Based on feedback received from the Trustees, the following edits were made:

- “Statement of Values” added in WAC 132F-121-005
- “Discriminatory conduct”, “Sexual misconduct”, and “Harassment” moved up from sections 16-18 to sections 1-3 in WAC 132F-121-110
- The language “gender expression” included in WAC 132F-121-005 and added in WAC 132F-121-110 (under section 1 “Discriminatory Conduct” and section 3 “Harassment”)
- “Cyber misconduct” removed from 132F-121-110 for redundancy. The term is defined in the definition section in WAC 132F-121-010(1)(b) along with “bullying.”
- “Cyber-bullying” was added to section 7 in WAC 132F-121-110
- Additional language added to the definition of “dating violence” in WAC 132F-121-010(2)(c)(iv) to include “conduct that causes emotional, psychological, physical, and sexual trauma”



- Definition of “domestic violence” pulled out from WAC 132F0121-010(2)(c) and introduced in a new section under WAC 132F-121-010(2)(d)
- Additional language added to definition of “domestic violence” to include “conduct that causes emotional, psychological, physical and sexual trauma”

This proposal was filed with the Office of the Code Reviser and was the subject of a Public Rulemaking Hearing held on January 7, 2016. A summary of the comments received are attached. In consideration of the rulemaking hearing and the comments received, the following additional edits are recommended (underlined portion):

- Additional language added to WAC 132F-121-110 (24) to now state: “Violation of any federal state, or local law, rule, or regulation, including any hate crime.”
- Keep original definition of “bullying” in WAC 132F-121-010(1)(a): Bullying is defined as the repeated use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any combination thereof, directed at another student or staff that ...

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-121.

Submitted By:

Dr. Jill Wakefield  
Chancellor

Name & Affiliation	Type	Comment	Summary	VPSS & AAG Proposed recommendation
Lydia Minatova, NSC	emailed	<p>Comment: Suggest deletion of phrase underlined (within the italicized quote). Reason: Difficult to define and substantiate a "power imbalance." e.g. if a student bullies another student does this fail to meet the defined requirement of "power imbalance between aggressor and victim"?</p> <p>WAC 132F-121-010 <i>Definitions and general provisions. For purposes of this chapter: (1)(a) <b>Bullying.</b> 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 and victim that is directed at another student or staff that: (i) intentionally causes physical or emotional imminent harm to...</i></p>	delete part of bullying definition regarding power imbalance between the aggressor and victim	Revert back to current definition of bullying. No substantive changes.
Christine Tarhjan, SCC	emailed	<p>I am concerned about the definition of bullying in the amendatory section, particularly, "Bullying...involv[es] a power imbalance between the aggressor and victim." This odd inclusion leaves no recourse for victims of peer bullying, the most common type, in my experience. The proposed definition is more effective without the limiting phrase. It would be more difficult for a victim of bullying to prove the existence of a "power imbalance" than to simply provide evidence of "physical or verbal abuse, including written or electronic expressions, repeated over time."</p>	delete part of bullying definition regarding power imbalance between the aggressor and victim	Same (see above)

[rough transcription]: A year ago, Charlie Hebdo attacked happened; day after Charlie Hebdo attack happened, teacher @ Refugee's Alliance did a talk on pluralism and freedom of speech and showed a cartoon of Charlie Hebdo (tamer version) and Muslim society freaked out; had her fired and threw rocks through her window... Consensus among the Somalis was that she crossed a line... I'm concerned because if I bring the Koran and quote parts of it, I'm concerned that would be called hate speech and that would fall under student misconduct... blasphemy and a refusal to follow Sharia law gets conflated with hate speech and physical assault and how it's perceived in the Somalia community troubles me... Deeply concerned about this ... Concerned that I'm not going to get expelled if I pass out a pamphlet that says I take issue with you that Islam is a religion of peace, that theology has nothing to do with the motive... Concerned putting a cartoon up is going to get someone calling it hate speech and I feel physically constrained by this... The woman who got fired was a bleeding heart liberal.

Dan Dagen,  
SSC speaker

concerned about freedom of speech and ability to voice one's opinion about certain matters without having it treated as hate speech, and subsequently a student misconduct issue

No substantive changes.  
WAC 132F-121 Student Activities, Rights and Discipline upholds constitutionally protected speech.

## Chapter 132F-121 WAC

### STUDENT ACTIVITIES, RIGHTS AND DISCIPLINE

#### WAC

#### 132F-121-005      Statement of Values

- 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.

#### NEW SECTION

##### **WAC 132F-121-005 Statement of values.**

The Seattle College District is a diverse and dynamic learning community. As such, the college district maintains a strong commitment to our values. We value students: we promote programs, services and activities that address students' needs and interests; student success through accessibility and support services; and student development through activities both inside and outside the classroom. We value diversity: we promote respect for the abilities and interests of each individual; awareness and understanding of all people; and appreciation of the unique cultures of our campuses. We are committed to the concept and practice



of equal opportunity for all, and do not tolerate discrimination or retaliation against any member of the college community because of her/his race; color; national origin; sensory, mental or physical disability; use of a service animal; gender, including pregnancy; marital status, religion; creed; genetic information; sexual orientation; age; gender identity; gender expression; veteran's status; or any other legally protected classification, in accordance with WAC 132F-121-110(1).

AMENDATORY SECTION (Amending WSR 15-02-072, filed 1/6/15, effective 2/6/15)

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

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

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

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

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

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

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

(b) ~~((Cyber-bullying is defined as bullying through the use of technology or any electronic communication which shall include, but not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic, or photo optical system including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications. Cyber-bullying shall also include the creation of a web page or blog in which the creator posted content or messages, if the creation or impersonation creates any of the conditions constituting bullying in the student conduct code. Cyber-bullying shall also include the~~



~~distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions constituting bullying in the student conduct code.~~

(2)) **Cyber misconduct.** Cyberstalking, cyberbullying 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 e-mail communications directly or through spyware, sending threatening e-mails, disrupting electronic communications with spam or by sending a computer virus, sending false messages to third parties using another's e-mail identity, nonconsensual recording, including images or videos of a sexual nature, and nonconsensual distribution of such material.

