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## SEATTLE COLLEGE DISTRICT BOARD OF TRUSTEES

April 14, 2016

### STUDY SESSION

1:30 p.m.

Boardroom

Siegal Center  
1500 Harvard Ave  
Seattle, WA 98122

### REGULAR SESSION

3:00 p.m.

Boardroom

Siegal Center  
1500 Harvard Ave  
Seattle, WA 98122

## STUDY SESSION AGENDA

1:30 p.m.

### CALL TO EXECUTIVE SESSION

*To evaluate the qualifications of an applicant for public employment and to discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party*

2:30 p.m.

### OPEN SESSION

Increasing Completion Rates/Graduation at Seattle Colleges

*Presenters: Mary Ellen O'Keeffe, Interim Vice Chancellor for Education, Planning and eLearning and Victor Kuo, Director of Strategic Planning and Research*

**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>   |       |
| 3:05 p.m. | <b>APPROVAL OF AGENDA   ACTION</b>   | Tab 1 |
| 3:05 p.m. | <b>PUBLIC COMMENTS</b><br><br>Fifteen minutes are regularly set aside for people to express their views on any matter except those restricted to Executive Session.  |       |
| 3:20 p.m. | <b>UPDATE ON CHANCELLOR SEARCH   ACTION</b>  |       |
| 3:30 p.m. | <b>PRESENTATION</b><br>New Facility Initiatives at North, Central and South<br><br><i>Presenters: Kurt Buttleman, Vice Chancellor for Finance and Technology; Warren Brown, President at North Seattle College; Sheila Edwards Lange, Interim President at Seattle Central College; Frank Ashby, Vice President for Administrative Services at South Seattle College</i> |       |
| 4:00 p.m. | <b>RECOMMENDED BOARD ACTIONS   ACTION</b>  |       |
|           | A. Approval of Minutes from February 11, February 23, March 7, March 8, March 10, March 14, March 15   | Tab 2 |
|           | B. Tender of Gifts   | Tab 3 |
|           | D. Policy 248, Weapons on Campus - Second and Final Reading  | Tab 4 |
|           | F. Proposed Fee Increases & New Fees for FY 2016-17  | Tab 5 |
|           | G. SBCTC/College Spark Guided Pathways Project Application   | Tab 6 |
|           | G. Emeritus Status, Faculty and Administrators   | Tab 7 |
| 4:20 p.m. | <b>INFORMATIONAL ITEMS</b>   |       |
|           | A. State Auditor's Office Accountability Audit   |       |
|           | B. Policy 403, SCD Holidays – First Reading  | Tab 8 |

C. Diversity, Equity and Inclusion Committee update Tab 9

D. Uniform Campus Climate Assessment Tab 10

E. Budget update

4:40 p.m.

**ORAL REPORTS**

A. Chancellor's Report

B. Associated Student Body Presidents

1. Ms. Sarah Baker, North Seattle College
2. Mr. Nickey Mitchell, Seattle Central College
3. Mr. Ryan Lonergan, South Seattle College

C. AFT Seattle Community Colleges

Ms. Annette Stofer

D. Washington Federation of State Employees

Mr. Ty Pethe, President

D. College Presidents and Vice Chancellors

1. President Warren Brown, North Seattle College
2. Interim President Sheila Edwards Lange, Seattle Central College
3. President Gary Oertli, South Seattle College

E. Board of Trustees

1. Mr. Steve Hill, Chair
2. Ms. Teresita Batayola, Vice Chair
3. Mr. Jorge Carrasco
4. Ms. Louise Chernin
5. Ms. Carmen Gayton
- 6.

5:00 p.m.

**ADJOURNMENT**

The next meeting of the Board of Trustees will be held on Thursday, May 12, 2016 at the Seattle Central College in the Broadway Performance Hall Boardroom, 1701 Broadway, 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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*and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.*





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**MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING** held Thursday, February 11 at North Seattle College, 9600 College Way North, Seattle, 98103.

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

Trustees

Mr. Steve Hill  
Ms. Teresita Batayola  
Mr. Jorge Carrasco  
Ms. Louise Chernin  
Ms. Carmen Gayton

Chancellor

Dr. Jill Wakefield

Presidents/Vice Chancellors

Dr. Warren Brown, NSC  
Dr. Sheila Edwards Lange, SCC  
Mr. Gary Oertli, SSC

Vice Chancellors

Dr. Kurt Buttleman  
Dr. Mary Ellen O'Keeffe  
Mr. Charlie Earl

Advisory Representatives

Mr. Derek Edwards, AAG  
Ms. Annette Stofer  
Mr. Ty Pethe, WFSE  
Ms. Sarah Baker  
Mr. Ryan Lonergan

Secretary

Ms. Rebecca Hansen

**ABSENT**

Ms. Maureen Shadair  
Mr. Nickey Mitchell

**REGULAR SESSION AGENDA**

**CALL TO ORDER**

Chair Hill called the meeting to order at 3:13p.m.

**ROLL CALL**

The Secretary, Rebecca Hansen, called the roll.

#### INTRODUCTION OF VISITORS

Chair Hill welcomed visitors. Visitors included: Greg Tessensohn, Juan Gallegos, Myron Ramirez, Greg Lonergan, Toni Stankovic, Heather Emlund, Julie Coleman, Brianne Sanchez, Marci Myer, Kristen Jones, Casey Thomas and Gavin Amos.

#### APPROVAL OF AGENDA

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

#### ACCOLADE – TRANSFORMING LIVES AWARDS

Three Seattle Colleges students were nominated for the 2015 Transforming Lives Awards: Kimberly Brown from Seattle Central College, Pyriel Infinity from North Seattle College, and Myron Ramirez from South Seattle College.

Chancellor Wakefield welcomed Kimberly Brown and Myron Ramirez and thanked them for choosing Seattle Colleges along their journey to transform their lives. Pyriel Infinity was unable to attend the Board meeting but attended the awards dinner in Olympia at the end of January.

Chair Hill expressed his personal admiration for the accomplishments of the students and congratulated them on their successes. Each nominee was presented with a certificate and a check from an anonymous donor.

#### PUBLIC COMMENTS

There were no public comments.

#### PRESENTATION

North Seattle College: In Support of Undocumented Students

President Warren Brown introduced a presentation about how North Seattle College supports undocumented students. In his introduction, he emphasized that personnel is the most important element in that equation and introduced Marci Myer, Vice President for Student Services.

Ms. Myer introduced Juan Gallegos, Manager for Retention and Completion, and Brianne Sanchez, Director of Financial Aid. They illustrated a shift in policy and discourse that allows undocumented students to move from underground to accessing in-state tuition and state financial aid. At the federal level, Deferred Action for Childhood Arrivals (DACA) has allowed undocumented youth some protections. Community colleges are a primary destination for undocumented students and because poverty is prevalent among undocumented families, it is important that students access funding for their educations. In 2013, North Seattle College formed an Undocumented Student Advisory Committee. That committee is currently working with Skagit Valley College to develop a portal for North that will offer tailored information and resources for undocumented students.

### RECOMMENDED BOARD ACTIONS

#### A. January 14, 2016 Meeting Minutes

Two changes were made to the published minutes: Mr. Charlie Earl's title was corrected in the roll call and the date of the next board meeting was corrected on last page. **Trustee Chernin made a motion to approve the minutes with the noted revisions and Trustee Batayola Seconded. The motion carried 5-0.**

#### B. Tender of Gifts

Seattle Colleges received Gates grant funds to purchase Civitas predictive analytics software and also received funds to support programs in partnership with the Seattle Housing Authority. **Trustee Gayton made a motion to accept the gifts and Trustee Chernin Seconded. The motion carried 5-0.**

### INFORMATIONAL ITEMS

#### A. Policy 248, First Reading

Chancellor Wakefield introduced a new district policy regarding weapons on campus. This new policy highlights the issue and offers clarity about the district policy. Trustees discussed provisions of the proposed policy and will review the policy again before voting on approval at a future meeting.

#### B. Policy 606, First Reading

Chancellor Wakefield introduced revisions to the policy related to tuition and fee waivers. The recommendation is to move the list of waivers from procedure into policy to align with RCW 28B.15 and the practices of Seattle Colleges. The revised policy also incorporates new waivers that were recently approved by the board, including the out of state tuition waiver. This policy will be reviewed by the board annually following legislative approval of new waivers. The second reading and vote will be on the March 10 agenda.

#### C. Quarterly Financial Summary

Dr. Kurt Buttleman gave a summary of activity from July 1 – December 31, 2015. He reported that funding from tuition and state allocation are declining because of reduced enrollment and the new state funding model. Supplementing the budget with grants, contracts, and international revenue remains an important part of our budget planning. Operating expenses are being managed within budgets and year to date expenses are in line with the prior year.

#### D. District-wide Diversity, Equity, and Inclusion (DEI) Committee

As follow-up to the presentation to the board at the January meeting, Chancellor Wakefield announced the formation of a district-wide Diversity, Equity and Inclusion committee. She will convene a group to develop and launch the committee and will report on progress at the April meeting.

## **ORAL REPORTS**

### Chancellor's Report

Chancellor Wakefield reported the first quarter headcount following implementation of the out of state tuition waiver is up 31% and FTES are up 33% among non-resident students. In 2015, there were 533 non-resident students and there are currently 696 non-resident students.

### Associated Student Body Presidents

Ms. Sarah Baker reported that student leadership at North Seattle College is introducing all-gender bathrooms to the student body and that the Student Cabinet recently met with John Olson to discuss North's strategic plan.

Mr. Gavin Lopez represented the students from Seattle Central College and reported on a successful lobby day in Olympia where students advocated for K-14 education. Mr. Gavin also reported on MLK events sponsored by the Black Student Union and insightful discussions that happened across campus in celebration of Dr. King.

Mr. Ryan Lonergan from South Seattle College reported that students from South participated in lobby day and met with legislators while they were in Olympia. Students at South are also advocating for lower textbook costs through use of open educational resources.

### AFT Seattle Community Colleges

Ms. Annette Stofer reported on implementation of the Diversity in Hiring MOU. Ms. Stofer has been working with Mr. Charlie Earl to get demographic data on full and part-time faculty and training for faculty hiring committees will begin at Seattle Central College this week. She also reported that contract negotiations will begin soon and that the faculty team and administration team are meeting for joint training.

### Washington Federation of State Employees

Mr. Ty Pethe has been working with district administrators on the 2016-17 calendar. He reported that there has been long-running frustration among his members about which days are designated as paid holidays and the desire to have professional development time. Mr. Pethe also reported that he is working with human resources and union members who are part of the custodial crews at North and South to resolve some issues.

### College Presidents and Vice Chancellors

President Brown highlighted the recent all-campus meeting at North Seattle College and thanked Trustee Carrasco for attending with Deborah Juarez, the Seattle City Councilmember who was recently elected to represent the district where North is located. Dr. Brown also shared data showing wage progression among North Seattle College BAS graduates and reported that many have moved on to pursue master's and even doctorate degrees. The legislature is currently considering HB2769 which would establish a pilot program for community colleges to offer baccalaureate degrees and North is exploring its interest in being part of the pilot program.

Interim President Edwards Lange reported that the Pre Apprenticeship Construction Trades (PACT) program at SVI was recently recognized by the WA State Labor Council and thanked the students, employers and Chancellor Wakefield for attending the hearing and being champions for keeping the program viable. Dr. Edwards Lange also announced that Yoshiko Hardin, VP for Diversity & Equity at Bellevue College will start as the Vice President for Student Services at Seattle Central College in March. Seattle Central also recently hired a new director for the Maritime Academy.

