



# Board of Trustees Meeting

March 9, 2017

Seattle Central College

Broadway Performance Hall Boardroom

1701 Broadway

Seattle, WA, 98122



## **SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES**

**March 9, 2017**

**STUDY SESSION**

Seattle Central College  
1701 Broadway  
Seattle WA 98122

2:00 p.m. Broadway Performance Hall Boardroom

**REGULAR SESSION**

Seattle Central College  
1701 Broadway  
Seattle WA 98122

3:00 p.m. Broadway Performance Hall Boardroom

**TENURE RECEPTION**

Seattle Central College  
1701 Broadway  
Seattle WA 98122

4:30p.m. Broadway-Edison Building Atrium

### **STUDY SESSION AGENDA**

**2:00 p.m. STUDY SESSION**

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

**2:45 p.m.** Board Business  
a. Strategic Planning

**REGULAR SESSION AGENDA**

<b>3:00 p.m.</b>	<b>CALL TO ORDER</b>	
<b>3:00 p.m.</b>	<b>ROLL CALL</b>	
<b>3:05 p.m.</b>	<b>APPROVAL OF AGENDA   ACTION</b>	<b>Tab 1</b>
<b>3:05 p.m.</b>	<b>PUBLIC COMMENTS</b>  Up to fifteen minutes are regularly set aside for people to express their views on any matter except those restricted to Executive Session.	
<b>3:20 p.m.</b>	<b>PRESENTATION</b> Embedded Advising: An Innovative Collaboration Between Instruction and Student Services <i>Presenters: Bill Spence, Interim Director, Advising and College Transfer; Leon Lewis, Program Coordinator, Advising and College Transfer; Kaitlin McClanahan, English Instructor; Erin Steinke, English Instructor</i>	
<b>3:35 p.m.</b>	<b>RECOMMENDED BOARD ACTIONS   ACTION</b>	
	A. Minutes from February 9	<b>Tab 2</b>
	B. Recommended Approval of Tenure	<b>Tab 3</b>
	C. Recommended Tenure Probationary Period Extension	<b>Tab 4</b>
	D. 2017-18 Budget Development Process	<b>Tab 5</b>
	E. Policy 281, E-mail Use – Second Reading	<b>Tab 6</b>
<b>4:00 p.m.</b>	<b>INFORMATIONAL ITEMS</b>	
	A. Legislative Update i. Preliminary Projected Budget for FY2017-18	<b>Tab 7</b>
	B. Repeal of WAC 132F-419, Sexual Harassment – First Reading	<b>Tab 8</b>
<b>4:30 p.m.</b>	<b>ORAL REPORTS</b>	
	A. Chancellor's Report	
	B. Chair's Report	
	C. Report from Host President and Student Representative 1. Dr. Sheila Edwards Lange	

2. Ms. Kristina Sawyckyj

Other reports as necessary:

D. Reports from Labor Union Representative

1. Ms. Annette Stofer, AFT Seattle Community Colleges
2. Mr. Ty Pethe, Washington Federation of State Employees
3. Mr. Bob Sullivan, AFT-SPS

E. Associated Student Body Presidents

1. Ms. Sara Michelassi, North Seattle College
2. Mr. Jacky Tran, South Seattle College

F. College Presidents, Vice Chancellors, CHRO

G. Board of Trustees

5:00 p.m.

**ADJOURNMENT**

Tenure reception will follow in the Atrium in the Broadway-Edison Building.

The next regular meeting of the Board of Trustees is on Thursday, April 13, 2016 at Siegal Center, 1500 Harvard Avenue, Seattle WA 98122 in the Boardroom. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m.

**EXECUTIVE SESSION(S)**

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



**MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING** held Thursday, February 9 at South Seattle College, 6000 16<sup>th</sup> Avenue SW, Seattle 98106.

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

Trustees	Ms. Louise Chernin Mr. Jorge Carrasco Ms. Carmen Gayton Mr. Steve Hill
Chancellor	Dr. Shouan Pan
Presidents	Dr. Warren Brown, NSC Dr. Sheila Edwards Lange, SCC Mr. Gary Oertli, SSC
Vice Chancellors, Chief Human Resources Officer	Dr. Mary Ellen O’Keeffe Dr. Kurt Buttleman Dr. Dave Blake
Advisory Representatives	Ms. Maureen Shadair Mr. Derek Edwards, AAG Ms. Annette Stofer, AFT Mr. Robert Sullivan Mr. Jacky Tran Ms. Kristina Sawycky Ms. Sara Michelassi
Secretary	Ms. Rebecca Hansen
Absent	Ms. Teresita Batayola Mr. Ty Pethe

Visitors who signed in: Karen Franklin, Wendy Schneider, Earnest Phillips, Lincoln Ferris, Maria Lamarca Anderson, Jake Ashcraft, Rick Downs, Heather Foss, Ty Swenson, Jenn Brandon, Jon Nachman, Dorianne Chinn, Marady Duong, Miranda S., Kenneth Walti, Cristine C., Jean Floten

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

**Trustee Chernin called the meeting to order at 3:04pm**

### **ROLL CALL**

Rebecca Hansen called the roll.

### **ACCOLADE – TRANSFORMING LIVES AWARDS**

*Mark Bennett – Seattle Central College*  
*Marlon DuCouto – North Seattle College*  
*Marady Duong – South Seattle College*

The college presidents shared the inspiring story of the student nominated from their college. Marady Duong, the nominee from South, was one of five statewide award winners. Ms. Duong attended the meeting and was presented with a certificate and award.

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

**Trustee Carrasco made a motion to approve the agenda and Trustee Hill seconded. The motion carried 4-0.**

### **PUBLIC COMMENTS**

Marady Duong, a former student, addressed the board and urged them to support ESL/ABE instructors.

Ignacio Garnica, a current student who has progressed from being an ESL student, through ABE classes, completed High School 21 and earned his high school diploma, is now studying welding and urged support for the ESL instructors who got him started on his education path.

Krisna Mandiano is a social activities officer in student government at South Seattle College and a formerly undocumented student. She urged support for an undocumented student center on the South Seattle College campus.

Caterina Luzak is an ESL student from Italy. She expressed gratitude for the education she received at South.

### **PRESENTATION**

Ready! Set! Transfer! Academy 2.0 : Supporting and Understanding Low-Income STEM Students from Developmental Math to Transfer

*Presenters: Gary Oertli, President; Pete Lortz, Vice President of Instruction; Jake Ashcraft and Rick Downs, Academic Faculty, Co-Directors of RST*

RST! is a project funded by the National Science Foundation and began in 2010. South Seattle College was recently awarded a renewal grant for 5 million dollars over 5 years.

Some key benefits to students participating in the RST! Academy include, STEM faculty mentoring, a strong community of other STEM students, a STEM speaker series, paid undergraduate research, capstone projects, and advising and transfer workshops. These support systems yield impressive data that shows that RST students persist, complete and transfer at almost double the rate of other STEM students.

The funding from the renewal grant will focus on STEM students in Developmental Math. South Seattle College will also contribute to a Longitudinal Ethnography Study to determine the reasons why these interventions and support systems work for students.