(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 reasonably 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, sexual violence, and domestic 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 as defined in (d) of this subsection.

(iv) Dating violence means violence by a person who has been in a romantic or intimate relationship with the victim, and includes conduct that causes emotional, psychological, physical, and sexual trauma. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

(v) Stalking as defined in subsection (1)(c) of this section.

(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.

(d) Domestic violence. 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, and, includes

conduct that causes emotional, psychological, physical, and sexual trauma.

(3) 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.

~~((+3))~~ (4) "Day" means calendar day, unless specified otherwise, and deadlines shall be computed in accordance with WAC 10-08-080.

~~((+4))~~ (5) "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.

~~((+5))~~ (6) "District community" includes, but is not limited to, the district itself and all enrolled students, employees, officers, and invitees of the district.

~~((+6))~~ (7) "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.

~~((7))~~ (8) "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.

~~((8))~~ (9) 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, effective 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.]

AMENDATORY SECTION (Amending WSR 03-16-015, 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~~)) college 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:

(a) Academic freedom.

(i) 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.

(ii) 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).

(iii) 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.



(iv) 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.

(b) Due process.

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

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

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

(iv) 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 authority 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 commission 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.]

AMENDATORY SECTION (Amending WSR 13-11-127, filed 5/21/13, effective  
6/21/13)

**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) Discriminatory conduct. Discriminatory conduct which harms or  
adversely affects any member of the college community because of  
her/his race; color; national origin; sensory, mental or physical  
disability; use of a service animal; gender, including pregnancy;  
marital status, religion; creed; genetic information; sexual  
orientation; age; gender identity; gender expression; veteran's  
status; or any other legally protected classification.

(2) Sexual misconduct. The term "sexual misconduct" includes  
sexual harassment, sexual intimidation, and sexual violence as defined  
in WAC 132F-121-010(2).

(3) 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; gender expression; veteran's status; or any other legally protected 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.

(4) 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)) (5) 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)) (6) 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))~~ (7) Assault, physical abuse, verbal abuse, threat(s), intimidation, harassment, bullying, cyberbullying, stalking or other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of ~~((any student, any district officer or employee, or any other person who is on district property or is participating in a district activity.~~

~~(5))~~ another person or another person's property.

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

~~((6))~~ (9) Failure to comply with the direction of a district officer or employee who is acting in the legitimate performance of his or her duties, or failure to properly identify oneself to such a person when requested to do so.

~~((7))~~ (10) Participation in any activity which unreasonably disrupts the operations of the district or infringes on the rights of

another member of the district community, or leads or incites another person to engage in such an activity.

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

~~(9))~~ (11) 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.

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

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

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

~~(11) Being observably under the influence of any legend drug, marijuana, narcotic drug or controlled substance as defined in chapters 69.41 and 69.50 RCW, or otherwise using, possessing, delivering, or selling any such drug or substance, except (a) in accordance with a lawful prescription for that student by a licensed health care professional or (b) as permitted by law and authorized by the chancellor or a college president.~~

~~(12))~~ (13) 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.

(14) 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 chapter 69.41 RCW, or any other controlled substance under chapter 69.50 RCW, except as prescribed for a student's use by a licensed practitioner.

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

~~((13))~~ (16) Conduct which is disorderly, lewd, or obscene.

~~((14))~~ (17) Breach of the peace, or aiding, abetting, or procuring a breach of the peace.

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

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

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

~~(18) Smoking inside a campus building or in or on any other property where smoking is not authorized.))~~ (18) 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.

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

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

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

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

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

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

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

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

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

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

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

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

(a) Failure to obey a subpoena;

(b) Falsification or misrepresentation of information;

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

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

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

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

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

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

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

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

(25) 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.

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

(27) 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.]

AMENDATORY SECTION (Amending WSR 13-11-127, filed 5/21/13, effective 6/21/13)

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

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

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

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

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

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

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

(d) Requirement of a medical evaluation by a qualified professional to assess the student's ability to function in the academic environment. Upon completion of the medical evaluation, the student may be readmitted so long as the student does not pose a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices or procedures, or by the provision of auxiliary aids or services. In determining whether students with disabilities (as defined by Section 504 of the Rehabilitation Act, Title II of the ADAAA, 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.]

AMENDATORY SECTION (Amending WSR 13-11-127, filed 5/21/13, effective 6/21/13)

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



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**MEMORANDUM**

**TO:** Jill Wakefield, Chancellor  
**FROM:** Steve Hill, Chair  
**DATE:** January 14, 2016  
**SUBJECT:** Approval of charge to Chancellor Wakefield

**Background**

As state funds and tuition revenue are in decline, Seattle Colleges must pursue new sources of revenue and maximize our ability to harness philanthropic support.

**Recommended Action**

I recommend that the Seattle College District Board of Trustees vote to approve the attached letter requesting recommendations from Chancellor Wakefield by June 30, 2016.

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

Steve Hill  
Board Chair



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

Dear Chancellor Wakefield,

As trustees of the Seattle College District, we are fully aware of the financial challenges the colleges are facing. Historically community colleges have been primarily financed by Washington State and tuition revenues. As you and your team have constantly reminded us, these revenue sources are in decline. We believe philanthropic support is a significant opportunity for the District and want to be sure we are optimally structured to seek and realize the generosity of our community.

We are impressed with the pioneering philanthropy work that has been done at each of our colleges and for the District. Our current situation and the future require we think about how to organize this effort for significantly higher goals and impact.