President Gary Oertli reported that a team from South Seattle College attended their first Institute for the AACC Pathways Project. He thanked Trustee Hill for participating. Mr. Oertli also announced that Boeing recently donated a new 747 engine to South's aerospace training program.

#### Board of Trustees

Chair Hill gave an update on chancellor search and reported that the search advisory committee met on February 1 and narrowed the list of applicants to a group of semi-finalists. That group will interview candidates via skype on February 17-18 and then make a recommendation to trustees. On February 23, the board plans to meet to review the recommendation of the committee and announce finalists.

#### CALL TO EXECUTIVE SESSION

*To review the performance of a public employee.*

Chair Hill called a 30 minute executive session and announced that no action will be taken after the executive session.

#### **ADJOURNMENT**

Meeting adjourned at 5:10 pm.

The next meeting of the Board of Trustees will be held on Thursday, March 10, 2016 at South Seattle College, 6000 16<sup>th</sup> Avenue SW, Seattle 98106. 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

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

**BOARD OF TRUSTEES SPECIAL MEETING** held Tuesday, February 23 at Seattle Colleges District Office, 1500 Harvard, Seattle, 98122.

### **PRESENT FOR SPECIAL MEETING HELD AT 9:00 A.M.**

#### Trustees

Mr. Steve Hill (by phone)  
Ms. Teresita Batayola (by phone)  
Mr. Jorge Carrasco  
Ms. Louise Chernin  
Ms. Carmen Gayton

#### Chief Human Resources Officer

Mr. Charlie Earl

#### Advisory Representative

Mr. Derek Edwards, AAG

#### Secretary

Ms. Rebecca Hansen

## REGULAR SESSION AGENDA

### CALL TO ORDER

Chair Hill called the meeting to order at 9:03 a.m.

### ROLL CALL

The Secretary, Rebecca Hansen, called the roll.

### INTRODUCTION OF VISITORS

Laura Saunders attended as a guest and Julie Goulder joined the meeting by phone.

### PUBLIC COMMENTS

There were no public comments.

### CALL TO EXECUTIVE SESSION

*To evaluate the qualifications of an applicant for public employment.*

### OPEN SESSION

Chair Hill asked for a motion to name three finalists for the chancellor position. **Trustee Batayola made a motion to forward three candidates as finalists: Gale Gibson Gayle, Mark Mitsui and Shouan Pan. Trustee Gayton Seconded the motion. The motion carried 5-0.**

### CALL TO EXECUTIVE SESSION

*To receive and evaluate complaints against a public officer or employee; to review the performance of a public employee.*

## **ADJOURNMENT**

Meeting adjourned at 10:26 a.m.

The next meeting of the Board of Trustees will be held on Thursday, March 10, 2016 at South Seattle College in the President's Boardroom, 6000 16<sup>th</sup> Avenue SW, Seattle WA 98106. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:30 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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## **MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES SPECIAL MEETING** held Monday, March 7 at Seattle Colleges District Office, 1500 Harvard, Seattle, 98122.

### **PRESENT FOR SPECIAL MEETING HELD AT 3:30 P.M.**

Trustees

Mr. Steve Hill  
Ms. Teresita Batayola  
Mr. Jorge Carrasco  
Ms. Louise Chernin  
Ms. Carmen Gayton

Secretary

Ms. Rebecca Hansen

## REGULAR SESSION AGENDA

### CALL TO ORDER

Chair Hill called the meeting to order at 3:30 p.m.

### ROLL CALL

The Secretary, Rebecca Hansen, called the roll.

### INTRODUCTION OF VISITORS

There were no visitors present.

### PUBLIC COMMENTS

There were no public comments.

### CALL TO EXECUTIVE SESSION

*To evaluate the qualifications of an applicant for public employment.*

### **ADJOURNMENT**

Meeting adjourned at 8:00pm.

The next meeting of the Board of Trustees will be held on Thursday, March 10, 2016 at South Seattle College in the President's Boardroom, 6000 16<sup>th</sup> Avenue SW, Seattle WA 98106. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:30 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.*

APPROVED BY:

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Steve Hill, Chair

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Date



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

**BOARD OF TRUSTEES SPECIAL MEETING** held Tuesday, March 8 at Seattle Colleges District Office, 1500 Harvard, Seattle, 98122.

### **PRESENT FOR SPECIAL MEETING HELD AT 8:00 A.M.**

#### Trustees

Mr. Steve Hill  
Ms. Teresita Batayola  
Mr. Jorge Carrasco  
Ms. Louise Chernin  
Ms. Carmen Gayton

#### Secretary

Ms. Rebecca Hansen

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

Chair Hill called the meeting to order at 8:00 a.m.

### **ROLL CALL**

The Secretary, Rebecca Hansen, called the roll.

### **INTRODUCTION OF VISITORS**

There were no visitors present.

### **PUBLIC COMMENTS**

There were no public comments.

### **CALL TO EXECUTIVE SESSION**

*To evaluate the qualifications of an applicant for public employment.*

### **ADJOURNMENT**

Meeting adjourned at 7:00pm.

The next meeting of the Board of Trustees will be held on Thursday, March 10, 2016 at South Seattle College in the President's Boardroom, 6000 16<sup>th</sup> Avenue SW, Seattle WA 98106. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:30 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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**MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING** held Thursday, March 10 at South Seattle College, 6000 16<sup>th</sup> Avenue SW, Seattle 98106.

**PRESENT FOR REGULAR MEETING HELD AT 3:30 P.M.**

Trustees

Mr. Steve Hill  
Ms. Teresita Batayola  
Mr. Jorge Carrasco  
Ms. Louise Chernin  
Ms. Carmen Gayton

Chancellor

Dr. Jill Wakefield

Presidents/Vice Chancellors

Dr. Warren Brown, NSC  
Dr. Sheila Edwards Lange, SCC  
Mr. Gary Oertli, SSC

Vice Chancellors

Dr. Kurt Buttleman  
Mr. Charlie Earl

Advisory Representatives

Mr. Derek Edwards, AAG  
Ms. Annette Stofer  
Mr. Ty Pethe, WFSE  
Mr. Andrew Dean  
Mr. Nickey Mitchell  
Mr. Ryan Lonergan

Secretary

Ms. Rebecca Hansen

**ABSENT**

Dr. Mary Ellen O'Keeffe

CALL TO ORDER

Chair Hill called the meeting to order at 2:12pm.

APPROVAL OF TENURE

Trustee Chernin disclosed that she personally knows Eric Fadiman but that her judgment is not impaired by her relationship with him. Chair Hill asked for a motion to approve tenure for the 21 candidates from the three colleges. **Trustee Batayola made a motion to approve. Trustee Chernin Seconded. The motion passed 5-0.**

The following faculty were awarded tenure:

North Seattle College

Jayne Forest	Science & Mathematics	Nursing
Kennan Knudson	Arts, Humanities & Social Sciences	English
Heather Price	Science & Mathematics	Chemistry
Honorio Todino	International Business/BEIT	International Business B.A.S.

Seattle Central College

Ricco Bonicalzi	Science & Mathematics	Physics/Math
Erik Fadiman	Business, IT & Creative Arts	Graphic Design
Marina Halverson	Science & Mathematics	Biology/Oceanography
Rebecca Hartzler	Science & Mathematics	Physics/Math
Melanie King	Humanities & Social Sciences	Art History
Adrienne Lugg	ABE/ESL Basic and Transitional Studies	ABE/ESL

South Seattle College

Anton Amaratunge	Professional Technical Education	Aviation
Rick Baker	Professional Technical Education	Welding
Mary Beans	Professional Technical Education	BAS
Jim Bentley	Professional Technical Education	Aviation
Ryan Dorman	Academic Programs	Math
Ravi Gandham	Academic Programs	Computer Science
Ken Johnson	Professional Technical Education	Welding
Tish Lopez	Academic Programs	English
Ruben Murcia	Academic Programs	Biology
Elizabeth Schoene	Academic Programs	Physics
Paige Talbot	Academic Programs	English

#### APPROVAL OF TENURE PROBATIONARY PERIOD EXTENSION

The board reviewed the recommendation to extend the tenure probationary period for Hugo Alamillo and Karen Urick at North Seattle College, for one quarter and three quarters respectively. **Trustee Batayola made a motion to approve. Trustee Gayton Seconded. The motion passed 5-0.**

#### TENURE RECEPTION

The public session was temporarily adjourned so members of the board could attend the tenure reception at the Brockey Center.

#### CALL TO ORDER

Chair Hill called the meeting back to order at 3:48pm.

#### ROLL CALL

Rebecca Hansen called the roll.

#### INTRODUCTION OF VISITORS

Chair Hill welcomed the visitors and invited them to introduce themselves. Visitors included: Kristen Jones, Wai-Fong Lee, Shane Brookman, Rosie Rimando Chereunsap, Elizabeth Pluhta, Malcolm Grothe, Kevin Maloney, Kristina Savitsky, Andrew Dean, Pete Lortz, Peter Hasegawa, Earnest Phillips, Frank Ashby and Jason Petrait.

#### PUBLIC COMMENTS

Chair Hill invited Kristina Sabitsky to give her comments. Ms. Sabitsky is a student at Seattle Central College. She distributed photos of veterans lounge at the three campuses and requested improvements to the lounge at Seattle Central College.

Dr. Edwards Lange will report back to the Board on how the college is addressing facilities for student veterans.

#### APPROVAL OF AGENDA

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

#### PRESENTATION

South 2017/AACC Pathways Project

Presenters: *Gary Oertli, President; Pete Lortz, Vice President for Instruction; Rosie Rimando-Chereunsap, Vice President for Student Services; Jake Ashcraft, Faculty; Steve Hill, Board of Trustees*

Gary Oertli introduced the AACC Pathways Project and the level of commitment it will take the leadership team to usher in change over the next 3-5 years. During the upcoming budget cycle, he and the team are looking carefully at ways to reallocate funding and search for new sources of funding to support pathways. President Oertli asked the board for their support as changes are implemented and asked for them to continue to hold South accountable for achieving completion benchmarks.



Pete Lortz presented South's 'Solar System' of Initiatives and explained how pathways fit into the Strategic Plan and other initiatives that are already underway at the college. Rosie Rimando Chereunsap presented the South 2017 Model for Student Success.

Chair Hill reported on his experience attending the first institute and commended South for their willingness to share their data openly. Chair Hill emphasized that the pathways approach represents a large systemic change and encouraged the board to stay involved.

Trustee Jorge Carrasco offered comments and questions. As a result of his questions about defining completion and how it is measured, there will be a study session at the April meeting to talk about completion, the Student Achievement Initiative and how the board can monitor progress.

#### RECOMMENDED BOARD ACTIONS

##### A. Tender of Gifts

Seattle Colleges received a gift this month from Urban Research Park CDE Grant which will be used to support the College for Working Adults at Pacific Tower. **Trustee Batayola made a motion to approve. Trustee Carrasco Seconded. The motion passed 5-0.**

##### B. Policy 606, Second and Final Reading

The board reviewed revisions to the tuition and fee waiver policy. **Trustee Carrasco made a motion to approve. Trustee Batayola Seconded. The motion passed 5-0.**

##### C. BAS Approval

South Seattle College is in the approval process for a BAS degree in Workforce and Trades Leadership. The new program creates a pathway for apprenticeship students to pursue a BAS. The Statement of Need is in the approval process with the State Board for Community and Technical Colleges. Board approval of the new degree is requested for Accreditation purposes. The target date to begin offering the new program is Fall 2017. Trustee Carrasco commented on the industry need for this type of training and **Trustee Carrasco made a motion to approve. Trustee Batayola Seconded. The motion passed 5-0.**

#### INFORMATIONAL ITEMS

##### A. 2015-16 Professional Leave (sabbaticals)

Twelve applications were received this year and six were approved for funding. The following faculty were granted sabbaticals:

Seattle Central College	Jaime Cardenas (one quarter)
	Brian Johns (two quarters)
	Marian Lyles (two quarters)
	Kayleen Oka (two quarters)

North Seattle College      Laura McCracken (one quarter)  
Ann Murkowski (three quarters)

**B. District Philanthropy Study**

In response to the Board's request, the district has hired The Giving Practice, Philanthropy Northwest to study philanthropy in the district. The Board expects a final report from them by June 30.