#### RECOMMENDED BOARD ACTIONS | ACTION

A. Minutes from January 12 and January 17

**Trustee Carrasco made a motion to approve the minutes and Trustee Gayton seconded. The motion carried 4-0.**

B. WAC 132F-136-030, Facilities, Limitation of Use – Second Reading

**Trustee Carrasco made a motion to approve the revisions to WAC 132F-136-030 and Trustee Gayton seconded. The motion carried 4-0.**

C. Policy 258, Enterprise Activities – Second Reading

**Trustee Carrasco made a motion to approve Policy 258 and Trustee Gayton seconded. The motion carried 4-0.**

#### INFORMATIONAL ITEMS

A. Policy 281, E-mail use – First Reading

In Fall 2016, a district-wide committee was formed to make recommendations and draft an email policy for district employees. The recommended policy has been reviewed by Executive Cabinet and reminds employees that their @seattlecolleges.edu email is a state resource to be used for business purpose and also offers a venue for communication that is not official in nature. The goal of this policy is to distinguish between official email and other conversations while striking a balance between the open exchange of ideas and clearly conveying official messages from administration. The proposed policy will come back to the board for a second reading in March.

B. Program Viability Process and Timeline

Chancellor Pan thanked Mary Ellen O’Keeffe and the Vice Presidents of Instruction for developing a process that establishes common data to evaluate programs across the district and an agreed upon timeline.

Trustees expressed general support and agreed that in order to build enrollment, the colleges need to prioritize adding life and our limited resources to those programs that are in-demand.

Trustee Carrasco recommended aligning the one-year review process with the budget process and conducting the review district-wide instead of by college. He also recommended having a finance officer serve on the review committee.

Steve Hill asked about board involvement and requested that the board receive timely updates. For programs that may potentially close, the board requested updates at key milestones prior to a recommendation for program closure.

#### C. 2017-18 Budget Process – First Reading

The 2017-18 Budget Process was presented at the January study session and the revised process incorporates the input received in January.

Trustee Carrasco clarified the difference between strategic priorities set by the board and budget priorities that are set by the colleges, with the chancellor accountable. He asked that the budget be presented in a thoughtful format that helps inform the board about priorities and budget choices.

The 2017-18 Budget Process will be reviewed by the board again with a request for approval at the March meeting.

#### D. Quarterly Financial Report

Chancellor Pan gave a summary of the quarterly financial report and reported that tuition revenue is down and spending is within budget. Increasing enrollment is critical to achieving greater tuition revenue.

Trustee Carrasco suggested that while tuition revenue and international enrollment are down, evaluating program viability and generating more FTEs in those in-demand programs is critical to budget stability.

#### E. Legislative Update

Chancellor Pan reported that he and the college presidents have been in Olympia meeting with legislators and will continue to have a consistent presence throughout the legislative session. While in Olympia, the chancellor and presidents are advocating for system-wide budget needs for ctcs. They are also working with the unions to advocate for regional pay for Seattle Colleges employees.

Senator Frockt and Representative Pollett have proposed a bill to fund a statewide 13<sup>th</sup> year model. Students from North Seattle College have been advocating for support of that bill and have gone to Olympia to testify. The ctcs are also working with the four-year colleges and universities to put a revenue package based on a 4 percent capital gains tax before the legislature. A bill has been drafted and is sponsored in the House by Representatives Pollett and Santos. Friday, February 10 is the cutoff for introduction of new bills.



## ORAL REPORTS

### Chancellor's Report

Chancellor Pan presented a concept paper about system integration.

In response, the board expressed appreciation for the chancellor's vision and responsiveness to board's directives upon hiring him. The board supports the chancellor and the entire college community moving toward this vision.

Louise Chernin asked for a motion to endorse the concept paper. **Trustee Hill made a motion to support the concept and direction of this paper. Trustee Carrasco seconded. The motion carried 4-0.**

Chancellor Pan introduced Dr. Jean Floten, who has been retained as a consultant to advise on organizational structure and staffing.

### Chair's Report

Louise Chernin gave an update on the board's strategic planning retreat. The board decided to move toward one mission and vision for Seattle Colleges. This change will help develop a compelling story that harnesses our strength as a district and presents our collective impact. By leveraging our collective strengths, the board seeks to grow stronger partnerships and broader support.

Trustee Chernin also reported on the ACT conference in Olympia and noted that Chris Reykdahl, Superintendent of Public Instruction, gave a presentation with innovative ideas.

### Report from South Seattle College President and Student Representative

Mr. Gary Oertli reported that the Gifts from the Earth fundraiser netted almost \$280,000. He also reported that a team recently attended the fourth Pathways Project institute and continues to track progress toward the goal of doubling or even tripling current completion rates. South also recently held a workshop for Exempt staff put on by the Council on American-Islamic Relations (CAIR).

Mr. Jacky Tran reported on progress establishing a food pantry on campus. Students recently requested funds from S&A to purchase shelving and an initial stock of food. He also reported on legislative advocacy for undocumented students.

### Reports from Labor Union Representatives

Mr. Bob Sullivan, AFT-SPS reported that on February 1, the union held a call-a-thon and wrote letters to state legislators.

### Student Reports

Ms. Sara Michelassi from North Seattle College reported that the student textbook accessibility program provided assistance to more than 50 students this quarter. She also reported that the

campus food pantry has established key partnerships with Food Helpline and the University District food bank that will allow greater access to food for students in need.

#### ADJOURNMENT

**The meeting adjourned at 5:02pm.**

The next meeting of the Board of Trustees will be held on Thursday, March 9, 2017 at Seattle Central College, 1701 Broadway, Seattle 98122 in the Broadway Performance Hall Boardroom. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m. A reception honoring Tenured Faculty will be held in the Broadway-Edison Building Atrium following the March 9 Board meeting.

#### **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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Louise Chernin, Acting Chair on 02/09/17

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Date of Approval



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan

**DATE:** March 9, 2017

**SUBJECT:** Recommended Approval of Tenure

### Background

You have received tenure summaries for review and consideration for 12 faculty members. The faculty members listed below have been found to be qualified in their fields as instructors, and have been recommended for tenure in their discipline by their college tenure review committee, vice president for instruction, and president. I concur with these recommendations.

#### North Seattle College

Alexandra Abeyta	ABE/GED
Charles Eckard	Electronics
Beth Goss	Parent Education
Zola Mumford	Library

#### Seattle Central College

Vero Barrera-Kolb	Humanities
Althea Lazarro	Library
Helena Ribeiro	English
Marjorie Richards	ESL
Patricia Russell	Social and Human Services
Joel Shaver	English

#### South Seattle College

Victoria Hardy	Sustainable Building Science BAS
Todd Jones	Automotive Technology

**Recommended Action**

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

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

  
Dr. Shouan Pan  
Chancellor



**SEATTLE  
COLLEGES**

Central • North • South • SVI

OFFICE OF THE CHANCELLOR

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

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan

**DATE:** March 9, 2017

**SUBJECT:** Recommended Tenure Probationary Period Extension for Frances Mooney

### Background

You have received the college tenure review committee's tenure extension and performance improvement plan for Frances Mooney, Health & Human Services faculty at North Seattle College. The faculty has been recommended for a three quarter probationary period extension to the fourth year by their college tenure review committee, vice president of instruction, and president. I concur with this recommendation.

### Recommended Action

It is recommended that the Board of Trustees, having given reasonable consideration to the recommendation of the tenure review committee, as well as the vice president's and president's recommendations, grant a three quarter probationary period extension to the fourth year for Frances Mooney.

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

  
Dr. Shouan Pan  
Chancellor

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan

**DATE:** March 9, 2017

**SUBJECT:** 2017-18 Budget Development Process – Second Reading

**Background**

The Board of Trustees asked Chancellor Pan to outline a budget development process that is linked to Strategic Priorities, program driven, and conducive to substantive and meaningful guidance and involvement by the Board of Trustees at the early phase of building college and district budgets. The attached process was developed with Vice Chancellor Kurt Buttleman in consultation with Trustees Hill and Carrasco acting as fiscal subcommittee members, and incorporates input received from the full board. The proposed timeline calls for the 2017-2018 budget to be presented and approved by the board at the June 2017 board meeting, before the beginning of the 2017-2018 Fiscal Year. Any necessary changes to the preliminary budget may be submitted at the September or October 2017 board meeting.