We believe you and your leadership team are in a unique position over the next six months to develop a plan for ensuring we have the capacity and capability to maximize our philanthropic potential. You would be leaving an important "head-start" for the new Chancellor.

We are asking for thorough examination of all aspects of the current structure and organization of philanthropy, including structure, governance, investment of funds, and goal setting for those working in this area. Therefore we ask that you bring recommendations to us, no later than June 30, 2016, for a system wide approach that capitalizes on the strengths and needs of our campuses and the overall District; one that enables our District to be highly effective in raising funds now, and into the future. We are fortunate to have committed volunteers who support our philanthropic efforts; their perspectives will be important. We also want to assure ourselves that donors including individuals, foundations and corporations will be able to work smoothly with our philanthropic structure.

Most importantly, however, is our objective of maximizing philanthropic support to serve our students, our faculty and our infrastructure. We look forward to receiving your recommendations.

Sincerely,

Steve Hill

Chair, Seattle Colleges Board of Trustees





**SEATTLE  
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**OFFICE OF THE CHANCELLOR**

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## **MEMORANDUM**

**TO:** Seattle Colleges Board of Trustees

**FROM:** Jill Wakefield, Chancellor

**DATE:** January 14, 2016

**SUBJECT:** Chancellor's Report to the Board

### **Transitions**

Charles Sims has retired effective December 31 as the District's chief human resources officer (CHRO). Mr. Sims joined the District in 2009, at a time we were facing major budget reductions. Charles stepped in and stabilized the district's human resources infrastructure, systems and programs and he led the restructuring and consolidation of Human Resources and Pay/Roll Benefits into the Employee Services Division. I want to thank Charles for his leadership in making the Seattle Colleges a stronger, more effective, and more efficient organization. He will be missed.

We have started the process for hiring a new CHRO. For the next three months, Charlie Earl, former president of Everett Community College and former Director of the State Board for Community and Technical Colleges, will serve as interim CHRO.

In our Development Office, I am pleased to announce that Julie Coleman accepted our offer to serve as interim associate vice chancellor for Advancement, replacing Bruce Genung, who resigned in December. Julie is a development professional with more than 25 years of experience and has held leadership and management roles in multiyear, multi-million-dollar capital campaigns. As chair of three major campaigns, director of development at Seattle University, and founding president of a charitable organization focused on education in Africa, I am looking forward to the wealth of philanthropic experience she will bring to the colleges and the district.

### **MLK celebration**

Marcus Green, executive director of the South Seattle Emerald and 2015 recipient of Crosscut's Courage Award for Culture, is the keynote speaker at our 43rd annual Martin Luther King Jr. Community Celebration. The event is Friday, January 15, from noon to 1:30 p.m. at Mount Zion Baptist Church. Green will share his experiences locally and suggest actions we can each take to support diversity and inclusion in our community. I will

highlight specific programs Seattle Colleges has developed to eradicate economic inequity and support diversity and inclusion.

For those who cannot attend in person, we are streaming the event online and each college is hosting a viewing party. We are encouraging faculty to use the viewing party as a way to engage the campus community in discussion.

### **Race relations expert presenting to Seattle Colleges employees**

Professor James Banks, a recognized expert on how educational institutions can improve race and ethnic relations, will speak to Seattle Colleges employees on January 22 from 2:30 to 4:30 p.m. at University of Washington's Intellectual House.

Banks, a professor of diversity studies and founding director of the Center for Multicultural Education at the University of Washington, was originally scheduled to present in September on Presidents Day at North Seattle College. That date needed to be rescheduled. After a thoughtful discussion with the presidents, and in light of recent events, it was decided to open the presentation to all Seattle Colleges employees. Space is limited to the first 200 RSVPs.

### **Chancellor search update**

The search is moving ahead. The deadline for applications is January 22, and the Search Advisory Committee is meeting February 1 to review candidates. A special thanks to Rebecca Hansen, Daniel Cordas, Earnest Phillips and our communications staff who have been assisting with the search process. Thank you also to Trustee Hill for his leadership.

### **Seattle Central President search update**

In December, a committee of 14 faculty, staff, administrators, students, and community members convened and updated the job description. The position is currently being advertised on a national level in publications such as *The Chronicle of Higher Education*, and in online editions of *Inside Higher Education*, *The American Association of Community College Careers*, *Diverse Issues in Higher Education*, and *Women in Higher Education*. Review of applications will begin in late February. Semi-finalist interviews will happen the week of March 11, and final interviews are scheduled to take place the week of April 18.

### **Legislative report**

The federal government passed an FY16 omnibus appropriations bill. Although the College Promise Act (providing two years of free community college tuition) did not receive funding, the bill maintained or increased funding for almost every key community college program. Here are a few highlights:

- Congress approved the Every Student Succeeds Act.
- The Pell Grants program was funded, with an expansion in eligibility.



- The Perkins Loan program was given a two-year extension.
- The TRIO program received a \$60 million increase. (Both South Seattle and Seattle Central have TRIO programs.) The total appropriation was \$900 million (a 7.2 percent increase) and represents the third-largest increase among all Department of Education programs.

The Washington state Legislature has begun its short session (60 days). It's scheduled to end on March 10. An early release of the governor's budget reveals that he:

- Did not *fully* fund the community and technical colleges (CTC) capital projects list. There were also huge reductions in project funding last year.
- Did not fund (as requested) the backfill for either the compensation increases or the tuition decrease for applied baccalaureate degrees.

#### **SCCtv end-of-the-year board report**

SCCtv was busy this year. Not just with projects but also with responding to technical issues, including problems with the broadcast server, which led us to purchase a new HD server.

SCCtv started the year providing meeting coverage for The Northwest Seaport Alliance (NWSA) and ended the year becoming its video production crew and web host. SCCtv also handled the NWSA meetings and regular Port Commission meetings for the Port of Seattle throughout the year. We also helped the port with its port concessions meetings.