**C. 2016-17 Budget Development Process**

Dr. Kurt Buttleman gave a presentation on the district budget development process and timeline. At the next board meeting, there will be a report showing how priorities defined by the board impact the strategic priorities driving budget decisions at the colleges.

**ORAL REPORTS**

Chancellor's Report

Chancellor Wakefield reported that the State Auditor's Office has finished its investigation and will soon issue their report on an employee's misuse of a department credit card. Processes have been strengthened to address and prevent credit card misuse in the future.

Associated Student Body Presidents

Mr. Andrew Dean represented the students at North Seattle College. Mr. Dean reported on activities to celebrate Black History Month, including discussions led by Aaron Dixon, a former Black Panther Party leader. The LGBTQ task force is working on gender neutral bathrooms and other activities to promote inclusiveness. North had information and historical photos on display for February 19, the Day of Remembrance, which recognizes and brings visibility to Japanese internment during WWII. College Promise Campaign, preparing student testimonial videos.

Mr. Gavin Lopez represented the students at Seattle Central College. He reported that representatives recently attended a district forum to discuss the bookstore contract with Barnes & Noble. At that meeting, students from Central shared results of a student survey. Mr. Gavin suggested that a similar survey be conducted district-wide. Students also took part in a Strategic Planning listening session to review the priorities and strategic plan for the college. Students also recently hosted a 'Talk About It Race' Forum with sponsored speakers and performances.

Mr. Ryan Lonergan represented the students at South Seattle College. Mr. Lonergan reported that student leaders continue to hold meetings to address smoking on campus and aim to eventually become a tobacco-free campus. Students recently met with representatives from the Truth Initiative, a national anti-smoking non-profit. Student leaders also recently presented to the faculty senate to give information on and advocate for use of Open Educational Resources.

AFT Seattle Community Colleges

Ms. Annette Stofer reported that bargaining is underway. During the first session, the parties set ground rules. The second session is scheduled for March 11 and the parties will begin exchanging issues.

#### Washington Federation of State Employees

Mr. Ty Pethe began by saying that he was honored to be part of chancellor search advisory committee and was pleased that so many employees attended the forums with the finalists. Mr. Pethe also reported that classified employees are the most diverse group of employees in the district and he distributed a statement that was drafted by the local union: 'WFSE Local 304: Statement On Diversity.'

#### College Presidents and Vice Chancellors

President Warren Brown, North Seattle College

Highlight: Major Library Building Remodel. Capital budget. Cautionary tale, back-up of projects that have not been funded. In addition to operational funding, capital/facilities are also crunched. Accreditation visit coming up in April. Board of Trustees invited to meet with evaluators on April 18.

Interim President Sheila Edwards Lange began by commending Maureen Shadair and the work she is doing at SVI. Ms. Shadair recently visited Shoreline and Learning Center North, effort to bring young people who left high school without a high school credential into SVI. Part of the Road Map Project goals. Dr. Edwards Lange also reported that the light rail station that borders the campus will open on March 19 and that the college is working closely with Capitol Hill partners to brand the new station.

President Gary Oertli reported that South Seattle College held a successful reception to celebrate the donation of a Boeing 777 engine. He also reported that the college is hosting a series of forums on campus climate and enrollment for winter quarter remains strong.

#### **ADJOURNMENT**

**The meeting adjourned at 5:14pm.**

The next meeting of the Board of Trustees will be held on Thursday, April 14, 2016 at the Siegal Center Boardroom, 1500 Harvard, Seattle, WA 98122. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m.

#### **EXECUTIVE SESSION(S)**

*An executive session may be held for one or more of the following purposes: (1) To receive and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the*

*administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.*

APPROVED BY:

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Steve Hill, Chair

---

Date



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

**BOARD OF TRUSTEES SPECIAL MEETING** held Monday, March 14 at Seattle Colleges District Office, 1500 Harvard, Seattle, 98122.

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

Trustees

Mr. Steve Hill  
Ms. Teresita Batayola  
Mr. Jorge Carrasco  
Ms. Louise Chernin  
Ms. Carmen Gayton

Secretary

Ms. Rebecca Hansen

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

Chair Hill called the meeting to order at 3:00 p.m.

### **ROLL CALL**

The Secretary, Rebecca Hansen, called the roll.

### **INTRODUCTION OF VISITORS**

There were no visitors present.

### **PUBLIC COMMENTS**

There were no public comments.

### **CALL TO EXECUTIVE SESSION**

*To evaluate the qualifications of an applicant for public employment.*

### **ADJOURNMENT**

Meeting adjourned at 7:30pm.

The next meeting of the Board of Trustees will be held on Thursday, March 10, 2016 at South Seattle College in the President's Boardroom, 6000 16<sup>th</sup> Avenue SW, Seattle WA 98106. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:30 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.*

APPROVED BY:

---

Steve Hill, Chair

---

Date



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

**BOARD OF TRUSTEES SPECIAL MEETING** held Tuesday, March 15 at Seattle Colleges District Office, 1500 Harvard, Seattle, 98122.

### **PRESENT FOR SPECIAL MEETING HELD AT 7:00 P.M.**

#### Trustees

Mr. Steve Hill  
Ms. Teresita Batayola (by phone)  
Mr. Jorge Carrasco (by phone)  
Ms. Louise Chernin  
Ms. Carmen Gayton

#### Advisory Representative

Mr. Derek Edwards, AAG

#### Secretary

Ms. Rebecca Hansen

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

Chair Hill called the meeting to order at 7:02 p.m.

### **ROLL CALL**

The Secretary, Rebecca Hansen, called the roll.

### **INTRODUCTION OF VISITORS**

Laura Saunders joined the meeting by phone.

### **PUBLIC COMMENTS**

There were no public comments.

### **CALL TO EXECUTIVE SESSION**

*To evaluate the qualifications of an applicant for public employment.*

### **OPEN SESSION**

A. Chancellor Search, next steps

Chair Hill announced that the board is continuing to gather information on the finalists.

### **ADJOURNMENT**

Meeting adjourned at 9:00 p.m.

The next Regular meeting of the Board of Trustees will be held on Thursday, April 14, 2016 at Seattle Colleges District Office, 1500 Harvard Ave, Seattle, WA 98122. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m.

### **EXECUTIVE SESSION(S)**

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



APPROVED BY:

---

Steve Hill, Chair

---

Date

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: April 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 September 2, 2015 – April 1, 2016.

### 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 APRIL 1, 2016  
CASH

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
NSCC Education Fund	Giftcards for Ingraham High School Students		\$3,600.00				
	Program Support - ART, guest speaker		\$300.00				
	Student Support - Ingraham High School ID Cards		\$ 60.00				
	B561/562 Rolex Grant		\$ 100,000.00				
	College Spark		\$5,577.00				
	Program Support - Nursing faculty Retreat		\$1,115.32				
SCCC Foundation	Program Support - Latina Symposium		\$2,766.25				
	President's Enhancement Fund - Program Support	\$ 5,000.00					
	Promise Scholarships - Winter	\$ 5,165.00					
	Emergency Scholarships - Fall/Winter	\$ 2,107.10					
	Tutoring - Winter/Spring 2016	\$ 30,000.00					
	Cont Ed Discretionary - Program Support	\$ 915.00					
CAMPUS TOTALS		\$43,187.10	\$113,418.57	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CASH GIFTS TO						\$156,605.67	
SEATTLE COLLEGES							

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI

NSCC Education Fund

CAMPUS TOTALS	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00
TOTAL IN-KIND GIFTS TO SEATTLE COLLEGES					
					\$3,000.00



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## MEMORANDUM

To: Board of Trustees

From: Kurt Buttleman, Vice Chancellor for Finance and Technology

Date: April 14, 2016

SUBJECT: Second Reading – NEW Policy 248 Weapons on Campus

### Background

Proposed policy 248, Weapons on Campus, addresses the use or possession of weapons on any Seattle Colleges property. The policy sets forth restrictions on the ability to carry firearms or weapons on college property, subject to the exceptions listed.

This policy was presented to the Board of Trustees for a First Reading in February 2016 and is now being presented for a Second Reading and final approval.

### Recommendation

It is recommended that the Seattle Colleges Board of Trustees approve the adoption of this proposed policy.

Submitted By:

Kurt Buttleman

Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

# SEATTLE COLLEGE DISTRICT POLICY

---

**NUMBER:** 248

**TITLE:** Weapons on Campus

**PURPOSE:** To create a standalone policy addressing the use or possession of weapons on any SCD property

## **PROPOSED POLICY:**

Seattle College District is committed to providing a safe and secure environment for the Seattle Colleges community and its guests. This policy sets forth restrictions on the ability to carry firearms or weapons, concealed or otherwise, on all Seattle Colleges property.

Possession, holding, wearing, exhibiting, transporting, storage or presence 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. An individual with a valid concealed weapons permit may store a pistol 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 his/her designee may grant permission to bring a weapon on campus upon a determination 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 in the written permission.
- d. This policy does not apply to the possession and/or use of disabling chemical sprays when possessed and/or used for self-defense.

*Board of Trustees – Revision & Adoption History*

*Adopted:*

*Revised:*

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Jill Wakefield - Chancellor

DATE: April 14, 2016

SUBJECT: Proposed Fee Increases & New Fees for FY2016-17

### Background

The attached "Fees Request FY2016-17" schedule includes the campuses' requests for raising and changing current fees, as well as establishing several new fees for the incoming academic year 2016-2017.

Fiscal Growth Factor: Section 8 of Initiative 601 requires that any percentage increase in general fees that exceeds the **fiscal growth factor** must be approved by the Legislature. These factors are also used in the calculation of the spending limit.

Beginning with the 2007-09 biennium, the fiscal growth factor is the average growth in state personal income for the prior ten fiscal years. Materials and "pass through" fees do not have the same restrictions.

### Recommendation

The attached "Fees Request FY2016-17" schedule has been reviewed by the Chancellor's Executive Cabinet. It is recommended that the Board of Trustees approve the proposed fee changes for FY2016-2017 in accordance with Seattle Colleges Policy 108.