**Recommended Action**

It is recommended that the Seattle Colleges Board of Trustees approve the Budget Development Process for 2017-18.

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

  
Dr. Shouan Pan  
Chancellor

Seattle Colleges  
**Budget Development Process**  
March 3, 2017

The planning and budgeting process is designed to achieve the best possible alignment between financial resources and the ultimate goal of advancing student achievement. This new process outlines key elements and a sequence of the major steps for financial planning and budgeting at Seattle Colleges.

- I. **Engage the Board of Trustees in setting policy directions for budget development and financial management** (November)
  1. Members of the Board of Trustees' Finance Sub-Committee, the chancellor and vice-chancellor of finance and information technology, will meet at the outset of the annual budget development cycle to establish policies, principle, and priorities that serve to guide the budget development and financial management.
  2. Results of preliminary discussions will be reviewed for input and endorsement by the full Board at the subsequent Board meeting.
- II. **Develop organizational plans and strategies that reflect strategic priorities** ( January –February)

The Chancellor is responsible for working with college presidents and vice chancellor of finance and information technology for developing and implementing strategies for achieving system priorities:

- Align budget recommendations with proven best practices that address the college and district achievement gaps.
  - Adopt and implement strategies that address the causes of the challenges each college faces, that are consistent with proven practices, and that include a set of action steps that uniquely fit the college's circumstances.
- III. **Develop a preliminary budget** (March-April)
    1. The vice chancellor of finance and information technology and college vice presidents for administration are responsible for developing a proposed budget that aligns with the district budgeting principles and priorities and serves to enact the identified strategies and resource allocation. The preliminary budget will include the following:
      - Resource estimates for the coming fiscal year

- The base expenditure budgets
  - Prioritized spending plan to enact the key strategies
  - Fund allocations based on the results of the prioritization process
  - Estimation of preliminary deficit or carry-forward.
2. The chancellor and college presidents present to the Board of Trustees budget adjustments or alignments that support district strategic priorities and ask for Board feedback.

#### **IV. Communicate the preliminary budgets to key stakeholders (May)**

A public document will be created to communicate the stories of Seattle Colleges' short- and long-term priorities, the challenges it faces, and how it plans to use its resources to address the challenges.

1. The college presidents, together with the chancellor and vice chancellor for finance and information technology, will be responsible for holding open forums to present the preliminary budget at individual colleges and the district office.
2. The chancellor and vice chancellor for finance and information technology are responsible for preparing and communicating the annual budget message to employees, the Chancellor's Advisory Council, and other public stakeholders.

#### **V. Budget approval and adoption (June)**

The chancellor presents the final annual budget to the Board for approval at the June Board meeting. The proposed budget should present intentional budget choices with the purpose of supporting strategic priorities and organizational outcomes established by the Board. Any amendments to the annual budget, based on the timing of receiving final state allocation and tuition collection, will be presented to the Board for final adoption at the September or October Board meeting.

#### **VI. Monitor performance and evaluate outcomes from budget decisions**

The chancellor, vice chancellor for finance and information technology, and the college presidents are responsible for monitoring performance and evaluating outcomes based on pre-established goals and making timely adjustments. The vice chancellor for finance and information technology is responsible for providing quarterly financial reports to the Board of Trustees.



**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan

**DATE:** March 9, 2017

**SUBJECT:** Policy 281, E-mail Use – Second Reading

**Background**

Chancellor Pan convened a district-wide committee to recommend a new policy to define appropriate use of State email systems for the district. The committee, chaired by the Chief Human Resources Officer and District IT Director, submitted their findings and recommendations to the Chancellor's Executive Cabinet, who approved the proposed policy.

**Recommended Action**

It is recommended that the Seattle Colleges Board of Trustees approve Policy 281.

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



Dr. Shouan Pan,  
Chancellor

# **SEATTLE COLLEGE DISTRICT PROPOSED POLICY**

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**NUMBER:** 281

**TITLE:** E-mail Use

**PURPOSE:** To create a policy regarding email communications to all employees consistent with Policy 259 on Use of Electronic Resources

## **PROPOSED POLICY:**

Seattle Colleges has adopted the following e-mail use policy for e-mail communications to all employees consistent with District policy 259 on Use of Electronic Resources.

The District's mission statements encourage learning, research, creativity, teaching, and the free exchange of ideas in a climate of openness and sharing.

**Seattle College District will utilize e-mail distribution lists as means to communicate official business to all faculty and staff.**

Procedure 281 describes the process for faculty and staff to request District or Campus to communicate official messages to all on the distribution lists.

**Faculty and staff wishing to participate in the free exchange of ideas may opt-in to a separate, unmoderated distribution list for discussions consistent with our mission.**

All rules governing e-mail use at both the State and District level are applicable to the unmoderated distribution lists.

Employees must request to be added to this distribution list.

*Board of Trustees – Revision & Adoption History*

*Adopted:*

*Revised:*

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman

**DATE:** March 9 2017

**SUBJECT:** Projected 2017-18 Budget - Information only

**Background**

The Governor released his 2017-19 Biennial Operating Budget in December, 2016. A summary of his budget at the SBCTC level compared to the original request is attached. A few of the Governor's key proposals for the State of Washington's Community and Technical College system are:

- Tuition is frozen both years of the next biennium. Current policy (College Affordability Act) would have allowed increases up to 2.2% and 2%, so a tuition backfill of \$21 million is provided.
- Ten million is invested in community and technical college student academic preparedness, including \$8.5 million to support Guided Pathways at all colleges and \$1.5 million to expand MESA to six more colleges.
- Salary increases are provided for all employees consistent with the 2% - 2% - 2% increases in the tentative civil service collective bargaining agreements. Like last biennium, the Governor's compensation policy provides funding split according to actual expenditures. Therefore, some costs (approximately 30%) are expected to be borne by the tuition account. This is the same policy applied to all other state agencies with funding splits. The \$21 million in tuition backfill is expected to help in this regard.
- State Need Grant is expanded to serve 14,000 new students with a \$116 million investment. This reduces the unserved population by half. An additional \$30 million is provided to restore previous reductions and maintain current service levels.
- The Opportunity Scholarship is expanded to students enrolled in professional-technical certificates and degrees. The Governor provides \$3 million in state funds to be matched by \$3 million in private contributions.

Within the Seattle Colleges, we continue to engage in budget development processes. We have provided the attached BEST CASE SCENARIO information for the colleges to use in their conversations. As you can see, there are a number of assumptions inherent in this projection at this time. As the House and Senate release their budget proposals, we will update the information accordingly. This projection will likely change as new information becomes available and as internal decisions around the guiding principles are made.

**Recommendation**

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

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.