SCCtv also created a number of great news stories for the port. Subjects included the Fishermen's Terminal net sheds, the 100<sup>th</sup> truck of the SCRAPS program, First Avenue traffic, the Race to Alaska story series, the Visit Seattle series of videos, and Duwamish River improvements.

We continue to stream educational video to the world through [SCCtv.net](http://sccv.net). That's where you'll also find the chancellor's latest installment of *A Minute with the Chancellor*:

<http://sccv.net/about-us/press/626-a-minute-with-the-chancellor>.



## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** January 14, 2016

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

### **Nursing Redesign**

During fall quarter I met with nursing administrators and faculty to begin the process for creating a District Division of Nursing Education led by one nursing administrator. Each college will have an administrator. All three colleges will offer a common Associate Degree in Nursing (ADN/DTA) curriculum. Additional programs such as the Licensed Practical Nursing (LPN) will be offered at individual colleges in response to identified community needs. Students completing the two year nursing degree will have the option of applying to our BSN four year degree program. The chancellor and I met with the executive director and staff from the Nursing Commission to share with them our plans and ask for an extension for South Seattle's report that was due on January 4<sup>th</sup>. The extension was granted.

### **Grant Updates**

Civitas staff met with a representative group of staff and faculty on November 18 to officially launch our project. Starting in January, Civitas staff will be gathering our data from multiple sources using their tool called Illume. This process could take four months. Once we have access to this data, the colleges will be ready to use the data to continue implementing their student success initiatives using predictive analytics.

Our IPASS grant will host a Change Essentials one day training for up to 24 staff and faculty across the district on January 28<sup>th</sup>. The curriculum for this training is based upon the work of Dr. John Kotter, emeritus faculty from Harvard. We also brought together advising staff from across the district to give input to the District Web Development staff on needed upgrades to the Advisor Dashboard and the Educational Planning Tool. The primary focus of the IPASS grant is to increase the functionality of these homegrown tools.

Gates program officer, Ken Thompson has offered to expand Rob Johnstone's hours for 2016 to include consultation to the District. Over the past year Rob has been meeting with the colleges separately.

**Presentation Opportunity**

State Board for Community and Technical Colleges staff has invited me to participate on a panel for the College Sparks funded Guided Pathways Initiative, two days of training, one at Columbia Basin and the other at Clover Park, January 19 & 20<sup>th</sup>. Each college has been invited to bring teams to these trainings to learn more about the College Spark funded state wide initiative for guided pathways and hear from national experts. Davis Jenkins, co-author, of Redesigning America's Community College will be the keynote speaker.

**Early Childhood Education**

The ECE Bas will offer its first cohort in January with over thirty students enrolled. Although North Seattle is the home institution for the new degree, the first cohort will be hosted at Seattle Central. Here is an example were the two colleges will be sharing resources in order to support the students. Many of the students are coming from the south end of Seattle and Seattle Central was the location of choice. Staff and faculty at North Seattle have done a tremendous job of getting this program up and running very quickly. There is strong support from community early learning providers as well as the City of Seattle and statewide agencies.

**UW Statway Meeting**

University of Washington, Associate Dean for Undergraduate Academic Affairs, Janice DeCosmo, convened a group of two and four year college representatives and SBCTC staff to discuss the approval of Math 131, a college level statistics course, for UW college credit. Right now Seattle Colleges and Tacoma have a limited agreement. The meeting was very productive and we expect a future convening to share more details of a Memo of Understanding

MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

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

DATE: January 14, 2016

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT –Information Only

- On December 1st, Student Leadership in conjunction with North's Diversity Advisory Committee put on an event entitled "Where We Belong". This event brought together individuals from North Seattle College as well as the community at-large. The intent was not only to celebrate diversity, but to look at institutionalized racism in an objective way and try to come up with realistic goals of what we can do as a community to help stop this issue. Speakers included: Bob Santos, State Senator Bob Hasegawa, Ina Howell, Jessica Salvador, Brad Brown, Laura Wong-Whitebear, and Maria Magdalena Nsa. 50 people were in attendance.
- Relax and Recharge – Prior to fall quarter finals, Student Leadership's Arts, Lectures, and Activities Board put together an event for the campus to relax and recharge! Activities included: video games, table-top games, ping pong, free massages and Henna, arts and crafts, food, and coffee. This event was a huge success with over 200 students attending.
- All Student Leadership Meeting – On December 1<sup>st</sup>, Student Leadership hosted its first all Student Leadership Meeting of the year. These meetings occur at least once per quarter and give all of the boards the chance to get together to discuss projects and current issues. Agenda items included: Ice breakers to get to know the six new hires, an overview of what UTF funds are, what North's strategic plan is, and an ugly sweater contest. Thirty two people were in attendance.

Memorandum

To: Board of Trustees  
Seattle Community College District

From: Nickey Mitchell  
Executive of Administration  
Seattle Central Associated Student Council

DATE: January 7th, 2016

SUBJECT: Associated Student Council Report-Information Only

**21st of December Civitas Security Use Report**

On December 21st I attended a short meeting invited by Victor Kuo and other Seattle College staff in the Jim Christiansen Room in Siegal Center where Tom Warmbrodt Chief Architect at Civitas and his assistant Candice Lewis briefed us (via Skype) on the use and security features of this new software. I, the student leaders, and the student body now feel much more comfortable knowing this information.

**15th of December Finalized & Ratified Six Associates for ASC**

After a very hard process the Associated Student Council and I have chosen our six Associates. We are honored to bring on the team Qiaomu Zheng, Vanessa Bethel, Jake Senn, Tien Tran, Adonay Lebeneh, and Gavin Amos this academic year. The Associates are hired to help us execute our duties more efficiently while giving more students the opportunity to gain leadership and organizational experience.