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield  
Chancellor



# FEES REQUEST 2016-17

## Change/Increase

Campus Sponsor	Fee Title	Updated or New	Fee Begins	Current Rate	Proposed Rate	Justification and Notes
DISTRICT	PROCTORING FEE	UPDATED	Fall 2016	\$25.00	\$35.00	Change to a flat fee
DISTRICT	LAB FEE MUSIC	UPDATED	Summ 2016	\$200.00	\$214.00	To bring account back to recovering costs
SOUTH	MANUFACTURING ACADEMI	UPDATED	Fall 2016	\$150.00	\$200.00	Cost of rivets, aluminum, and other metals used in manufacturing labs. Complex projects and rising cost of materials requires a revision of fees to accommodate the need.
SOUTH	ASE AUTOMOTIVE TEST	UPDATED	Fall 2016	\$130.00	\$22.00	Fee will now be charged once per quarter for 6 quarters instead of once a year
CENTRAL	RESP CARE TESTING	UPDATED	Fall 2016	\$40.00	\$50.00	Recovery of increased cost of exam materials
CENTRAL	TEST FEE IEL	UPDATED	Fall 2016	\$35.00	\$50.00	Recover increase in test cost and use tax
SVI	LAB FEE/COSMETOLOGY	UPDATED	Fall 2016	\$ 46.00	\$50.00	Increase is due to increased costs from Vendors for products
SVI	SVI COSMETOLOGY LABFEE	UPDATED	Fall 2016	\$ 46.00	\$50.00	Increase is due to increased costs from Vendors for products

## Fiscal Year Growth

Campus Sponsor	Fee Title	Updated or New	Fee Begins	Current Rate	Proposed Rate	Justification and Notes
DISTRICT	TRANSCRIPT FEE	UPDATED	Summer 2016	\$4.50	\$7.50	Aligns with fiscal growth factor of 4.33%
DISTRICT	LAB FEE, ART	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
DISTRICT	SCIENCE LAB FEE	UPDATED	Fall 2016	\$50.15	\$52.35	Aligns with fiscal growth factor of 4.33%
DISTRICT	COMPUTER LAB FEE	UPDATED	FALL 2016	\$ 50.15	\$52.35	Aligns with fiscal growth factor of 4.33%
NSC/SSC	ADDITIONAL CLASS COMPUTER LAB FEE	UPDATED	FALL 16	\$ 29.25	\$30.50	Aligns with fiscal growth factor of 4.33%
SOUTH	COURSE FEE, PHOTO	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	MARITIME LAB FEE	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	NURSE LAB SUPPLIES	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	RESPIRATORY LAB FEE	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	SURGICAL TECH SUPP FEE	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	OPTICIAN LAB FEE SCCC	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	ASL/ITP LAB	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	ART LAB FEE	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	LAB FEE, CHEMISTRY	UPDATED	Fall 2016	\$50.15	\$52.35	Aligns with fiscal growth factor of 4.33%
CENTRAL	LAB FEE - PHYSICS	UPDATED	Fall 2016	\$50.15	\$52.35	Aligns with fiscal growth factor of 4.33%
CENTRAL	LAB FEE - SAGE	UPDATED	Fall 2016	\$50.15	\$52.35	Aligns with fiscal growth factor of 4.33%




CENTRAL	LAB FEE - EARTH SCI	UPDATED	Fall 2016	\$50.15	\$52.35	Aligns with fiscal growth factor of 4.33%
CENTRAL	WOOD SHOP SUPPLIES	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	LAB FEE/APPEL DES	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
CENTRAL	GRAPHIC DESIGN MATRL	UPDATED	Fall 2016	\$46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
NORTH	JEWELRY LAB FEE	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
NORTH	HEALTH/MED CLASS FEE	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	ALLIED HEALTH/SPEC.	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	BUSINESS COMPUTERS	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	DENTAL ASSISTANT	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	FORKLIFT LAB	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	CBA LAB FEES	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	LAB FEE / HUC	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	PACT LAB FEE	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	LAB FEE, SVI/Phlebotomy	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	CPR/FIRST AID TRAIN	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%
SVI	AIDS TRAINING	UPDATED	FALL 2016	\$ 46.00	\$48.00	Aligns with fiscal growth factor of 4.33%

## New

Campus Sponsor	Fee Title	Updated or New	Fee Begins	Current Rate	Proposed Rate	Justification and Notes
SOUTH	LOCAL PAYMENT PLAN	NEW	Fall 2016	NA	\$17.00	Optional fee for manual/local payment plan.
CENTRAL	MIDI LAB FEE	NEW	Fall 2016	NA	\$48.00	To recover cost of running the music recording lab
CENTRAL	SKILLS DEVEL LAB FEE	NEW	Fall 2016	NA	\$25.00	Recover cost of materials used in the class
CENTRAL	SAM CHALLENGE	NEW	Summer 2016	NA	\$30.00	Recover administrative cost of testing (Science & Math)
CENTRAL	RESP CLINSIM EXAM FEE	NEW	Fall 2016	NA	\$70.00	Recovery of cost of online exam materials
CENTRAL	SURG TECH MAT FEE	NEW	Fall 2016	NA	\$400.00	Recovery of cost of materials
CENTRAL	ADV CLIN SIMU SUPP	NEW	Fall 2016	NA	\$160.00	Recovery of salary and benefit cost for one full time support staff to support clinical simulations.
NORTH	ENGLISH/MATH ASSESSMENT	NEW	Summer 2016	NA	\$15.00 - \$30.00	REPLACEMENT FOR THE COMPASS TEST, WHICH IS BEING PHASED OUT EFFECTIVE NOV. 2016. TEST DETERMINES PLACEMENT BASED ON READING, WRITING, AND MATH SKILL LEVEL. FINAL RATE WILL BE DETERMINED WHEN INSTRUMENT IS SELECTED
NORTH	CMA EXAMINATION FEE	NEW	Fall 2016	NA	\$125.00	ENABLES CMA STUDENTS TO TAKE CERTIFICATION EXAM 30 DAYS PRIOR TO COMPLETING THEIR PROGRAM

## MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli   
President, South Seattle College

DATE: April 14, 2016

SUBJECT: SBCTC/College Spark Guided Pathways Project Application

### Background

College Spark Washington has partnered with SBCTC and is inviting applications from Washington's community and technical colleges for a Guided Pathways initiative. Five colleges will be chosen to receive \$100,000 a year for five years to implement the Guided Pathways model, which includes adopting structured, educationally coherent program maps that aligns with students' goals for careers and further education. **South Seattle College plans to submit an application to participate in the project. The application asks for verification of the governing board's support of and commitment to the Guided Pathways implementation.**

The Guided Pathways model is featured in the 2015 book, **Redesigning America's Community Colleges: A Clearer Path to Success** (Bailey, Jaggars, Jenkins) and "necessitates the engagement of faculty and staff across functions and departments to develop program maps and design integrated supports." If selected by SBCTC/College Spark for the Guided Pathways initiative, South Seattle College will be required to undertake the following implementation steps:

1. Redesign and make systemic changes to student intake; academic programs; student supports; curriculum; and instruction;
2. Conduct a critical review re: academic programs' clear and coherent pathways, including aligning curriculum and mapping program outcomes to bachelor's degrees and the labor market;
3. Require students to choose a Program of Study within two quarters of enrollment; provide students with default course enrollment and consistent scheduling; institute intrusive advising and supports for progression and completion;
4. Reconfigure developmental education to ensure students enter their Program of Study as quickly as possible;
5. Develop and offer multiple math pathways aligned with Meta Majors and where possible contextualized to programs of study;
6. Streamline curricula, which may result in reduction of credit hours students must complete for degree attainment.

The SBCTC/College Spark project aligns with the American Association of Community Colleges' Pathways Project, for which South Seattle College was chosen to participate in November 2015. This national professional development and capacity-building initiative supported by the Bill and Melinda Gates Foundation brings together leaders from thirty colleges and consultants from Achieving the Dream, the Aspen Institute, and Center for Community College Student Engagement, among others.

The deadline for the application submission is April 21. If accepted, South Seattle College would begin participating in July 2016 until the project's conclusion in 2021. **This request is for the Board of Trustees to verify support for our application.**

**Recommendation**

It is recommended that the Board of Trustees approve South Seattle College's implementation of Guided Pathways and verify support of the SBCTC/College Spark application.

Submitted by:



Gary Oertli  
President, South Seattle College

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield  
Chancellor



## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** April 14, 2016

**SUBJECT:** Emeritus Status Recognition

### Background

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

#### South Seattle College

Sarah Baldwin, Emeritus Faculty  
Don Bissonnette, Emeritus Faculty  
Roger Bourret, Emeritus Faculty  
Susan Clark, Emeritus Faculty  
Blanca Farrelly, Emeritus Faculty  
Teri Nakashima, Emeritus Faculty  
Katherine Pellman, Emeritus Faculty  
Robert Rice, Emeritus Faculty  
Paul Safstrom, Emeritus Faculty  
Mary Taylor, Emeritus Faculty  
Kathy Vedvick, Emeritus Exempt Staff

#### North Seattle College

Jack Bautsch, Emeritus Exempt Staff  
Tom Braziunas, Emeritus Exempt Staff  
Marci Myer, Emeritus Exempt Staff  
Robert Scheussler, Emeritus Faculty

#### Seattle Central College

Kim Rodman, Emeritus Faculty  
Deborah Turner, Emeritus Faculty

**Recommended Action**

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

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



Jill A. Wakefield, Ed.D.  
Chancellor



A Union of Professionals

**AFT Seattle**

Community Colleges  
Local 1789, AFL-CIO

AFT Seattle  
Community Colleges  
Local 1789, AFL-CIO

1500 Harvard Avenue  
Seattle, WA 98122  
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An affiliate of  
AFT Washington,  
American Federation  
of Teachers, AFL-CIO



February 17, 2016

Dear Chair Hill and SCD Board of Trustees,

It is my honor and privilege to forward to you the letters of nomination for emeritus status for an exceptional group of recently-retired faculty. The executive board of AFT Seattle considered each nomination and voted to recommend all of the faculty whose names were sent forward. Each person met the requirements for Emeritus Status, as explained in Article 5.16 of the Collective Bargaining Agreement.

South Campus:

Susan Clark  
Mary Taylor  
Blanca Farrelly  
Paul Safstrom (posthumous)  
Don Bissonnette  
Sara Baldwin  
Roger Bourret  
Robert (Bob) Rice  
Katherine Pellman  
Teri Nakashima

North Campus:

Robert (Bob) Schuessler

Central Campus:

Deborah (Debbie) Turner  
Kim Rodman

Sincerely,


  
Annette Stofer, AFT Seattle President



**SOUTH SEATTLE COLLEGE**

*One of the Seattle Colleges*

MEMORANDUM

DATE: March 23, 2016  
TO: Dr. Jill Wakefield, Chancellor  
FROM: Gary Oertli, President   
SUBJECT: Emeritus Status

In accordance with SCD Policy/Procedure 478, I would like to submit this nomination of Ms. Kathy Vedvick as an emeritus candidate. Kathy has served the Seattle Colleges for over 45 years. Kathy Vedvick began her career with the Seattle Community College District as a secretary and eventually worked her way up to Director of Human Resources at South Seattle College. Over her 45 year career, Kathy has served all six presidents at South Seattle College.

Kathy has continued to provide strong leadership in the areas of human resources and faculty/staff labor issues due to extensive understanding and knowledge of college, District, and state rules and regulations. Her insights are well respected and appreciated by colleagues. In addition, Kathy has worked with District colleagues to implement processes and procedures and she is an expert on the classified and faculty contracts.

Emeritus status is designed to recognize and honor an individual's contributions and accomplishments over the course of their career. Kathy's 45 year career exemplifies excellence, professionalism, and dedication. Kathy has left an indelible mark on South due to her dedication, her enthusiasm, her amazing sense of humor and engaging personality. Kathy has done an excellent job guiding numerous hiring committees and has always "stepped-up" when it came to taking on challenging and difficult tasks and situations. While her position involved making difficult decisions, she was always capable of viewing all perspectives and the impact the decision would have before making a decision. She has always been fair and impartial in her role as Director of Human Resources and has been actively involved in ensuring the college recognizes and hires outstanding employees. As a result of her exceptional leadership and competence, we have a team of outstanding faculty, administrators and classified staff who provide high-quality educational programs and services so students may experience success.

Kathy has always demonstrated a wonderful leadership style using compassion, experience, as well as the ability to find humor in almost every situation. She has consistently been able to get administrators, faculty and staff, both academic and technical, to work together and with her. Her professional skills, as well as interpersonal style have always been highly regarded. Her organization and planning skills are strong and she has always proven to be approachable and easy to explore new ideas with. This "approachable" management style is characteristic of South

and the warm and inviting atmosphere that makes South great. She has truly served as an ambassador for South.