Dr. Shouan Pan  
Chancellor

**2017-19 Biennial Budget Proposals**  
**Community & Technical College System**

*Near General Fund State (NGF-P)*

*Dollars in Thousands*

Budget Items	SBCTC Proposed			Gov Inslee Proposed			Gov compared to SBCTC (biennial)
	FY 2018	FY 2019	TOTAL	FY 2018	FY 2019	TOTAL	
<b>Total Carry Forward Level</b>	<b>697,157</b>	<b>697,233</b>	<b>1,394,390</b>	<b>697,157</b>	<b>697,233</b>	<b>1,394,390</b>	-
Policy Level							-
Academic and Career Planning	40,500	40,500	81,000	5,000	5,000	10,000	(71,000)
Emergency Preparedness	3,400	3,400	6,800			-	(6,800)
Expand Opportunity Grant Program	5,140	5,140	10,280			-	(10,280)
Dedicated Funding for I-BEST	5,625	5,625	11,250			-	(11,250)
Resolving Student Complaints	3,400	3,400	6,800			-	(6,800)
M&O for Facilities		120	120			-	(120)
M&O for Non-State Funded Facilities	1,712	1,754	3,466			-	(3,466)
Tuition Revenue Backfill (to cover freeze)				7,200	13,800	21,000	21,000
Labor Education & Research Center				389	389	778	778
Policy Level - Compensation						-	-
Aligning Employee Salary Increases	4,100	13,400	17,500	6,185	16,348	22,533	5,033
Invest in Learning and Teaching	5,515	11,053	16,568				(16,568)
Health Benefit Rate Change				9,717	16,708	26,425	26,425
<b>Subtotal - Policy Level Changes</b>	<b>69,392</b>	<b>84,392</b>	<b>153,784</b>	<b>28,591</b>	<b>52,333</b>	<b>80,924</b>	<b>(72,860)</b>
<b>2017-19 Total Proposed Budget</b>	<b>782,212</b>	<b>812,352</b>	<b>1,594,564</b>	<b>738,587</b>	<b>771,988</b>	<b>1,510,575</b>	<b>(83,989)</b>
% Change from Current Biennium	10%	12%	11%	4%	7%	6%	-5%

\*Other maintenance level items include: Leases, M&O, Tuition backfill inflation, Central Services and other comp adjustments.

Tuition Policy	N/A	In 2015, the College Affordability Plan policy reduced tuition for two years and allowed it to increase according to changes in median family wage beginning in 2017-19. The Governor's budget proposes to freeze tuition (operating fee), holding it at current levels through 2017-19. To compensate colleges for foregone revenue, \$21 million of tuition revenue backfill is provided to cover increases that would have been allowed under current policy (estimated at 2.7% and 2%).
Financial Aid Policy	State Board encourages increase of State Need Grant. Budget proposes \$10.2M increase for the Opportunity Grant program.	State Need Grant is increased by \$116 million to serve 14,000 more students (half of the unserved students).
Compensation Policy	Provides legally required cost of living increases (I-732) and pay increases for all employees consistent with the State's Collectively Bargained Agreement (2% on July 1, 2017, 2% on July 1, 2018 and 2% on Jan. 1, 2019)	Provides funding for all civil service collectively bargained agreements and parity for non-represented employees. I-732 is funded at Maintenance Level, but then at Policy Level the Governor's budget opts to fund I-732 employees at the level of all represented employees with small adjustments to address difference between those rates and Seattle CPI. Also provides funding for the minimum wage initiative.

Projected Adjustments using Governor's Budget Proposal updated 3/1/17 by KRB (BEST CASE SCENARIO)							
27-Feb-17							
	Central	North	South	SVI	District Office	District-wide	Total
Tuition Revenue Backfill (10% of total)	271,577	202,399	227,297	18,728			720,000
Academic & Career Planning (10% of total)	188,595	140,555	157,845	13,005			500,000
Seattle Colleges' local share of salary increases	(203,682)	(151,799)	(170,472)	(14,046)			(540,000)
Seattle Colleges' Tuition reduction PROJECTED	(565,784)	(421,665)	(473,535)	(39,016)			(1,500,000)
SBCTC reduction PROJECTED	(195,431)	(116,276)	(117,137)	(541,156)			(970,000)
PROJECTED REDUCTIONS	(504,727)	(346,786)	(376,003)	(562,485)	-	-	(1,790,000)
Nursing Program Impacts	(188,595)	(140,555)	(157,845)	(13,005)	500,000		-
	(693,321)	(487,341)	(533,847)	(575,490)	500,000	-	(1,790,000)
<b>Assumptions:</b>							
Seattle = 10% of SBCTC enrollment and Tuition backfill and Acad & Career Planning funds are distributed based on enrollment							
Seattle enrollment changes are in line with the other ctc's across the state.							
District-wide budget continues to track as originally budgeted.							
Health Rate changes are a pass through in terms of operating budget impact							
Provisoes & Earmarks continue in 17/19 budget							
Colleges and District budgets are balanced for FY 1617 / No new decisions on SVI at this time.							
District Office has no changes other than nursing increase of \$500k							
<b>Uncertain items (Provisoes / Earmarks)</b>	<b>Central</b>	<b>North</b>	<b>South</b>	<b>SVI</b>	<b>District Office</b>	<b>District-wide</b>	<b>Total</b>
MESA Program	125,000						125,000
HEET		397,034		252,420			649,454
Aerospace Apprent			149,481				149,481
Aerospace Enrollment		424,824	856,057				1,280,881
Allied Health Prog (Pac Tower)	425,000						425,000
Labor Education & Research Center			162,868				162,868
Maritime Industries	255,000						255,000
Opportunity Grants	350,000	300,000	290,000				940,000
Disability Accommodations	37,948	42,042	28,815				108,805
Students of Color	50,006	30,875	43,837	4,873			129,591
Workforce Dev Projects		110,338	150,000				260,338
	<b>1,242,954</b>	<b>1,305,113</b>	<b>1,681,058</b>	<b>257,293</b>	<b>-</b>	<b>-</b>	<b>4,486,418</b>
<b>Other factors to consider locally:</b>							
BAS Tuition							
International Tuition							
Worker Retraining enrollment impacts							
Indirect Cost recoveries							
Carryforward utilization							
Labor Education & Research Center			389,000				389,000

check

	Central	North	South	SVI		
FTEs	4974		3707	4163	343	13187
	37.72%		28.11%	31.57%	2.60%	100.00%

Salary Increases						
Total Salaries	\$	90,000,000				
Local share			30%			
Increases for 1718			2%			
	\$	540,000				

k



**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan  
Chancellor

**DATE:** March 9, 2017

**SUBJECT:** Repeal of WAC 132F-419, Sexual Harassment – First Reading

**Background**

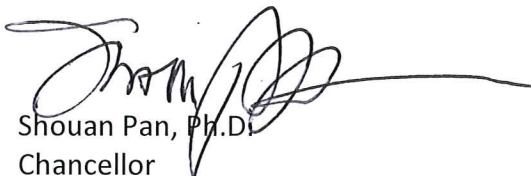
WAC 132F-419 is currently outdated. Derek Edwards, Assistant Attorney General, advised that a sexual harassment policy does not need to be codified in the WAC. The District maintains an internal policy, Seattle Colleges Policy 419, which covers both students and employees. This meets the definition of an internal policy under RCW 34.05.010(16)(i) – “statements concerning only the internal management of an agency and not affecting private rights or procedures available to the public.” The District’s internal policy is current, and will continue to be reviewed regularly.

Following this First Reading, the proposed repeal will be open for public comment and a public hearing will be held. Following public comment, the proposed repeal will come back to the board for a Second Reading and request for approval.

**Recommended Action**

It is recommended that the Seattle Colleges Board of Trustees receive this as information only.