**15th of December Ratified Emergency One Time S&A Grants**

This quarter we allocated funds to these areas. The budget was \$10,000:

- Larry Hoo, Auxiliary Services, requested additional microwaves for the cafeteria. Awarded \$800.
- Max Shuman Student Leadership requested funds for the 2nd Annual Climate Action Festival. Awarded \$2600.
- Andrea Samuels of the Wood Technology Center requested funds for a TEDx event planned for Spring Quarter. The topic will be "MANMADE". Awarded \$2900.
- Tina Young of Multicultural Services requested funds for students and advisers to attend Queer I Am Conference in March at South Puget Sound Community College. Awarded \$3000.
- Andrea Casas of Mitchell Activity Center requested funds for the Seattle Central Unified Sports League. Awarded \$700.

**December 10th Hamza Warsame Vigil**

More than 300 students, faculty, and citizens held an evening of tribute to the passing of student Hamza Warsame outside the Seattle Central South Entrance. On December 9th students also held a rally in his honor.

**December 10th Joy Of Peace End Of Quarter Party**

To celebrate all the hard work students and faculty put in this quarter we had an end of quarter party in the MAC in Room 210. There was games, snacks, trivia and more. I attended and even learned how to play the Chinese Game Go. ---**END OF REPORT**

**MEMORANDUM**

**TO:** Board of Trustees  
Seattle Colleges

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

**DATE:** January 14, 2016

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

**Student Talent Show**

On December 1, Social Activities Officer Ahky Ho, produced the annual student talent show in OLY Hall auditorium. A crowd of over 100 students cheered the performers, who sang, danced, and rapped.

**January 2016 USA Programs**

On **January 5**, USA will meet to **reflect on fall quarter**, participate in teambuilding exercises and look ahead to the new year. It will also be an opportunity to share how classes went and how to support one another academically and with managing our time better.

USA will host an **open house on January 12** to introduce officers to the student body and to share annual goals.

A campus-wide forum on the topic of **textbook affordability** will take place on **January 14**. USA Issues and Concerns Officer Amelia Nguyen is organizing a panel of faculty, students and key administrators to discuss the current situation and how the college can better support Open Educational Resources (OER).

The annual **Community and Technical College Legislative Rally/Advocacy Day** will take place on **January 26 in Olympia**. Ryan Lonergan, USA VP & Legislative Liaison, is organizing the day, recruiting students to meet with legislators. We will charter a bus. Since many students have not been to the state Capitol before, we will hold a Legislative 101 workshop on January 19 to explain the process.



# 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:** January 14, 2016  
**SUBJECT:** President's Report – Information Only

## ADVANCING STUDENT SUCCESS

### *Update on Bus Accident*

North Seattle College continues to work to provide support to employees and students affected by the Aurora Bridge bus accident. In early December, the college received legal counsel from the Attorney General's Office that it can use gifted funds to cover the costs of monthly premiums and deductibles for students who face a loss of coverage. The college will be reimbursed for these expenses with state funds dedicated to emergencies. Additionally, members of North's and the district's leadership and crisis response teams participated in an After Action Review meeting to discuss the accident and the college's response. Several recommendations were made for how to better respond to emergencies in the future. The college will be sharing its findings with the district and its sister campuses during Spring Quarter.

### *Update on Campus Initiatives on Diversity and Inclusion*

To further its work in diversity and inclusion, North Seattle College has invited Dr. James Banks to present to the Seattle Colleges. Dr. Banks, professor and founder of the Center for Multicultural Education at the University of Washington and an internationally renowned pioneer of the study of multicultural education, will speak to Seattle Colleges' employees on Jan. 22 at 2:30 p.m. at the University of Washington campus. Dr. Banks' presentation will center on multicultural education and how to be inclusive with actions, words and teaching.

### *Applicants for Reverend Samuel McKinney Scholarship*

The Rev. Samuel McKinney Scholarship was established in 1998 to recognize the contributions of the Rev. Samuel McKinney, civic leader and longtime pastor at Mount Zion Baptist Church. The \$1,500 scholarship is presented in person to a qualified African-American student at the district's annual Martin Luther King, Jr., celebration held at the church. The McKinney Scholarship rotates among the campuses of the Seattle Colleges and is funded by the college foundations. For the 2015-16 academic year, the scholarship is North's to award. A screening committee will competitively judge applicants based on financial need, educational goals and progress, and recommendation letters.

## EXCELLING IN TEACHING AND LEARNING

### *Recipients of John and Suanne Roueche Faculty Excellence Awards*

Ann Forester, faculty member in the International English program, and Alexandra Abeyta, Adult Basic Education faculty and designer of the new High School 21+ program, have been selected as North's recipients of the League of Innovation John and Suanne Roueche Faculty Excellence Awards. The awards recognize outstanding contributions and leadership. Each awardee will receive \$1,000 to be used toward the cost of attending the League's annual conference.

### *Review of Accreditation Documents*

Jack Bautsch, accreditation coordinator, invites college employees to use a CANVAS site dedicated to

North's spring 2016 accreditation visit to review drafts of the standards as they are posted. By mid-January, a complete draft of the entire Year Seven Report will be posted. The campus review/comment period will extend for three weeks from Jan. 13 through Feb. 3. The report will be finalized and sent for printing by mid-February and mailed to evaluators and the Northwest Commission by March 1. North's accreditation site visit is April 18-20.

## **BUILDING COMMUNITY**

### ***New VP Administrative Services Andrea Johnson***

North recently welcomed Andrea Johnson to serve as the college's vice president for Administrative Services and Capital Construction. Johnson replaced Alan Ward, who had served as interim VPA while the college conducted a permanent search. Johnson has more than 30 years' experience working in all aspects of planning, design, construction, general contracting and construction management. She has been co-owner of Johnson Construction and Consulting, a firm providing consulting services and construction management support to women and minority-owned business enterprises. Johnson worked previously for the Highline School District in a variety of roles including the executive director of Capital Construction and executive director of Facilities. She has also worked for King County as a capital project manager and for Evergreen Healthcare as the director of Construction Management. Johnson has an M.S. in construction management from the University of Washington and a B.S. in housing and interior design from the University of Missouri/Columbia.