Kathy's contributions to South and all employees who have worked here are immeasurable. Kathy has been a great colleague and member of the South Community. Her dedication and diligence to South Seattle College make her eminently worthy of consideration for Emeritus status within the Seattle Colleges District.

GO:wn





## NORTH SEATTLE COLLEGE

One of the Seattle Colleges

### MEMORANDUM

DATE: March 29, 2016  
TO: Dr. Jill Wakefield, Chancellor  
FROM: Warren Brown, President  
SUBJECT: Emeritus Status

In accordance with Seattle College District Policy/Procedure 478, I am honored to submit this nomination letter for Mr. Jack Bautsch as an emeritus candidate. Jack served North Seattle College for 14 years until his retirement as North's Director of Institutional Effectiveness in June 2015. He graciously returned temporarily in September 2015 to lead preparation and development of North's Year Seven Accreditation Report and visit.

Jack has served Washington's community and technical colleges system for 42 years. In that time, he has amassed a rich and respected legacy in the community colleges system, especially at North.

His skills and knowledge in assessing data, long-term planning and collaborating across departments enabled him to successfully serve three community colleges—including Seattle Central College where he was director of planning and research—and the Seattle College District Office, where he served as interim director of institutional research.

Jack's career in the Seattle Colleges and the SBCTC system actually started on July 1, 1973, at then North Seattle Community College, where he served 10 years as a program coordinator and instructor.

On campus, Jack has often been thought of as the data guy. But for all of the analytical and left-brain skills he possesses, he has equal amounts heart. He has been described as the soul of North, a kind colleague whose wit and warmth have earned him dozens of close friends.

Thousands of students have indirectly benefited from Jack simply because the institutions they attended were better at serving them thanks to his leadership.

I submit this nomination with the utmost confidence and gratitude for the many contributions Jack has made to our campus, the Seattle Colleges and the state of Washington. Thank you for your consideration,

Warren J. Brown, Ed.D.  
President, North Seattle College  
Email: [warren.brown@seattlecolleges.edu](mailto:warren.brown@seattlecolleges.edu)  
Phone: 206.934.3601



# NORTH SEATTLE COLLEGE

One of the Seattle Colleges

## MEMORANDUM

DATE: March 29, 2016  
TO: Dr. Jill Wakefield, Chancellor  
FROM: Warren Brown, President  
SUBJECT: Emeritus Status

In accordance with Seattle College District Policy/Procedure 478, I am honored to submit this nomination letter for Mr. Tom Braziunas, associate dean of e-Learning, for Administrator Emeritus. Tom started working at North in January 1994.

In his 20 plus years of working in e-Learning, Tom has provided campus and district leadership that has significantly impacted the breadth and quality of online, hybrid and enhanced courses. Tom's ability to generate faculty interest in e-Learning, and to provide them with training and support, has resulted in North being a district leader in the number of courses offered each quarter.

His responsiveness to faculty regarding their instructional technology needs is evidenced by his willingness to pilot various programs and software, enhance learning platform support, and involve faculty in online course approval processes.

In addition, Tom has championed projects such as the district-wide e-Learning retreats and North Blend, an evening hybrid degree program, as well as has been involved with multiple district initiatives including the transition to online student evaluations, district educational master plan, and pooled enrollment.

Tom's management style centers on integrity, a collaborative spirit and a dedication to customer-service. He has provided excellent leadership and innovation that has benefited North and its students.

I submit this nomination with the utmost confidence and gratitude for the many contributions Tom has made to our campus. Thank you for your consideration,

Warren J. Brown, Ed.D.  
President, North Seattle College  
Email: [warren.brown@seattlecolleges.edu](mailto:warren.brown@seattlecolleges.edu)  
Phone: 206.934.3601



**NORTH SEATTLE COLLEGE**

*One of the Seattle Colleges*

**MEMORANDUM**

DATE: March 29, 2016  
TO: Dr. Jill Wakefield, Chancellor  
FROM: Warren Brown, President  
SUBJECT: Emeritus Status

In accordance with Seattle College District Policy/Procedure 478, I am honored to submit this nomination letter for Mrs. Marci Myer as an emeritus candidate. Marci has served the Seattle Colleges for 18 years. She currently serves as North's Vice President for Student Development Services/Dean of Students.

Marci has successfully held leadership positions in student services at two- and four-year colleges and universities in Washington and North Dakota. She brings a breadth of expertise in student services areas that assist students with everything from access to successful completion. With more than 30 years of higher education experience, she has provided effective leadership for program development and delivery.

In addition to the expertise she brings to North, Marci has contributed greatly at the state level. She has served as a member of the executive leadership team on SBCTC's Student Services Commission, and is highly regarded for her leadership by her statewide peers.

Marci also gives back to the North Seattle community. She serves on the Lake City Chamber Board and regularly attends community events that support North's service area.

Her contributions to the North Seattle College campus and its students are immeasurable. Beyond even her successful academic and professional qualifications for emeritus status, Marci demonstrates exceptional leadership skills that motivate and bring people together. Because of this, she was chosen along with North's Vice President of Instruction to spearhead development of a campus-wide plan on Strategic Enrollment Management. Her approachable management style makes her an effective leader.

I submit this nomination with the utmost confidence and gratitude for the many contributions Marci has made to our campus. She has directly helped us meet our mission to transform lives through education.

Thank you for your consideration,

Warren J. Brown, Ed.D.  
President, North Seattle College  
Email: [warren.brown@seattlecolleges.edu](mailto:warren.brown@seattlecolleges.edu)  
Phone: 206.934.3601

MEMORANDUM

**TO:** Board of Trustees

**FROM:** Chancellor's Office

**DATE:** April 14, 2016

**SUBJECT:** Policy 403, SCD Holidays – First Reading

**Background**

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

The proposed revision to Policy 403, "SCD Holidays", designates the Friday immediately following the fourth Thursday of November as Native American Heritage Day. This language is consistent with RCW 1.16.050(1)(j) (legal holidays and legislatively recognized holidays).

District policy currently uses the common label for that holiday as "the day immediately following Thanksgiving Day." The District's WFSE Classified Employees contract and the new Professional Staff contract already provide for the Native American designation. AFT leadership has been informed of this proposed change. The Chancellor's Cabinet recommends this updating to honor Native American heritage.

**Recommended Action**

It is recommended that the Seattle Colleges Board of Trustees approve the proposed revisions to Policy 403.

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



Jill A. Wakefield, Ed.D.  
Chancellor



# SEATTLE COLLEGE DISTRICT POLICY

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## TITLE: SCD HOLIDAYS

Adopted Date: 5/14/1984

Last Revised: [8/28/2009](#)[3/29/2016](#)

The Seattle College District shall observe the following paid holidays:

- The first day of January - New Year's Day
- The third Monday of January - Martin Luther King Jr.'s Birthday
- The third Monday of February - President's Day
- The last Monday of May - Memorial Day
- The fourth day of July - Independence Day
- The first Monday in September - Labor Day
- The fourth Thursday of November - Thanksgiving Day
- [The day immediately following Thanksgiving Day](#)[The Friday immediately following the fourth Thursday of November - Native American Heritage Day](#)
- The twenty-fourth of December - Christmas Eve
- The twenty-fifth day of December - Christmas Day
- One personal holiday for qualifying employees

When any holiday falls on a Saturday, it shall be observed on the preceding Friday; when any holiday falls on a Sunday, it shall be observed on the following Monday.

*Board of Trustees – Revision & Adoption History*

*Adopted: 5/14/1984*

*Revised: 8/28/2009*

# SEATTLE COLLEGE DISTRICT POLICY

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*Board of Trustees – Revision & Adoption History*

*Adopted: 5/14/1984*

*Revised: 8/28/2009*

## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** April 14, 2016

**SUBJECT:** Diversity, Equity, and Inclusion Charter – Informational Only

### Background

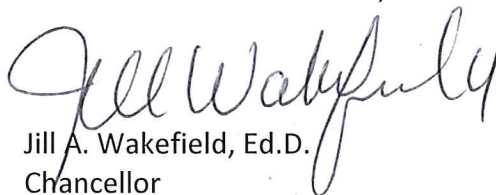
In February, I informed you of my intent to form a Seattle Colleges Districtwide Diversity, Equity, and Inclusion committee to build upon what has become a significant part of our mission.

I have been working with the Interim Chief of Human Resources Officer, Charlie Earl, and campus Diversity Directors to develop a charter for the new districtwide committee that I hope will be established by the incoming Chancellor. A draft of that charter is attached. The new Chancellor will have the opportunity to modify the charter as she or he sees fit.

### Recommended Action

No action is requested at this time.

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

  
Jill A. Wakefield, Ed.D.  
Chancellor

## Diversity, Equity, and Inclusion Charter

The Seattle Colleges District Board and Administration are committed to the highest ideals of diversity, equity, and inclusion. Twenty-first century globalization demands people of all cultures and backgrounds respect one another and peacefully pursue the betterment of humankind. The Seattle Colleges have a long history of successfully supporting these ideals and now chooses to build upon what has become a significant part of our mission.

I am creating a district-wide Diversity, Equity, and Inclusion Committee (DEI) to pursue stretch DEI goals across the District. It will strengthen and advance diversity, equity, and inclusion concepts and practices. It will assure that the education and training of all Seattle Colleges employees are prominent and cutting edge throughout the instructional, student services, and administrative systems of the District.

The colleges will continue to operationalize their unique DEI programs for students, employees, and local communities. Concurrently, the new District DEI Committee will set districtwide goals and guidelines to establish a baseline level of effort. The committee will identify needs, celebrate excellence, and encourage best practices.

The District has a significant community leadership role in all matters of public education. Accordingly, the districtwide DEI Committee will reach to the community to learn of the latest DEI issues and practices to inform internal improvements. It may encourage faculty and staff to work with community leaders to enhance common understanding of significant DEI advancements.

Initially, the committee will meet at least quarterly and be staffed by the Chief Human Resources Officer and supported by the campus Diversity Directors. The executive cabinet and bargaining unit leaders will identify the charter members of the committee according to the membership list below.

Membership: The 15-member committee will be diverse and inclusive.

- Students (3)
- Campus Diversity Directors (3)
- Community Members (3)
- Vice Presidents of Instruction (1) – will rotate annually
- Vice Presidents of Student Services (1) – will rotate annually
- Representation from all three bargaining units (3)
- District – Chancellor (1)

Lead Staff:

CHRO

The kick-off meeting will convene in October, 2016.



**MEMORANDUM**

**TO:** Board of Trustees

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

**DATE:** April 14, 2016

**SUBJECT:** Uniform Campus Climate Assessment

In 2014, as a response to growing national concern about sexual assault and sexual violence on college campuses, President Obama appointed a White House Task Force to Protect Students from Sexual Assault. That task force has issued a number of policy recommendations and reports on best practices in higher education. One of the best practices identified by the group is to conduct a campus climate survey to more accurately measure prevalence of sexual assault on a given campus, and the capacity of the campus to prevent and respond appropriately to complaints.

In Washington State, the legislature was asked by local advocates to pass legislation requiring the state's public universities and community colleges to survey their students and employees about attitudes and knowledge about sexual and physical violence, awareness of resources, and incidences of sexual and physical violence on and off campus. This new legislation, Substitute Senate Bill 5518 was passed by the 2015 legislature. As part of implementing this new law, the State Board for Community and Technical Colleges (SBCTC) was mandated to administer the same survey for all its colleges.