Submitted by and transmitted to the Board as information,

  
Shouan Pan, Ph.D.  
Chancellor

## Chapter 132F-419 WAC

### SEXUAL HARASSMENT

Last Update: 1/6/15

#### WAC

<del>132F-419-010</del>	<del>Sexual harassment policy.</del>
<del>132F-419-020</del>	<del>Procedural guidelines.</del>
<del>132F-419-030</del>	<del>Informal complaint procedures.</del>
<del>132F-419-040</del>	<del>Formal complaint procedures.</del>
<del>132F-419-050</del>	<del>Nondistrict options.</del>
<del>132F-419-060</del>	<del>Appropriate disciplinary action.</del>
<del>132F-419-070</del>	<del>Repeated offenses.</del>

~~**WAC 132F-419-010 Sexual harassment policy.** Sexual harassment is an illegal activity and will not be tolerated in the Seattle College district. Students, faculty, and all other employees of the district shall be made aware that management will investigate all sexual harassment complaints. Awareness activities made available to all college groups will include appropriate training, workshops, and written materials providing information about sexual harassment, its prevention, and complaint procedures. Any employee or student who feels that she/he~~



~~has been sexually harassed is encouraged to deal with the situation as outlined in the appropriate procedures.~~

~~In recognition of the fact that sex discrimination in the form of sexual harassment is a violation of section 703, Title VII of the Civil Rights Act of 1964 and chapter 49.60 RCW, which prohibits discrimination on the basis of race, color, religion, national origin, or sex, Seattle College District hereby declares that sexual harassment of students and/or staff by any member of the district community will not be tolerated.~~

~~(1) For purposes of this policy, sexual harassment will be defined as any behavior or action, either physical or verbal, which is sexual in nature and is uninvited, unwanted, or nonreciprocal; and:~~

~~(a) Submission to it is either an implicit or explicit condition of employment or educational opportunity; or~~

~~(b) Submission to, or rejection of it is used as a basis for employment or educational decisions; or~~

~~(c) It has the purpose or effect of negatively interfering with the individual's work or educational performance or creating an intimidating, hostile, or offensive work or educational environment.~~

~~(2) It may include, but is not limited to the following:~~

~~(a) Unwelcome and/or repeated sexual advances.~~

~~(b) Offensive, disparaging remarks about one's gender or appearance.~~

~~(c) Remarks about one's physical appearance which implies sexual interest.~~

~~(d) Subtle pressure for sexual activity.~~

~~(e) Unnecessary offensive brushes or touches.~~

~~(f) Offensive sexual graffiti.~~

~~(g) Physical aggression such as pinching, patting, or grabbing.~~

~~(h) Sexual innuendos.~~

~~(i) Written communications with sexual overtones.~~

~~(j) Sexually offensive remarks disguised as humor.~~

~~(k) Obscene gestures.~~

~~[Statutory Authority: RCW 28B.50.140(13) and 42.56.040. WSR 15-02-072, § 132F-419-010, filed 1/6/15, effective 2/6/15. Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-010, filed 6/19/85.]~~

~~**WAC 132F-419-020 Procedural guidelines.** (1) Students or district employees who feel they have been victims of sexual harassment by a district employee or student are encouraged to file an informal complaint through the designated college official. The college will carry out any~~

~~investigation in such a way as to protect the rights of both the complainant and the respondent.~~

~~(2) Designated college officials:~~

~~(a) The affirmative action officer of the campus or unit is responsible for immediately initiating the investigative process for alleged infractions of this policy when the complainant is an employee of the district or when a student is complaining against an employee.~~

~~(b) The dean of students is responsible for immediately initiating the investigative process for alleged infractions of this policy where a student is complaining against another student.~~

~~(3) Immediate and appropriate investigative action should be taken regarding alleged acts of sexual harassment involving:~~

~~(a) The conduct of a faculty member in a faculty-student relationship.~~

~~(b) The conduct of an individual in the paid employment of the district who may grant or withhold benefits to students and employees.~~

~~(c) The conduct of any college supervisory employee.~~

~~(d) The conduct between fellow employees of the college.~~

~~(e) The conduct of college agents.~~

~~(f) The conduct of nonemployees when it occurs related to college-sanctioned activities and hampers the educational or college work environment.~~

~~(g) The conduct of students in daily classes and activities.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-020, filed 6/19/85.]~~

~~**WAC 132F-419-030 Informal complaint procedures.** When a person believes that she/he has been sexually harassed, the complainant may contact one of the designated college officials for informal assistance. This person will provide the complainant with procedures and suggestions to enable him/her to resolve the problem or to initiate the appropriate compliant process. Complainants will be informed that they may choose an advocate from an available list or of their own choosing to assist with the process.~~

~~The designated college official will discuss the complaint with the respondent with the intent that the complaint may be resolved in an informal manner based on consent of the parties concerned. Anonymity of the complainant will be protected where appropriate. In the event the severity of the case merits other intervention or is not resolved to the~~

~~satisfaction of the complainant, the following procedures will be followed:~~

~~(a) The complainant shall file a written complaint with the designated college official stating the times, dates, places, and circumstances surrounding the allegations.~~

~~(b) The designated college official will notify the appropriate supervisor who will speak informally with the respondent and provide a copy of the written complaint in an effort to resolve the complaint.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-030, filed 6/19/85.]~~

~~**WAC 132F-419-040 Formal complaint procedures.** If no satisfactory resolution can be achieved at the informal level, the complainant may file a formal written complaint according to the Seattle College District affirmative action plan formal complaint procedures.~~

~~[Statutory Authority: RCW 28B.50.140(13) and 42.56.040. WSR 15-02-072, § 132F-419-040, filed 1/6/15, effective 2/6/15. Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-040, filed 6/19/85.]~~

~~WAC 132F-419-050 Nondistrict options.~~ At any point during these proceedings, the complainant may choose to file sexual harassment complaints concurrently with the Washington state human rights commission, Seattle human rights department, equal employment opportunity commission, Office of Federal Contract Compliance, or the Office of Civil Rights. However, complainants are encouraged to use the internal complaint procedures to resolve complaints.

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-050, filed 6/19/85.]~~

~~WAC 132F-419-060 Appropriate disciplinary action.~~ Findings of discrimination in the form of sexual harassment will result in immediate and appropriate disciplinary action, which may include but is not limited to the following:

- ~~(1) Findings placed in employee's file~~
- ~~(2) Reprimand~~
- ~~(3) Suspension~~
- ~~(4) Dismissal~~

~~In cases of suspension or employment termination, existing procedures for administrative, academic or classified staff shall be followed.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-060, filed 6/19/85.]~~

~~**WAC 132F-419-070 Repeated offenses.** When a complaint is made against someone who has been found in the past to have been in violation of the sexual harassment policy, the person receiving the complaint may determine whether the complaint should be filed initially as a formal complaint or grievance. The disciplinary measure chosen for repeating offenders should take into account the repeated lack of compliance by the offender and should be more severe/extreme.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 85-13-075 (Order 46, Resolution No. 1985-16), § 132F-419-070, filed 6/19/85.]~~

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Shouan Pan, Chancellor  
Members of Executive Cabinet contributed to this report  
**DATE:** March 9, 2017  
**SUBJECT:** January Report to the Board of Trustees, Members of Executive Cabinet contributed to this report.

**I. STUDENT SUCCESS****a. Student Learning, Retention and Completion****College continued 50<sup>th</sup> Anniversary celebration with career exploration event**

Over 60 professionals and 250 students gathered in the Mitchell Activity Center last month for Seattle Central's "Central to Transformation" speed-mentoring event, part of the college's year-long 50<sup>th</sup> anniversary celebration. Students participated in one-hour sessions where they spoke to community and business professionals representing a variety of fields. Students asked questions about the mentor's education path, what it is like in their industry or field and being a first generation college student.