### ***New Executive Director for the Education Fund and College Advancement Traci Russell***

Traci Russell replaces Interim Director Laura Pentz as North's new Executive Director of the Education Fund. Russell joined the college after spending more than 20 years working on behalf of families and children in a variety of settings, including the role as the executive director of a foster care agency, a college scholarship organization called Seattle Milk Fund, and an organization that serves children diagnosed with autism called Families for Effective Autism Treatment of WA. She holds an M.A. in human development from Pacific Oaks College and a B.A. in psychology from the University of Delaware.

### ***New BEIT Dean Laura Hopkins***

Laura Hopkins started Jan. 11 as new dean of the Business, Engineering and IT division. Hopkins was most recently president of the Washington Manufacturing Advanced Training Institute for the City of Renton. Previously, she served as executive director for the Aerospace Joint Apprenticeship Committee and, prior to that, as a dean at South Seattle College. She has an M.A. in applied behavioral science from the Leadership Institute of Seattle and a B.A. in sociology and communications from Gordon College.

### ***Interim Director of Facilities Jeffrey Caulk***

Jeffrey Caulk replaces Jason Francois as interim director of Facilities. Caulk most recently served as the CEO and executive vice president at the U.S. Naval Station in Everett. His naval career started in 1991 when he served as a Flight Officer. Since then Caulk has served in several locations. Mr. Caulk has an M.S. in engineering acoustics from the Naval Postgraduate School and a B.A. in economics from the University of California.

### ***New Bookstore Manager Nick Mercier***

Nick Mercier is North's new bookstore manager. He comes from Edmonds Community College where he was the textbook buyer and assistant store manager.

### ***New Workforce Education Operations Manager Lindsay Cael***

Lindsay Cael was hired recently as the new Workforce Education Operations Manager in the Opportunity Center for Employment and Education. She comes from Shoreline Community College

where she was the manager of Tutoring Services and Tech Preparation. Prior to that, Lindsay worked at Seattle Central College as manager of Basic and Transitional Studies and as Acting Dean. Cael will complete her master's in Public Administration this spring.

### ***Tobacco-free Survey Results***

The recent post-implementation tobacco-free survey was conducted among North employees and students and OCE&E employees to determine if there were any changes at post-implementation compared to pre-implementation regarding awareness of North Seattle College being a tobacco-free campus, usage of tobacco products and ratings of favorability toward North becoming tobacco-free. The most significant finding from the survey was that both college employees and students reported statistically significantly greater awareness of the initiative at the post-implementation survey than at the time of the earlier survey.

### ***Library Open During Finals***

For the first time in seven years, the library stayed open on Dec. 14 and 15 until 10 p.m. to assist students during finals week. The library stayed open in order to ensure students had access to needed resources during finals week.

### ***Third Faculty Salon in the Library***

The third and final Fall Quarter Faculty Salon took place in the Library Dec. 3 with Tracy Furutani, an astronomy, chemistry and geography instructor. There was a strong turnout to hear Tracy speak about North's newly acquired OmniGlobe. In the first half Tracy described the OmniGlobe and the acquisition process that brought it to our campus, with funding from the student Universal Technology Fund. Furutani's students offered presentations for the second half of the session. Several different groups demonstrated the use and visual display of preloaded datasets in the Globe by discussing rising sea levels, acidification of the oceans, El Niño weather patterns, climbing Olympus Mons (highest mountain on Mars), and hurricane patterns of the last 10 years.

### ***Bags for Bellies***

STARS distributed plastic sacks to divisions/departments around campus for North's Northwest Harvest fall fundraiser, Bags for Bellies. A great deal of food was donated as well as \$135 in cash. Five contributors won prizes via a raffle drawing that took place at the President's Holiday Party on Dec. 15.

### ***Self-defense Workshop***

The Women's Center and Student Leadership Office sponsored a free self-defense workshop in December. Topics included identifying a possible assault, disabling an attacker and handling the aftermath. The workshop was funded through Title IX.

### ***Choir and Jazz Band concerts***

North's College Choir, with 60-70 singers of all backgrounds and experience, presented a musically-themed concert in early December in the Concert Hall. The Jazz Ensemble also offered an end-of-quarter concert. The ensemble is offered through Community Education and is an auditioned group comprised of community members and students performing big band jazz.

### ***HIV+ Youth Panel and Film Screening***

A lunchtime event on Dec. 1 commemorated World AIDs Day on campus. The event included a screening of MTV's production, "I'm Positive" and an HIV+ youth panel question and answer.



To: Board of Trustees  
From: Sheila Edwards Lange, Ph.D., Interim President  
Date: January 14, 2016  
Subject: President's Report – Information Only

## **RESPONSIVE TEACHING AND LEARNING**

### **Learning community projects explore food and hunger**

Throughout last quarter, students in English, Anthropology, English as a Second Language (ESL), Sociology and Culinary courses broadened their perspective on food and hunger issues by researching and presenting projects through the college's Integrative Learning program developed a variety of interesting and thoughtful takes on this difficult problem; two examples include an examination of the impact of a personal garden on the food system and an analysis of meat in school lunches. For the first time this fall, library faculty incorporated food issues in their Information Literacy class and campus-wide "Flash Fiction" literature contest. More international students and ESL students also engaged this quarter, which led to projects with a greater focus on international food policy.