The SBCTC survey was prepared by student services, research, and human resource experts from the Washington State Community and Technical College System and approved by the Washington State Institutional Review Board. Many of the questions on the survey reflect the recommended language from a toolkit on sexual assault climate surveys that was developed by the White House Task Force ([www.notalone.gov](http://www.notalone.gov)). Preliminary review of the instrument indicates that many of the questions are very explicit and may be considered offensive by survey respondents.

The current schedule calls for the SBCTC survey to be provided electronically to students and staff on all 34 campuses on May 2, 2016 and closed by May 16, 2016.

We are assured that the survey is:

- Voluntary
- Anonymous, and
- Results will ultimately be available to us by college and district. A report for the state is due to the Governor and Legislature by December 31, 2016.

District staff have been involved with the SBCTC staff in preparing the logistics of surveying so many potential respondents on potentially sensitive issues. The Chancellor and Presidents of Seattle Colleges intend to write and send an informative email to students and staff on April 18 advising them that they will be receiving this survey. Another explanatory email from the Chancellor and Presidents will be sent on May 1 reminding potential respondents that the survey will be sent to them the next day. The email correspondence will include information about how to opt out of the survey, the sensitive nature of the questions, and resources to support campus community members who would like to talk with someone about sexual and physical violence on campus. Campus Title IX Coordinators and counselors, and off campus organizations will be identified in both the emails and the survey to provide any follow up that respondents may need.

Minors, student workers, contract workers, volunteers, interns and trustees will not receive the survey. Students who started this quarter and those over 18 with legal guardians will also be excluded.

While we are concerned about how students and employees may react to being asked to complete the survey, we recognize the seriousness of sexual assault on college campuses. The results will allow us and the SBCTC to identify areas of concern and develop solutions that will make our campuses safer.

We will keep the Board informed as we go through the survey administration process and receive survey findings from SBCTC staff.

Submitted by and transmitted to the Board,

A handwritten signature in black ink that reads "Jill Wakefield". The signature is written in a cursive, flowing style.

Jill A. Wakefield, Ed.D.  
Chancellor

## MEMORANDUM

**TO:** Seattle Colleges Board of Trustees

**FROM:** Jill Wakefield, Chancellor

**DATE:** April 14, 2016

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

### **Customer relations management (CRM)**

I am proud to announce that we have implemented phase I of our CRM system. The college and district websites now have a Request Information form that asks for contact information, areas of interest, and preferred delivery methods. After submission, the information is stored in a database and potential students automatically receive, at a minimum, a letter from the president and/or chancellor and a welcome letter. Depending on their selection and each college's communication flow, they receive specialized emails about our programs.

### **Updates on the Seattle Central president and district chief human resources officer (CHRO) searches**

We have identified a strong group of candidates for both our Seattle Central president and the district's CHRO positions.

For the CHRO, the three candidates are:

- David Blake, assistant vice president for Human Resources at Oregon State University.
- Mark Cassidy, who most recently served as vice president for Human Resources at Edmonds Community College.
- Edna Comedy, former CHRO at Central Washington University.

The CHRO candidates participate in open houses scheduled for April 20, 21, and 27, respectively.

For the Seattle Central presidency, we have:

- Lawrence Buckley, president of Canada College in Redwood City, California.

- Sheila Edwards Lange, interim president of Seattle Central College.
- Wei Zhou, vice president of Instruction at Cuyamaca College in El Cajon, California.

Open houses for the presidential candidates are April 15, 21, and 22, respectively.

### **External community survey**

Responses to our external community survey are still coming in. At last count, we had more than 300 completed surveys from a sample group consisting of Seattle residents and community leaders. The survey closes mid-April. We are tentatively scheduling a presentation to the Board of Trustees in May.

### **Budgeting and allocation formula**

After some minor tweaks, the State Board of Community and Technical Colleges formally passed its new allocation formula. The formula will reduce the district's funding by \$4 million over the next four years. When combined with tuition reductions and other costs, we expect our total shortfall for fiscal year 2017 to reach at least \$4.8 million. The colleges have begun preparing budgets based on these projections.

### **SCCtv**

SCCtv is working with North's Early Childhood Education program to promote the state's first universal preschool program. The program allows preschool teachers with associate degrees to continue and earn bachelor's degrees. SCCtv is developing a video about the program for prospective students and other program benefactors.

### **Oregon Community College Association (OCCA) and League for Innovation presentations**

Last month, I participated in two high-profile presentations about our baccalaureate programs:

- On March 11, I went to Portland to make a joint presentation to the OCCA about our bachelor's degree programs. Dr. Constance Carroll, the chancellor of San Diego College District, accompanied me. OCCA represents the 17 publicly chartered community colleges and their locally elected board members as a group. The group is considering offering bachelor's degrees and was interested in our knowledge and expertise.
- I also served on a keynote panel presentation at the March League for Innovation conference. The presentation to about 1,000 attendees focused on our success and the challenges of implementing our applied bachelor's degree program.

### **Advancement**

Our Advancement team and Collins Group, our campaign consultants, have developed a new campaign-readiness timeline. The timeline calls for us to end the second quarter of 2016 with a vision, case statement, and objectives. They have also scheduled weekly meetings to track outcomes, measurable impact, and actions. Advancement has also begun onboarding campaign leadership and steering committee members. Promotion materials for the IMAGINE campaign are also in development. The campaign brochure will highlight five students whose

achievements were due, in part, to donor-related programs. We are also working with the colleges to develop inserts/brochures for college-specific solicitations.

The district is switching its online giving portal from RAZOO to Greater Giving. This will align the district office with the other two colleges, provide for online credit card payments, and save 4 percent on processing fees. We are also hiring a part-time bookkeeper for the Advancement office and Pacific Tower. The bookkeeper will work about 20 hours a week off-site.



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COLLEGES**

Central • North • South • SVI

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

## MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** April 14, 2016

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

### **SXSWedu in Austin, TX**

Victor Kuo and I attended the Civitas Learning Partners meeting that was scheduled during SXSWEdu in Austin, Texas from March 8-10, 2016. We had the opportunity to hear from community college and university representatives on insights they have gained from looking at their data. Our data is expected to be available by June.

### **Guided Pathways with Rob Johnstone**

Rob Johnstone came to Seattle Colleges District Office on March 15, 2016 to talk about Guided Pathways. He also reviewed our completion data and shared the criteria for the Aspen Award in which colleges are invited to apply.

### **League for Innovation Board Meeting and Conference**

I attended the League for Innovation Board Meeting and Conference from March 17-22, 2016. The meeting for the Representatives took place over two days. Information is shared among colleagues on several topics such as implementation of the Sexual Assault Prevention plan, replacement of the Compass test, Guided Pathways, Predictive Analytics, and Campus Emergency Responses. Each representative came prepared to share their colleges' activities. Our Chancellor was one of three chancellors that presented at the opening general session on The Community College Baccalaureate: Expanding Frontiers.

### **Articulation Council**

The Seattle Public Schools and Seattle Colleges Articulation Council met on March 24, 2016. This group is convened by Michael Tolley, Assistant Superintendent of Teaching and Learning, and Mary Ellen O'Keeffe. At the meeting we discussed and updated the Articulation Agreement which will be circulated for signatures. Other topics on the agenda were College in the High School, Productive Persistence, and College and High School Math Placement. There was a productive conversation on how to engage more Seattle Public School students to attend the Seattle Colleges.





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### **Nursing Update**

We continue to make progress and move forward with the Nursing program. At our last meeting we continued the work on the job description for nursing administrators at each college. The Dean of Nursing position has been posted and the search committee is being formed.

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

## ADVANCING STUDENT SUCCESS

### ***Free Tuition Forum with Legislators***

North Seattle College is positioning itself to be a leader in facilitating discussion about proposed legislation that would provide free tuition to students at community colleges. Members of North's Student Leadership are hosting a forum on Tuesday, May 3, with lawmakers, community members and others to discuss the proposed legislation and how it could benefit students. President Brown will participate in the forum, along with Rep. Brady Walkinshaw, Rep. Noel Frame, Sen. David Frockt, and Councilmember Debora Juarez, as well as others.

### ***High School-to-College Tour at Middle Colleges***

On March 3, North Seattle College hosted a high school-to-college tour for 30 Seattle Public Schools Middle College students. Middle Colleges serve underprivileged and underrepresented populations and are housed at Northgate Mall, the University of Washington and Seattle University. The event included a student panel and facilitated discussion about NSC college life, admissions and success strategies. Dinner and small group networking with faculty and students were followed by a "research 101" workshop. Partners in this project were Student Leadership, the Library, The Grove and the Student Learning Center. The event resulted in increased partnerships with the Middle Colleges, networking among faculty from the Middle College and North, and recruitment of seniors.

### ***Readiness Academy Activity Hosted on Campus***

On March 11, North hosted 28 seniors from Ingraham High School for a COMPASS test, lunch and financial aid workshop. The Testing Center was filled to capacity. Many of the participants will be the first in their families to attend college, and a significant number had never set foot on a college campus. This Readiness Academy activity was made possible through North's partnership with Ingraham High School and the support of a grant from College Spark.

### ***Aerospace and Electronics Fair***

North hosted an Aerospace and Engineering Technologies Job Fair on March 17 in the Opportunity Center for Employment and Education. The event connected students with members of industry representing Boeing, Volt Workforce Solutions, Aerotek and others.

### ***Customer Relationship Management Tool***

North, along with the district and its sister campuses, has purchased new customer relationship management (CRM) software designed to identify, engage, track and convert prospective students. North has built an inquiry form and communication pathways. The college created a CRM development team, hired a part-time enrollment services program coordinator to assist with the software and messaging, and posted a new "Request Information" form on North's homepage to help recruit prospective students. North will be launching its portion of the CRM in early Spring 2016.



## **EXCELLING IN TEACHING AND LEARNING**

### ***Progress Report on Upcoming Accreditation Visit***

North will be participating in a comprehensive evaluation visit by the Northwest Commission of Colleges and Universities April 18-20, 2016. Evaluation team members will meet with students and employees. The open meetings will provide the evaluators the opportunity to hear about the experience of being an NSC community member and being involved in preparing for the accreditation visit. Community members are invited to attend the exit meeting April 20, at which the evaluation team will share preliminary commendations and recommendations.

### ***President's Leadership Meeting***

President Warren Brown hosted his quarterly President's Leadership meeting on March 15 and dedicated the meeting to budget discussion. Dr. Brown invited two special guests: Dr. Kurt Buttleman, vice chancellor for finance and technology, and LaVerne Lamoureux, director for government relations for the Seattle Colleges. At the President's request, Kurt shared information on what's happening at the district level with regards to the budget and budget planning process. LaVerne shared state level budget information and how employees can appropriately advocate for public education to elected officials.

### ***Native Voices at Library***

The North Library has been selected in a competitive application process to host *Native Voices: Native Peoples' Concepts of Health and Illness*, a traveling exhibition to U.S. libraries created by the U.S. National Library of Medicine. The exhibit shares how Native Americans, Alaska Natives and Native Hawaiians view health and its connection to community, the land and spirit. As one of 104 grant recipients selected from across the country, North will host the exhibition from April 12 to May 10 and will also receive a \$250 programming grant, virtual training and publicity materials.

### ***Tenured Faculty Recognized***

Four North Seattle College faculty were recently awarded tenure and recognized by the Seattle Colleges District Board of Trustees. The tenured faculty members are Jayne Forest, a nursing faculty member in the Health and Human Services Division; Kennan Knudson, an English instructor in Arts, Humanities and Social Sciences; Heather Price, chemistry faculty in the Mathematics and Science Division; and Honorio Todino, faculty for the B.A.S. in International Business, within the Business, Engineering and IT Division.