**SCCtv helps prepare graduating students to land jobs**

SCCtv is working with North Seattle College's Nanotechnology Department to take photos of staff and students who are close to graduation. The photos will be used to set up their online resumes and prepare the soon-to-be graduates for job interviews.

**Students receive financial aid awards for 2017-18 Academic Year much earlier**

The Financial Aid Offices at each of the Seattle Colleges is awarding aid for the next academic year five months earlier than years past. This is the result of a federal change that pushed back the start date of the application to October 1 and will give students much more time to plan how they will pay for school in the upcoming school year.

**Seattle Central Students selected for All-Washington Academic Team**

Seattle Central students Spencer Neumiller and Nickey Mitchell were selected for the Phi Theta Kappa (PTK) 2017 All-Washington Academic Team. They will represent Seattle Central at a ceremony at South Puget Sound Community College on March 23. The All-Washington Academic Team started over 20 years ago to honor academic high-achievers from community and technical colleges who have made positive contributions to their communities. Phi Theta



Kappa is an international honor society that recognizes scholarship among two-year college students who are working to complete associate degrees.

### **South Selected for CAEL Workforce Pilot Project**

The Council for Adult and Experiential Learning (CAEL) has selected partnerships of community colleges and workforce development boards in Philadelphia, Miami, Norfolk, and Seattle for a pilot project designed to link workforce systems and community colleges through Prior Learning Assessments (PLA) for adult learner success.

The local Workforce Development Council of Seattle-King County in partnership with South Seattle College was the only west coast entity selected of the four pilot locations. PLA enables non-traditional learners, a population that the National Center for Education Statistics (NCES) projects could encompass more than 30 percent of enrolled students, to complete training and degree programs sooner by awarding them college credit based on the college-level knowledge, skills and abilities they've gained outside of the classroom.

### **Undocumented Student Committee Formed at South**

South Seattle College's Student Services Division has created an Undocumented Students Committee, consisting of staff members dedicated to providing guidance and support to undocumented students enrolled at South. The purpose of this committee is to support the advancement of undocumented students in their goals of achieving a college education. As we navigate a changing political landscape, many students are worried about deportation and separation from their families.

All of Seattle Colleges remain committed to supporting our students and are providing communication to students. Campuses have held Q&A sessions and dedicated staff to assist undocumented students. Students have organized speakers and Q&A events to help students better understand the impacts of the changing landscape.

## **b. Enrollment**

### **North Seattle College Outreach**

North Seattle College aims to help more students who start the admission process enroll in classes and has implemented a calling campaign where students who apply to North get a personalized phone call from admissions staff 24 hours after they apply. NSC has also hosted a number of outreach events, including one attended by 20 College-bound students from Ballard High School who were welcomed by campus leadership and experienced tours, a panel discussion with admission/financial aid experts, and lunch on campus. Outreach recently occurred to Shorewood High School, with visits to math and physics classrooms to talk about

North's STEM program. Open Houses for students interested in B.A.S. programs were also offered for students interested in Application Development, Early Childhood Education and International Business.

North also hosted a high school counselor breakfast for high school counselors in North's catchment area (Ballard, Ingraham, Nathan Hale, Shorewood, Shorecrest and Northgate Middle College). NSC staff updated them on upcoming programs, guided pathway tools and the High School 21+ program. North is scheduling two events for next year with this counselor group.

### **More students enroll at Seattle Central, but in fewer courses**

For Winter Quarter 2017, the number of students (headcount) was up slightly over the previous winter (by .2 percent), but the overall number of FTEs was down (by 3.3 percent). This means that the college is serving the same or slightly more students, but they are enrolling students in fewer numbers of courses. This continues a trend in which the percentage of students attending full-time has declined from 54 percent in the 2014-15 academic year to 52 percent in 2015-16, and is now closer to 50 percent this academic year. There are bright spots, however—several Allied Health programs are growing, based on the successful relocation to Pacific Tower—Dental Hygiene is up 8.8 percent and Nursing is up 6.3 percent. The expansion of the Seattle Maritime Academy is also contributing to growth in those areas—enrollment at SMA has grown 32 percent over the previous winter.

Although SVI's enrollment continues to decline, the administration is streamlining its instructional programs and services for greater efficiency and will be prioritizing high-quality instructional programs that can support robust enrollment. Viability analyses of each of its instructional programs is currently underway.

### **New BAS Degree Approved at South**

The State Board for Community and Technical Colleges has approved a new Bachelor of Applied Science in Workforce and Trades Leadership at South Seattle College. The new degree will prepare graduates with the skills and knowledge to become job site supervisors, managers and team leaders within the fields of construction and manufacturing. This state-funded FTE program will be delivered using a hybrid format, with 80% of course content delivered online, and 20% in-person and on-campus.

## **II. FINANCIAL HEALTH, HUMAN RESOURCECES**

### **a. College/District Budgets**

**Seattle Central reorganizes instructional divisions to create efficiencies**

At the start of winter quarter, the Business, Information, Technology and Creative Arts (BITCA) Division combined with other departments to create new divisions. The new instructional divisions were created in an effort to better align the college's programs and create efficiencies.

- The Information Technology program and Business Technology Management (BTM) moved into the Science and Math Division to create a new **Science, Technology, Engineering and Math (STEM) Division**.
- Apparel Design and the Creative Academy programs combined with the former Humanities and Social Sciences Division to create a new **Arts, Humanities and Social Sciences (AHSS) Division**.
- The Business Program combined with Applied Behavioral Science and its related programs in Social and Human Services to create a **Business and Behavioral Science (BBS) Division**.

**North Seattle College Budget Planning**

After many months of preparations that took place within each division, North's President and Cabinet presented the outcome of budget decisions for the current fiscal year and what they believe are the budget impacts for the next fiscal year at two all-campus meetings. In spring 2016, the college finalized its 2016-17 budget based on the known reductions at that time. However, in fall 2016, the college learned additional cuts were needed, thus leading to a community budget planning session over Winter Quarter that resulted in an increased cut of 5%. The February and March budget meetings provided the campus an overview of the final 2016-17 cuts as well as discussion on reductions that may occur for 2017-18.

**b. Foundation Updates****North Seattle College Education Fund Retreat**

On February 25, the North Seattle College Education Fund Board of Directors gathered for their annual retreat. Topics of discussion included the results of the board self-evaluation and how the board plans to institutionalize the High School Persistence Initiative. Work in the coming months includes development of the 2017-18 projected budget and preparation for the annual Building Dreams event in May.

**c. Employee Development****President's Leadership Meeting February 21**

For the February 21 President's Leadership Meeting at North, Dr. Brown invited Kate Reynolds, executive director of the Washington State Executive Ethics Board, to speak on "Ethical

Standards for Washington State Employees.” This training provided a basic understanding of the ethical standards in place for state employees and state officials. Ethical concepts were explained and practical tools provided so state employees know how to handle ethical issues when they arise in the workplace. These leadership meetings were created to provide additional training, support and professional development opportunities for all faculty, administration and staff members.

### **III. STRETGIC PLANNING**

#### **Moving towards One Mission, Vision, and one Set of Values**

In following up with the decisions reached at the 1/17/17 Board Retreat, work has begun to engage both internal and external stakeholders in soliciting their input with regard to developing the new mission, vision, values and strategic goals.