### **Apparel Design student introduces fabric recycling program**

The Apparel Design program recently took a step toward greater sustainability thanks to one second-year student's initiative. When Kristy Holland began recycling unusable gear at her job at an outdoor gear repair shop, she saw the opportunity to bring the sustainable practice to the Apparel program. In the fall, she approached her instructors with the idea of recycling unused fabric scraps that would normally be discarded. With the support of her instructors, Holland facilitated the installation of two Goodwill donation bins that collect scraps for Threadcycle, a local program that gives fabric a second life as products such as carpet padding, insulation, rugs and blankets. Holland hopes the project will inspire her peers to integrate sustainability into their work and in turn effect change in the apparel industry.

### **First LGBT literature class offered during Fall Quarter**

The Humanities and Social Sciences Division offered the first LGBT literature class this past quarter to connect students with core concepts in LGBT movements. According to Instructor Phebe Jewell, the course provided students with language to help them explore concepts like the search for identity and community in their own lives to better understand the history of LGBT movements in Capitol Hill. The class was offered as one of a series of reshaped English classes that better respond to the interests and needs of current students.

## **CATALYST FOR OPPORTUNITIES AND SUCCESS**

### **Seattle Promise video wins regional communications award**

The Seattle Central Foundation's video illustrating the Seattle Promise scholarship won a Silver Award in Communications from the regional chapter of the Council for Advancement and Support of Education in December. The video prevailed over hundreds of other applicants, including those from much larger colleges and universities. Created one year after the program was launched, the video is used as a tool to communicate the program to potential applicants and the broader community in an approachable and engaging way. The video can be viewed by visiting <http://wp.seattlecentral.edu/foundation/>.

### **Classes begin at Pacific Tower**

After a move completed last month, the Allied Health Division's Nursing, Surgical Technology and Respiratory Care programs now have a new home at the Health Education Center at Pacific Tower. The first classes held in



the facility began earlier this month with the start of Fall Quarter, including a new Fundamentals of Navigation and Care Coordination program that trains students in patient-centered care and coordination skills.

Construction continues on the three floors that will house student services, computer labs, administrative offices, the library and dental education programs. The Delta Dental NeighborCare Dental Education Clinic is anticipated to begin serving patients in April of 2016. Seattle Central's Dental Hygiene program and SVI's Dental Assistant program will begin operating from the new campus beginning Fall Quarter 2016.

## **DIVERSITY IN ACTION**

### **Chief Diversity Officer position created**

To help the college further embody its core theme of "diversity in action," President Sheila Edwards Lange announced the creation of a new Chief Diversity Officer position last month. The position will bring Seattle Central in line with North Seattle and South Seattle colleges and is a best practice among higher education institutions across the nation. Dr. Edwards Lange selected Tina Young, director of Multicultural Services, to become the Interim Chief Diversity Officer. During the interim period, Young will examine models for training related to equity and diversity, focus on recruiting and retaining diverse faculty and develop strategies to make the campus climate more inclusive. The President's Office hopes to launch a search to fill the permanent position by this summer.

### **Global Competency Certificate program fosters broader cultural understanding**

As part of the college's effort to cultivate a globally-minded campus community, Student Leadership and International Education Programs launched a Global Competency Certificate this quarter. The two-quarter program gives participants the opportunity to explore international issues and engage with peers from diverse cultural backgrounds. During Winter Quarter, individuals will meet in small groups to engage in activities to expand their global awareness and reflect on their experiences. In the spring, individuals will assess their competency using the International Development Inventory (IDI), an internationally-recognized instrument that measures global understanding, and identify ways to improve their score. Those who complete both quarters will receive a Certificate of Completion, and those who improve their IDI score by at least five points will receive a \$500 credit to a Seattle Colleges District-sponsored Go Abroad trip.

### **Cabinetry students create Kwanzaa kinaras for NWAAM**

In December, six students in a Cabinetmaking and Architectural woodworking class helped make the holiday season brighter for dozens of local children by creating traditional Kwanzaa candleholders called kinaras for an annual celebration at the Northwest African American Museum (NWAAM). This is the first year that Wood Technology students connected with the nearby museum in this way, and all of the students volunteered to work outside of class time. The project taught students to craft multiple identical products in a production-line fashion. Instructor Jeff Wasserman hopes that this project is the first of many that help students hone their woodworking skills while supporting community efforts at the NWAAM.

## **COMMUNITIES ENGAGEMENT**

### **Partnership with Seattle Housing Authority to train residents for construction careers**

A new partnership between Seattle Vocational Institute and the Seattle Housing Authority (SHA) will help low-income residents train for careers in the construction industry. SHA residents who enroll in SVI's Pre-Apprentice Construction Trades (PACT) program will receive career counseling, transportation, child care assistance and a small stipend for their living expenses from SHA. This quarter, nine SHA students will begin in the PACT program, and another nine plan to enroll in the spring.

### **Foundation releases annual report**

Last month, the Seattle Central Foundation released its Annual Report for the 2014-15 academic year. During this period, the Foundation raised \$1.8 million, allowing it to award more than a half million dollars in scholarships to nearly 200 students. The report was designed by an alumna of the college's Graphic Design program and includes updates about the Seattle Promise, the impact of scholarships and stories about scholarship recipients and donors.

**Wood Technology Center hosts open house for Tiny House project**

Last month, the Wood Technology Center hosted an open house event to showcase two tiny houses students built for a project that will provide temporary housing for 30 of the city's homeless. Carpentry program students constructed one of the homes for a class project, and student volunteers from all programs at the center, including Cabinetmaking, Architectural Woodworking and Marine Technology, completed another house. The event provided an opportunity for students to speak about their work with project organizers at the Low Income Housing Institute as well as local media. Seattle Central's contribution to the project was featured in a Seattle Times article and broadcast on KING and KIRO.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: January 14, 2016

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**Focus Group Discusses UW Transfer Environment**

Members of South Seattle College's staff took part in a University of Washington/Seattle Colleges focus group on December 7 with the goal of sharing and discussing the effectiveness and efficiency of the current Seattle Colleges-UW transfer environment. Colleen Ferguson and Paul Rucker from UW's Community College Engagement Team facilitated the discussion, which included the topics of pre-admission communication, advising coordination, application and admission processes, and the effectiveness of existing academic planning and advising pathways. These discussions are part of UW's larger Community College Engagement Initiative, and will lead to an even more successful transfer system for our students.