### ***Nanotech Faculty Presents at Final Faculty Salon of Winter Quarter***

On March 9, Alicia Cohn, nanotechnology faculty member, presented "Nano - Small but Mighty." Cohn shared about some of the unique properties that are only found in materials once you shrink them to the nanometer scale. She demonstrated a nanosensor and explained how this actually simple technology can be adapted into powerful new technologies.

## **BUILDING COMMUNITY**

### ***Strategic Planning Meeting***

North is in the process of developing its new strategic plan, which will be a seven-year plan that maintains North's current core themes of advancing student success, excelling in teaching and learning, and building community. To help collect input from the community, and to update them on the State of the College, President Brown will host a special community meeting on Monday, May 16. Key stakeholders in the North Seattle community will be invited, along with students and employees.

### ***Changes in Diversity and Inclusion Reporting***

To better align and bolster North's diversity and inclusion initiatives, President Brown announced structural changes that begin in Spring 2016 and were developed with campus feedback. North's Women's Center will now report to the Office of Diversity and Inclusion and be supervised by the director. The director of Diversity and Inclusion and the Women's Center manager will be responsible for alignment with the diversity action plan, strategic plan and overall program assessment. To increase the connection between institutional effectiveness and strategic planning, the college is also establishing a new shared governance group called the "President's Diversity Inclusion Council for Equity (DICE)." DICE will establish employee recognition awards for those demonstrating their commitment to diversity and award mini-grants to expand, embed or further educate on multiculturalism.

### ***President Recognized by Two School Districts for Leadership, Accomplishments in Education***

President Brown recently received high distinctions from two King County public school districts recognizing his accomplishments and leadership in higher education. Dr. Brown is among only four graduates selected for Mercer Island School District's new Pathfinder Award, which recognizes graduates whose achievements, strength of character and citizenship inspire and challenge today's youth. Dr. Brown, a 1988 graduate of MISD, will be recognized at an awards ceremony on April 26. Recipients for this award were nominated by the community at large and winners were selected by a 13-member selection committee. Dr. Brown has also been selected by the Seattle Public Schools to serve on its African American Male Scholars Advisory Committee. As a member of the advisory committee, Dr. Brown will advise Superintendent Larry Nyland on how the district can better and more effectively serve African American students and ensure they achieve academic success and develop socio-emotionally.

### ***District Five Grand Opening***

District 5 Councilmember Debora Juarez invited North employees and students to her district office grand opening March 4. Community members met the councilmember and shared ideas for how her office can best support North Seattle. Councilmember Juarez also joined North employees for the Feb. 5 President's Leadership Meeting. She is the parent of a North Seattle Running Start student.

### ***Music Events on Campus***

North musicians offered three concerts to close Winter Quarter: Seattle Symphonic Band in "Music from Around the World," North Seattle Jazz Band, and the North Seattle College Choir.

### ***All-gender Bathroom Discussions***

As part of North's ongoing commitment to diversity and inclusion on campus and in an effort to create a more safe and welcoming environment, the college is exploring an initiative to establish all-gender restrooms on campus. Campus-wide surveys are being conducted and a well-attended forum was held on March 16. There are currently seven single stall restrooms on campus with all-gender signage. In addition to possibly adding all-gender restrooms in each building, North will still retain gender-segregated bathrooms in every building.

### ***IT Staff Member Kevin Mooney Honored***

NSC Golden Star Award Employee for Winter Quarter 2016 was Kevin Mooney, IT Specialist III. NSC employees offer nominations for employees who demonstrate kindness, integrity, collaboration, creativity and going-the-extra-mile.

### ***Health Fair in May***

In collaboration with Health and Human Services, the Roy Flores Wellness Center will hold its 10<sup>th</sup> annual Health Fair on May 18 in the NSC gymnasium. The event will again rely on strong partnerships built over the years, including vendors from community-based programs, as well as some of North's own students, staff and faculty.

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

## **RESPONSIVE TEACHING AND LEARNING**

### **New center supports educational access for Seattle youth**

The college has launched a new center that provides a way for Seattle youth, who have dropped out of high school, to complete a GED and receive support to pursue higher education. The program, called Learning Center Seattle (LCS), will operate out of Seattle Vocational Institute, offering tuition-free GED preparation classes along with individualized case management and academic support. Students who complete their GED credential can transfer to any Seattle Colleges program, tuition-free, until they turn 21, as long as they meet the entry requirements for their program of choice. LCS is a program managed by Seattle Central's Basic and Transitional Studies Division in collaboration with King County, which provides outreach and case management support, and Seattle Education Access, which provides educational support and advocacy. United Way of King County is also providing funding.

### **Partnership with local union supports educational advancement of healthcare workers**

This quarter, the Basic and Transitional Studies (BTS) Division is helping workers at two local hospitals boost their digital literacy and English language skills. Seattle Central instructors developed a two-credit online course tailored to the needs of service workers in hospitals, which increasingly require employees to operate computerized systems as part of their jobs. Instructors will integrate practical activities into the ESL coursework, such as encouraging students to fill out an employer health survey that will save them money on their health insurance. Literacy Source, a local non-profit that provides adult literacy tutoring, also provides in-person support at the two job sites to help students with the online class content.

Seattle Central worked with the Service Employees International Union to establish these classes as an opportunity for lower-level employees to take advantage of the union's training and education fund, supported by employee dues. This project is a pilot that models how the college can provide workplace-based training in partnership with local employers and unions.

### **College to provide basic education at Kent jail**

Beginning Spring Quarter, Seattle Central is providing GED preparation and Adult Basic Education classes for incarcerated individuals at the Maleng Regional Justice Center (MRJC) in Kent. The college will provide instruction, testing and coordination of classes at MRJC, and help students identify educational opportunities beyond GED completion. These courses represent an expansion of Seattle Central's partnership with the King County Regional Justice System, as the college has provided GED preparation classes at the King County Adult Detention Center in downtown Seattle for 30 years.

### **New program offers path to diploma for adult students**

Seattle Vocational Institute has started offering High School 21+, a competency-based program that allows adults age 21 years or older to earn a high school diploma. They can demonstrate their proficiency by taking Adult Basic Education (ABE) courses or through transcripts, work experience and testing. This program expands high school completion options already offered by the community and technical college system by providing a comprehensive approach that is consistent with adult learning styles.

### **CATALYST FOR OPPORTUNITIES AND SUCCESS**

#### **New “Career Developer” connects students with job opportunities**

The Career Center has hired a new, part-time Career Developer to support students who are eligible for Basic Food and Unemployment Training (BFET) benefits. This position will connect students in the Workforce Education program with funds to cover expenses while they are in school, helping them graduate.

As students near graduation, the Career Developer will help students land positions in their fields of study by developing their job-readiness skills and helping them craft effective resumes and cover letters. The position will also cultivate relationships with area employers to identify prospective job opportunities.

#### **Continued progress at the new Health Education Center**

The Health Education Center at Pacific Tower is progressing toward full operation. Earlier this month, Allied Health administrative staff moved from the Seattle Central main campus to the new satellite campus. The center has also developed into a hub for healthcare and training professionals over the past few months, with regional and national groups holding conferences and trainings at the facility. Construction on the dental clinic is also wrapping up, with a dedication ceremony, in partnership with Neighborcare Health and Delta Dental, set for May. Seattle Central’s Dental Hygiene program and SVI’s Dental Assisting program are scheduled to move into the center over the summer.

#### **Students named to All-Washington Academic Team**

Students Tracy Lam and Wannapa (Bow) Suprasert have been selected for the Phi Theta Kappa (PTK) 2016 All-Washington Academic Team. They joined 65 students – representing all 34 community and technical colleges – who were recognized during a ceremony at South Puget Sound Community College last month. Lam is an economics student from Hong Kong who wants to attend law school after earning her undergraduate degree, with the goal of becoming a judge. She serves as the PTK Seattle Central chapter vice president, as well as the managing editor for the college’s student newspaper. Suprasert is a psychology student from Thailand who hopes to apply her studies to improve people’s physical and mental well-being. She traveled to Peru last summer as part of the Seattle Colleges District’s Global Impact program, and she now works to coordinate community service projects for the PTK chapter.

#### **Phi Theta Kappa chapter wins regional awards**

Students in Seattle Central’s chapter of Phi Theta Kappa (PTK) brought home eight awards at the honor society’s regional conference in Tacoma where students from Alaska, Idaho, Montana, Canada and Washington represented their chapters. In addition to taking first place as the region’s distinguished chapter, Seattle Central won several awards for student research and service projects.

Two of the chapter's leaders were also ranked as distinguished officers in both the region and the nation. Phi Theta Kappa is the international honor society for students in two-year colleges and academic programs.

## **DIVERSITY IN ACTION**

### **College holds training to foster more diversity in hiring process**

Over the past two months, faculty and staff attended a series of workshops to develop hiring practices that foster diversity in the workplace. Several training sessions gave administrators, faculty and staff the opportunity to explore topics such as cognitive errors during the hiring process. The trainers also introduced a tool called the "Multicultural Competency Interviewing Rubric," which is used to evaluate the multicultural capabilities of candidates during the interview process.

### **Campus art exhibit features Mexican American reflections on immigration**

This month, the M. Rosetta Hunter Art Gallery on campus features works by three Latino-American women for an exhibit titled "Daughters of Immigration." The paintings, by Northwest-based artists Blanca Santander, Tatiana Garmendia and Cecilia Alvarez, reflect on the impact immigration has had on their lives and careers. The exhibit will be on display until April 28.

## **COMMUNITIES ENGAGEMENT**

### **College celebrates launch of light rail**

Last month, the college celebrated the launch of the new Capitol Hill station and University Link light rail extension, which will make commuting easier for many faculty, staff and students. A contingent from the college boarded the first ride from the University of Washington station. Interim President Sheila Edwards Lange, Ph.D., addressed a large crowd of community members at the opening of the new Capitol Hill station, and helped Mayor Ed Murray and King County Executive Dow Constantine cut the ceremonial ribbon that officially opened it to the public. At a day-long celebration hosted by Sound Transit and attended by thousands of community members, Seattle Central's outreach team staffed a booth, distributing information about programs. The Capitol Hill Chamber of Commerce also gave away magnetic mementos that were crafted, by Wood Technology students, from the weathered red plywood that once surrounded the light rail construction site.

### **White House praises Seattle Central program offered in partnership with City of Seattle**

A program offered by Seattle Central has been highlighted by a recent White House report for its effectiveness in preparing immigrants and refugees for further education and career readiness. Since September 2015, Seattle Central instructors have taught English as a Second Language and digital literacy skills to recent immigrants at the Asian Counseling Referral Service through the City of Seattle's Ready to Work (RTW) program. A progress report released from the White House Task Force on New Americans last December highlighted RTW as a program that effectively prepares adults to pursue further education that readies them for the workforce. RTW prepares students for programs like I-BEST, also offered at Seattle Central, which helps open doors to better careers. The RTW class was also highlighted by an article in the International Examiner last month.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: April 14, 2016

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**Chancellor Search Forums Come to South**

With Seattle Colleges on the verge of welcoming a new chancellor to replace retiring Dr. Jill Wakefield this spring, South Seattle College staff, students and faculty took advantage of the March opportunities to meet the finalists: Mark Mitsui, Gale Gibson Gayle and Shouan Pan. All three forums were well attended, and participants asked challenging questions of the candidates to give us a better sense of their leadership style and vision for Seattle Colleges' future. With such a strong group of finalists, our college shares great optimism for the continued success of our district and the students we serve.