- One February 8, a dozen or so members of Chancellor’s Advisory Council participated in a facilitated discussion about future directions and opportunities for Seattle Colleges. The Council expressed spirited support for moving towards a district-wide mission, vision, values and strategic goals. In their perspective, we are Seattle’s College and we must rise up to the expectations.
- On February 27, the District Management Team Meeting was devoted to strategic planning. Over 150 exempt managers gathered at South’s Brockey Center and engaged in a review of the current college/district statements of mission, vision, values and strategic goals and a substantive discussions of important factors to consider when developing the new set of district-wide mission, vision, values and strategic goals. The group also provided input on ways to engage the faculty and classified employees in the strategic planning process.
- During the past few weeks, college presidents, vice chancellor O’Keeffe, chancellor Pan, and Victor Kuo have conducted over a dozen phone interviews of former trustees and chancellors. These interviews provided very helpful viewpoints on the District’s strengths, challenges, and opportunities. The group’s thoughts and advice are being captured. The interviews will continue into March.

#### **Strategic enrollment and real estate presentations at Seattle Central College**

Seattle Central College is undertaking an effort to better utilize its real estate properties in order to strategically grow enrollment. To communicate the college’s goals and intentions, President Sheila Edwards Lange, has been giving presentations to a variety of key stakeholders. After sending an initial message to faculty and staff, she held an open forum to provide more detailed information, which drew a large turnout. Presentations are also planned for the Capitol Hill Chamber of Commerce, the Broadway Improvement Association and other community-

focused groups. In the near-term, the North Plaza building will be demolished this summer; in its place, the college will install a temporary plaza.

### **North Seattle College Year One Accreditation Report**

North's Year One Accreditation Report was completed and submitted to the Northwest Commission on Colleges and Universities (NWCCU) on March 1 by Vice President for Instruction/Accreditation Liaison Officer Dr. Kristen Jones. The college successfully completed its Year Seven Accreditation Report in April 2016.

## **IV. EXTERNAL AFFAIRS**

### **a. Legislative and local government engagement**

We are about halfway through the legislative session, officially ending on April 23, but special sessions are expected for budget resolutions. Bills have moved through the Senate and House committees on policy and fiscal legislation. Both chambers are now passing their Bills and sending them to the opposite chamber for consideration.

Dozens of bills have passed in each Chamber and April's Board meeting should allow for a more definitive Bill Status report. Please note Special Sessions allow any legislation to come back and be considered again.

Our Presidents, the Chancellor and Director of Government Relations have met with numerous Legislators, both in our catchment area and in leadership positions, to advocate for system-wide legislation, bring to legislators' attention the status of delaying capital project funding, and to support legislation for a WA Promise Scholarship sponsored by Representative Gerry Pollet and Senator David Frockt. In the months ahead, we will continue to meet with legislators and we will be joining a consortium of 5 colleges for a legislative luncheon in Olympia on March 28.

At the City level, you are aware of the Mayor's proposal to add a two-cent tax on sugar soda drinks to fund a \$5M support to the 13<sup>th</sup> Year promise Scholarship program. This funding would begin in 2018 should the tax be enacted. This is separate from the \$1.5M awarded in 2016 for infrastructure to expand the 13<sup>th</sup> year program.

### **President Edwards Lange participates in higher education roundtable**

President Edwards Lange took part in a roundtable convened by U.S. Rep. Pramila Jayapal. The discussion focused on access to post-secondary opportunities and affordability, and gave Rep. Jayapal an opportunity to speak with higher education leaders about federal legislative priorities, including the Pell Grant, reauthorization of Perkins funding for career training, the Higher Education Act, TRiO funding and research funding. The participants also provided feedback on the impact of the recent executive orders on immigration.

**b. Business/Community****Seattle Central marks 75<sup>th</sup> anniversary of Japanese internments**

Seattle Central hosted two events last month remembering the impact of Executive Order 9066 on the community 75 years ago. The first event, 75 Years of Stories and Silence, involved students and faculty reading stories of their family members' experiences during internment. The second event was a candlelight remembrance for the Japanese American students who were removed from Broadway High School, and interned in camps. Japanese language students at Seattle Central read their names, and candles were placed for each name around the Tsutakawa Fountain.

**V. PRIDE POINTS****Seattle College's Board Membership in the League to be Reaffirmed in March**

A three-person team from the League Board of Directors visited Seattle Colleges Feb. 13-14. Trustees Chernin, Gayton, and Hill and several members of Chancellor's Executive Council interacted with members of visiting team during an evening reception. The following day, faculty, staff, and administrators across the District presented ten innovative/exploratory programs to the visiting team. All ten presentations highlighted programs that have potential to improve student learning and success and strengthen key partnerships with external communities. Before its departure, the chair of the visiting team provided positive feedback on our programs and the team announced its intention to recommend full Board membership for Seattle Colleges to the League Board. The formal League Board action is expected later in March.



Report to Board of Trustees, Seattle Colleges District

For March 2017

From Annette Stofer, AFT Seattle President

AFT Seattle's Executive Board welcomes Chris Conley as the Faculty Senate President at Seattle Central. He will finish out the current term that runs until the end of August. Senate presidents meet regularly with the college President and Vice-President for Instruction, among many other duties.

Members of AFT Seattle attended an Equity Rally in Olympia on Monday, February 20, joining with labor organizations, community groups, refugee and immigrant rights groups, Planned Parenthood and others to call on our state lawmakers to fully fund all of the vital services needed by the citizens of Washington. We also had opportunities to meet with legislators or their aids. Despite drizzly weather conditions, about 1200 people attended the rally and participated in the democratic process.

AFT Seattle's executive board has voted to sign on to a letter asking the Mayor of Seattle and the City Council to work on progressive tax solutions. We understand that this is not a quick fix, and any legislation will likely face a court challenge. But creative ideas deserve a chance.

On-going issues with technology continue to be reported from Seattle Central. Many simple tasks are consuming large amounts of time, classes are experiencing failures when trying to use various programs, and students are talking about whether they want to continue studying at the college. Central's Faculty Senate is looking into the situation and will follow-up with college administration. In the short-term, instruction has been disrupted, and faculty time has been negatively impacted or stolen. In the long-term, the consequences could be devastating.

Many faculty members are reading the Chancellor's concept paper on Integration and Differentiation. Our Executive Board and membership are having conversations about it. We expect a lot of questions and opinions. We encourage transparency and regular communication.

**DATE:** February 21 , 2017

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

**FROM:** Executive Officers of the  
Seattle Central Associated Student Council

**SUBJECT:** ASC Report to the Board of Trustees

**Legislative Affairs – Orca Card Issues:**

The Advocacy Committee continues the Orca card project. The Orca card is abysmal on Seattle Central's campus. For three years there has been work to no avail to make the card better and most of it has felt like spinning our wheels. We have had King County Metro over, but not much is moving to benefit a possible student fare or unlimited Orca card for students. We are planning to move ahead and meet with King County Council and Seattle City Council in the future to express our discontent as collected, connected students to possibly get some of the bureaucratic policy changed in our favor in the near future. As well as continue to collect and survey students on campus on their thoughts.

**Olympia Rally**

Seattle Central College sent 6 individuals to Olympia last month. Our representatives had 17 appointments with the legislators. It was the most effective group dialoguing topics about the student budget.

**Services and Activities Budget Committee:**

In winter 2017, recipients of S & A funds make a 15-minute presentation to the S & A Budget Committee. They explain what their program is all about, how the allocation is serving students, etc. We received 28 presentations from various department divisions in the past month.

**ASC Book Fund - Textbook Lending Program:**

The Textbook Lending Program will be launch in Spring 2017. The purpose of the Textbook Lending Program strives to relieve the financial burden on Seattle Central College students of higher education's academic textbook. The Associated Student Council loans out textbooks to Seattle Central College's student for free on a quarterly basis. The Services and Activities (S&A) Budget with Associated Student Council collaborate with the library to launch the Textbook Lending Program. All the Seattle Central College students will be qualified for this program, yet, the student demonstrate financial need serve first.