**Taskforces Report Out on Strategic Planning Progress**

Six taskforces have been hard at work over the past seven months developing key goals that inform six strategic directions for South Seattle College, and they will hold all-campus forums on January 19 and 21 to share their results with colleagues. Those forums mark the completion of *Strategic Planning Phase 2 – Campus Engagement*, and from here we move into implementation and operational work. Staff and faculty from all corners of the college volunteered significant time and energy to take part in the taskforces, and our resulting strategies for the future are stronger for it.

**Washington Community Action Network Release Legislative Report Card at South**

The Washington Community Action Network (CAN) came to South's West Seattle campus for a December 16 press conference to release the findings of their *Facing Race* report card. The report grades all Washington legislators based on their votes and leadership roles in 2015 surrounding racial equity. Our college was chosen for the venue due to our extensive work in providing a diverse and equitable work and learning environment, and one of our 13<sup>th</sup> Year Promise Scholarship students spoke at the event about her path to higher education.

### **Community Conversation Addresses Safety and Equity**

South students, faculty and staff came together on December 15 for a *Community Conversation: Standing in Solidarity/Creating a Safe Environment* hosted by our Office of Equity, Diversity and Inclusion. It was an opportunity for the college to reiterate our commitment to embracing the diversity of all students and staff, and share the steps taken to ensure everyone's safety. In a national climate where prejudice grounded in fear is on the rise, it is critical for us to let our students know their safety and total acceptance are cornerstones of the work we do at South.

### **Retirement Party Held for Longtime South Instructors**

We held a celebration on December 4 for three South instructors representing over 96 years of teaching. Sara Baldwin (Adult Basic Education), Don Bissonnette (Adult Basic Education) and Roger Bourret (Academic Programs – English) have been helping our students reach their goals for decades, and we greatly appreciate their contribution as instructors, colleagues and friends over the years.

### **Seattle Jobs Initiative Graduation Celebrates a Brighter Future**

Over the past 13 years, South Seattle College has partnered with the Seattle Jobs Initiative (SJI) in training economically-challenged citizens for sustainable-wage jobs in Seattle. With short-term, intensive training offered in our welding and medical office professional programs, these students are prepared for the job market and a significant positive swing in their economic situation. We held a graduation ceremony for 30 graduates on December 16, and wish them all the best as they enter the workforce with new skills.

### **Foundation Scholarship Awarded**

The South Seattle College Foundation awarded scholarships totaling \$103,960 over 92 quarters to 80 different, well-deserving students in December. A great amount of work goes into the scholarship process leading up to this point, including outreach from Foundation staff, decisions to donate from individuals and organizations, and the difficult decisions made by our scholarship award committee. We look forward to watching the scholarship winners continue their educational pursuits while breathing a bit easier with that extra support along the way.

### **South's Aviation Department Lands a Learjet**

South's Aviation Department has acquired a USAF C21A Learjet, making it the only aviation maintenance technology program in the state with such an aircraft. The plane will be housed at our Boeing Field hangar, allowing our students to further expand their expertise as they prepare to enter the aeronautical industry. The Learjet made it to South through a truly collaborative effort between college staff, district purchasing and Washington's Department of Enterprise Services. The jet was a federal surplus item that DES bid upon on our behalf (it was a national



competitive selection), and South was selected because of the number of future mechanics it will serve. An open house was held in late November to celebrate the acquisition.

### **The Next Generation of Great Seattle Chefs Share Advice with South Students**

Eight of Seattle's brightest up-and-coming culinary stars visited our college on December 14 for a "How to Make It" panel, where our culinary arts students listened to the chefs' stories of rising to prominence and peppered them with questions ranging from sound career advice to cooking techniques. These opportunities for our students to meet and talk with current professionals in their field of choice are invaluable, functionally and inspirationally.

### **Fun for All at the 2015 Holiday Party**

South's staff and faculty "Holiday Sparkle Party" was held on the afternoon of December 9, and, amidst the rush that comes with finalizing fall quarter, it was a welcome reprieve and opportunity to share many laughs. We held a "Shredded Paper Snowpeople Contest," a raffle for fun prizes, festive attire contests including "ugliest sweater" and "best group ensemble" categories, and had plenty of hot chocolate to go around. We also supported the White Center Food Bank as a college by bringing non-perishable food items to the party for donation.

### **Veteran-Centered Clothing Drive a Success**

Special thanks to South's Veteran Student Center and United Student Association for coordinating a *Socks from South: Clothing Drive for Veteran Families* from November 11-December 11. Over that time, through the kindness of South students, staff and faculty, we collected 781 items of clothing to include 34 coats, 58 sweaters, 200 children clothing items, 37 pairs of shoes/boots and 97 pairs of socks. All told, 448 pounds of clothing were delivered to Seattle Central College for the 5<sup>th</sup> Annual Stand Down for Veterans event on December 17-18 for distribution to veterans and their families in the heart of the holiday season.

### **Pastry Students Employ Their Artistry for Charity**

Seattle Milk Fund, a non-profit that supports low-income, full-time students and their families, holds an annual CookieFest each year around the holiday season to raise funds for their noble mission. This year, several pastry and baking arts students from South put their artistry to philanthropic use, creating over 100 dozen cookies that were donated to CookieFest. It is wonderful to see our students use their artistic skills to make a difference in the world.