**South Awarded \$60,000 Grant to Help Create New National Credentialing Model**

South has received an 18-month, \$60,000 grant from the American Association of Community Colleges and Lumina Foundation to take part in *The Right Signals Initiative*. We will join 20 other colleges from across the United States in developing models for recognizable credentialing that may be used by students, colleges and employers nationally. South will pilot new models in our apprenticeship and applied baccalaureate programs, which will help validate learning that takes place outside the classroom, and include development of short-term courses and online certificate options that connect directly to the workplace.

**Pathways Progress Continues with Rob Johnstone Visit**

South continues to be a national leader in implementing a guided pathways approach to community college education, with both internal and national initiatives. On March 22, we invited Rob Johnstone, founder and president of the National Center for Inquiry and Improvement, to speak with faculty and advisors about how they can incorporate the guided pathways approach into the classroom and advising center, resulting in a clearer educational path and higher completion rates for our students.

### **Connecting Campus and Community Veterans' Services at South**

On March 4, Veterans Affairs and the Work Force Education offices at South held a Veteran Service Provider Community Meeting on our main campus. 17 community members from a variety of King County-based veteran serving public and non-profit agencies attended to learn more about programs, funding options and support services available to veterans here at South. Our visitors, in turn, shared with our staff the education and employment needs of their clients. Supporting veterans in our service area is a top priority, and this meeting was an important step in increasing that support through connection with others dedicated to that shared focus.

### **Open Forums Held to Reflect on South's Climate**

Faculty and staff were invited to two open forums on March 4 and 9 to engage in campus climate conversations with college vice presidents and myself. Our goal was to hear directly from our community about any concerns related to discrimination, harassment and bias. As a college with an incredibly diverse student and staff population and zero tolerance for discrimination, harassment or bias targeting any group or individual, it is important for us to come together in a safe environment where campus leaders can learn of concerns so they can be directly addressed. Future conversations are planned for spring quarter to build upon this important dialogue.

### **Eleven Faculty Members Awarded Tenure**

March 10 was a great day for South, with 11 of our most deserving faculty members being awarded tenure by the Seattle Colleges Board of Trustees. These individuals have worked very hard to achieve this milestone in their careers, and I want to personally thank them for the many ways they have contributed to our college and students' success. Tenure recipients include Anton Amaratunge (Aviation), Rick Baker (Welding), Mary Beans (Teach Tech B.A.S.), Jim Bentley (Aviation), Ryan Dorman (Math), Ravi Gandham (Computer Science), Ken Johnson (Welding), Tish Lopez (English), Ruben Murcia (Biology), Elizabeth Schoene (Physics) and Paige Talbot (English). Pamela Wilkins (Librarian), awarded tenure last October, was officially recognized this March.

### **Great Students Represent South on All-Washington Team**

South students Austin Tugade and Musa Abdi have been named to the All-Washington Academic Team. Each year, two students from each of Washington's community and technical colleges are selected for the honor by the Phi Theta Kappa Honor Society, and their accomplishments – both in the classroom and in their communities – were celebrated at South Puget Sound Community College on March 24. I was honored to join Austin and Musa on that day, and am proud to know such quality students are studying at South. Austin, originally from the Philippines, is studying geology with a 3.99 GPA and Musa, originally from Ethiopia, plans to attend medical school and become a doctor after transferring from South with a 3.5 GPA.

### **Exciting Work on the Horizon at Labor Education & Research Center**

Kelly Coogan-Gehr is the new director of the Washington State Labor Education & Research Center (WALERC, located on our Georgetown campus), and Kelly and her team are busy developing a strategic plan for the coming years. Promising initiatives in the works at WALERC include expanding multi-union educational and leadership training across the state, sponsoring an Inaugural Workplace Rights Institute and Emerging Leaders Initiative Conference, and developing readily-accessible higher education programming on labor studies to fill a pedagogical gap created by the recent closure of the National Labor College in Washington, D.C.

### **South Programs and Services in the News**

Great things are happening at South every day, and recent media coverage has highlighted just a few. After holding our celebration of a Pratt & Whitney 777 engine donated by Boeing on February 29, King 5 News, Q13 Fox and hyperlocal media outlets shared the good news for current and future Aviation Maintenance Technology students. Community College Daily – a national publication focused on community and technical colleges – highlighted our 13<sup>th</sup> Year Promise Scholarship. Finally, King 5 reporter Ted Land did an in-depth feature story on a Syrian family who recently relocated to the Seattle area. The story shared that as they work to integrate into a new society and gain a stable foundation, the parents have begun taking English-as-a-Second Language classes in South's Basic and Transitional Studies program.





March 31, 2016

To: Seattle Colleges District Board of Trustees

From: Annette Stofer, AFT Seattle President

Re: Report to the Board for April 2016

As we enter Spring quarter, negotiations are in the spotlight. Things have started on a positive footing, and the teams have found common interests that we hope will guide our conversations. The faculty union appreciates the open dialog that we have been able to have so far. Building trust with one another is the key to solving problems together. We all want to focus on the connection between student success and faculty working conditions. Our work will relate back to the needs of students as we also look for ways to meet the needs of our faculty.

During the Winter quarter, AFT Seattle had a membership drive in which we tried to meet with faculty who were not yet union members. We shared information and listened to the concerns of faculty. It makes sense that most non-members are part-time faculty. It is not easy to meet with this large group of people—they may have no office, no work phone, and they may be on campus only to set up for class and then teach it. They may not have the time or opportunity to be involved in other activities and therefore be around campus to make connections with students, colleagues, and administrators. We knew of the challenge of talking with part-time faculty, but now see the reality of it.

Our union leadership has found ourselves discussing how to address incivility and troubling communications among faculty, some that have been very public in our workplace exchanges. It seems that our society has become more tolerant of public statements that are discriminatory and hurtful. It seems to have sent a message that anything goes. Our executive board has taken actions against this sort of behavior, and will continue to show that we will not condone such speech. We are committed to a safe and inclusive organization that expects only the highest level of professionalism from our leaders and members.

Respectfully,

Annette Stofer

MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

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

DATE: April 14, 2016

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT -Information Only

- Universal Technology Funds have been awarded with a total of \$337,985.03 allocated to various programs and projects on campus. Requested items include but are not limited to: medical equipment, NetID Servers, graphic and LCD tablets, digital signage, and laptops and projectors. All items requested must go directly toward the benefit of students.
- All-Gender bathrooms – A survey put together by Student Leadership’s Research and Advocacy Board has gone out to all students with responses by more than 900 students in the first 4 days. The majority of responses thus far have been positive. Next steps will be for an employee survey to go out on 3/16 and a survey to go out to the OCE&E at a later date. Data analysis will be completed post-survey in the next several weeks.
- Events – International Women’s day on 3/8 was a hit with over 300 people in attendance. PI day on 3/14 was also successful with 150 people in attendance. The Event’s Board will have a shift in leadership beginning Spring Quarter when the current coordinator will be going to Western Washington University. A current student leader will be stepping up to fill the role for the remainder of the year.
- Hiring – Student Leadership has begun the hiring process for the 2016-2017 school year. Applications have gone out and are due back on 4/22. The committee is still being put together and will be comprised of student leaders, a student at-large, staff, and faculty. Student Leadership is hoping to hire between 30-40 individuals.

**Seattle Central  
College**

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**Associated Student Council**

**TO: Board Of Trustees  
Seattle College District**

**FROM: Nickey Mitchell  
Executive of Administration  
Seattle Central Associated Student Council**

**DATE: 04/14/16**

**SUBJECT: Associated Student Council Report - Information Only**

**March 19th, 2016 - Capital Hill & University Link Light Rail Stations Open**

On March 19th, both the Capital Hill & University stations had their grand public opening. This is a huge deal for many students including myself who uses the lightrail daily. Thousands of people and students will be able to effortlessly commute to Seattle Central in forty minutes or less. To celebrate, there was the public opening and the private opening on March 18th. I attended both and the gala afterwards. My picture is also posted in the Capital Hill station's west entrance advertising the college.

**March 16th, 2016 - Update from SCC Caucus & Presidential Election Committee**

As of March 16th, I had received information from all major parties in Washington state for the Seattle Central Caucus & Presidential Election Committee. By doing so, students involved know all the options available to them and can make an informed decision when it comes to politics. We reached out to Socialist Alternative, the Libertarian Party, Democratic Party, Republican Party, and Green Party to get the dates of caucuses, and candidate information and how students can get involved.

**March 15th, 2016 - Approval of New Library Chairs**

The students of Seattle Central College will be sitting more comfortably in the library soon thanks to an approval from the S&A Funds Committee to fund the purchase of three hundred and sixty six new library study chairs. One hundred thousand dollars was approved to cover this purchase.

**March 5th, 2016 - Camp Long Leadership Retreat**

On March 5th, we spent the day to bring the student leadership of Seattle Central closer together. Exercises in trust and communication were performed as well as discussion on how we can be better leaders to each other, ourselves, and the students we serve. Also, there was a campfire and s'mores.

**March 2nd, 2016 - Open House**

As Spring Quarter approaches we need to find students who will carry the mantle of student leadership for the next academic year. Student Leadership once again held an open house to good success. This time the focus was on all the board members who will be replaced including next year's Executives of the Associated Student Council. The deadline for leadership applications is May 2nd.

**March 1st-5th, 2016 - Health Week at Seattle Central**

Health is important, which is why the first week of March was dedicated to health and wellness information for students at the Mitchell Activity Center. Students were encouraged to learn more about health and engage with community organization to better their lives.

**--END OF REPORT**

# SOUTH SEATTLE COLLEGE

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United Student Association

## MEMORANDUM

**TO:** Board of Trustees  
Seattle Colleges

**FROM:** Ryan Lonergan  
President, United Student Association  
South Seattle College

**DATE:** April 14th, 2016

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

### **SELECTION COMMITTEE FOR VACANT USA OFFICER POSITION**

Due to a resignation and position changes within the United Student Association at South, the Community Service Officer position was left vacant during winter quarter. To fill this vacancy, a selection committee was formed and chaired by Rifka Bahaman, USA's current Communications Officer, before the opening was advertised to the campus. Overall, 25 students attended mandatory orientations and after an application process and individual interviews, one candidate was hired for the position. After reviewing her thoughtful and insightful answers, Zhao "Zoe" Yi was selected for the position and will be joining the USA team for spring quarter.

### **GANG OF FOUR GUEST SPEAKERS – February 3rd**

On February 3rd, Larry Gossett and Bob Santos visited our campus to discuss racial issues still affecting our community. As the two surviving members of the Gang of Four, a group of Seattle based activists who fought for minority rights around the city, they brought with them a unique perspective for South students and faculty regarding racial issues. Just as they went across racial divides to bring about positive changes for the city, they urged students to do the same for issues that still affect people of color to this day. The event was well received and many felt empowered by their words.

### **IF THESE HALLS COULD TALK DOCUMENTARY SCREENING - March 1st**

Yousuf Dirie, USA's Vice-President, lead a documentary screening and discussion based around the film, "If These Halls Could Talk." The film focused on how college students perceive racial issues and proved to incite provoking and challenging discussion on the topic. Panelists were asked about their perception of race in a college setting and fielded questions from the audience as well. While it was a difficult topic to address, the event was successful and many students left with new ideas about race, equality and equity.

### **MY BELIEF SYSTEM - March 3rd**

The Student Activity Programs' team hosted a cultural fair on March 3rd which was the first of its kind at the college. Students were encouraged to showcase their own cultures in order to spread awareness about their unique customs, histories and traditions. A variety of cultures were represented, such as Chinese, Khmer, Mexican and Thai to name a few. Students found it to be an engaging event that made them feel included in the cultures of their peers. Poster board presentations created for the event will be displayed in the library and plans are being made to repeat the event next year.