**Issues and Concerns Committee:**

Beside keeping the work with replying weekly Issues raised from the students and reaching out people for more suggestions, these are the major accomplishments the committee did:

1. SCC's Climate Forum - This is a gathering of students; they will be sharing their experience while they were at central.



2. Phone Application Development - The final paper for a SCC's phone app was signed this quarter. There is a work going on designing what the application would look like.

3. Website for the Student Leadership Development - A customized website that featuring the student leadership. It is still on development.

4. Replied to Issues and Concerns – Collected issues and complaints from students and responded to them accordingly.

#### **President's Medal Committee**

I have established the President's Medal committee. The President's Medal is a committee based on creating a selection process and requirements to award the President's and VP's medals. This is the first committee of its kind at Seattle Central and we hope that it can be a continued tradition during Seattle Central College/s graduation ceremony. We have recently completed the Nomination sheet and will be pushing it out during the week 2/27/17.

#### **Student Safety Survey**

Student Success Committee developed a Student Safety Survey to help us gather a sense of climate on campus. There has been reports of attacks for both Staff members and Students since the election. We hope to identify where we can improve as a campus in protecting our students.



# NORTH SEATTLE COLLEGE

*One of the Seattle Colleges*

## MEMORANDUM

TO: Board of Trustees  
Seattle Colleges District

FROM: Sara Michelassi  
Student Body President  
North Seattle College

DATE: March 9<sup>th</sup>, 2017

SUBJECT: STUDENT ADMINISTRATIVE TEAM REPORT -Information Only

NSC Student Leadership and Multicultural Programs has continued to prioritize student inclusion and safety in the increasingly hostile national climate.

- **Student Initiatives** – Student Leadership has continued working on ongoing student initiatives, as well as recently taking on new initiatives. Some of these initiatives include:
  - All Gender Bathrooms – The Toilets 4 All team, comprised of myself, several other student leaders, and the Student Leadership advisors, held a meeting with Pam Racansky, the Director of the Office of Diversity and Inclusion, and Fred Annex-Schauss, a Gender Equity Resource employee, to discuss our next steps in the process of obtaining multi-stall All Gender Bathrooms at North. We are now waiting for cost estimates from the Business Office regarding the design of the bathrooms and are looking forward to moving forward with the project.
  - On-Campus Food Pantry – We are preparing for a campus-wide food donation drive that will take place March 13<sup>th</sup>-17<sup>th</sup> to stock our new on-campus food pantry that will be piloted in Spring Quarter. After discussion with Derek Edwards, the District Attorney General, we are no longer looking for an outside organization to host a pop-up food pantry on our campus as we now know that Student Leadership can collect and distribute donations from the campus on our own.
  - Olympia Activism – On January 27<sup>th</sup>, a group of five Student Leaders, including myself, along with President Warren Brown and Student Leadership advisor Julius Rodriguez, met with seven legislators and/or their aides to tell their personal stories and petition for two free years of community college in Washington state. In addition, on February 8<sup>th</sup>, three Student Leaders testified at the public hearing for House Bill 1840, a bill to introduce two free years of community college.
  - Resources for Marginalized Students – In response to the recent executive orders, spike in hate crimes, and general national climate, Student Leadership has made it a priority to collect as many resources as possible for students who are facing



marginalization, oppression, and hate. We are currently distributing and organizing these resources, including having translations to multiple languages such as Spanish, Arabic, and Urdu in order to make the resources as accessible as possible.

- **Student Events** – With a focus on building community in a diverse environment, Student Leadership has hosted the following events in the past month:
  - Lunar New Year – February 8<sup>th</sup> – The Events Board, in partnership with Student Clubs such as the Vietnamese Student Association, Chinese Student Association, Korean Student Association, Japanophile Association, and the Indonesian Student Association, hosted a Lunar New Year celebration with traditional Asian foods, calligraphy, music, and a Taiko drumming performance. Around 120 students attended this event.
  - Vagina Monologues – February 9<sup>th</sup> & 10<sup>th</sup> – Produced by Student Leadership, NSC's 2017 Vagina Monologues raised \$780.11 for API Chaya, a nonprofit organization that works with and supports victims of domestic violence and sexual assault within the Asian and Pacific Islander communities of Seattle.
  - Valentine's Day Trivia – February 14<sup>th</sup> – To celebrate Valentine's Day, the Events Board hosted trivia in the Grove and gave out gift card prizes to the winners.
  - Sustainability Food Forum – February 23<sup>rd</sup> – The Sustainability Board hosted a food forum in the Grove to discuss food quality and accessibility at North, sustainable food systems and urban farming, and cultural and dietary food diversity. They hosted three speakers at the forum to discuss these topics and answer student's questions: Jamie Wilson, an activist and English faculty at North, Shawn Peterson from Seattle Tilth, and Kenya Freddie from the Seattle P-Patch. They also provided free food from PCC and gave away resources for students regarding food sustainability.
  - White Privilege Lecture & Workshop – February 23<sup>rd</sup> – As part of Student Leadership's goal to engage our campus in dialogue around topical social and political issues, the Events Board hosted Dr. Robin DiAngelo to educate our campus on white privilege. Dr. DiAngelo, who has been a consultant and trainer for over 20 years on issues of racial and social justice, gave a lecture and workshop on what it means to be white in a society that favors whiteness and how white people can be active allies to people of color. Dr. DiAngelo is a UW alumni and co-designer of the City of Seattle's Race and Social Justice Initiative Anti-Racism Training program.

## MEMORANDUM

**TO:** Board of Trustees  
Seattle Colleges

**FROM:** Jacky Tran  
President, United Student Association  
South Seattle College

**DATE:** March 9th, 2017

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

### **ASSOCIATED STUDENTS OF THE UNIVERSITY OF WASHINGTON (ASUW)**

USA members visited the ASUW on January 19 to learn about their system of student governance. We met our counter-parts, toured their offices and observed their official student board meeting.

### **GATES FOUNDATION LUNCHEON - January 24**

On January 24th, South Seattle College hosted members of the Gates Foundation. Several student government members and students at-large took part in the luncheon to share their experiences and bring attention to campus services provided. The event also proved to be a valuable networking and practice for students.

### **GIFTS FROM THE EARTH - January 28**

USA members volunteered for South's annual gala. Blanca, a 13th year scholarship recipient, shared her story in support of the college during the live auction of that night. Altogether, the college was able to raise \$275,000.

### **STUDENT TALENT SHOW - February 1**

A talent show, organized by Krisna Mandujano, the United Student Association's Social Activities Officer, was held in the theater of the Olympic Hall in order to build a sense of community. Nine students performed a variety of acts, including song, dance and poetry.

### **SMOKING ON CAMPUS – February 17**

The on-going issue of students complaining about smoking on campus was brought to the attention of the College Council by the United Student Association Issues & Concerns Officer Miranda Sullivan, and a concerned student at large, Tyler Yamashita, along with myself. The issue of smoking was brought to the attention of the United Student Association in early January and again at student forums on October 26 and November 9, 2016.

However, the issue has been raised for a number of years at student organized campus-wide forums on February 3, 2015 and October 15, 2015, which consisted of a panel of guests including faculty, staff, students, the VP of Administrative Services, King County and US Department of Health staff and the College Council Chair.

The United Student Association supports a tobacco-free campus, similar to the policy at North Seattle College, which has been in effect since fall 2015.