



# Board of Trustees Meeting

June 8, 2017

South Seattle College

President's Boardroom

6000 16th Avenue SW

Seattle, WA, 98106

## SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

**June 8, 2017**

**STUDY SESSION**

South Seattle College  
6000 16<sup>th</sup> Avenue SW  
Seattle 98106

2:00 p.m.

President's Boardroom

**REGULAR SESSION**

South Seattle College  
6000 16<sup>th</sup> Avenue SW  
Seattle 98106

3:00 p.m.

President's Boardroom

### STUDY SESSION AGENDA

- 2:00 p.m.      STUDY SESSION**
- 2:00 p.m.**      Executive Session
- 2:40 p.m.**      Open Session
- a. ASI Report from Jean Floten

**REGULAR SESSION AGENDA**

- 3:00 p.m. CALL TO ORDER**
- 3:00 p.m. ROLL CALL**
- 3:05 p.m. ACCOLADE – Student Board Representatives**  
*Sarah Michelassi – North Seattle College*  
*Jacky Tran – South Seattle College*  
*Executive Committee –Seattle Central College*
- 3:15 p.m. APPROVAL OF AGENDA | ACTION** **Tab 1**
- 3:15 p.m. PUBLIC COMMENTS**  
Up to fifteen minutes are regularly set aside for people to express their views on any matter except those restricted to Executive Session.
- 3:30 p.m. PRESENTATION**  
Guided Pathways Update  
*Presenters: Gary Oertli, President; Pete Lortz, Vice President of Instruction; Rosie Rimando-Chareunsap, Vice President of Student Services*
- 3:45 p.m. RECOMMENDED BOARD ACTIONS | ACTION**
- A. Minutes from May 11 **Tab 2**
  - B. Student Request: Support for student transit options **Tab 3**
  - C. Recommendation to grant Tenure **Tab 4**
  - D. 2017-18 Lifelong Learning Awards **Tab 5**
  - E. Board of Trustees Meeting Schedule for 2017-18 **Tab 6**
  - F. Nomination of Board Officers for 2017-18 **Tab 7**
  - G. Purchase Contract Authorization, DOL TechHire Grant, ADA Developers Academy **Tab 8**
  - H. Purchase Contract Authorization, DOL TechHire Grant, The Launch Code Foundation **Tab 9**
  - I. Purchase Contract Authorization, Georgetown Campus Apprenticeship Program **Tab 10**

- J. Seattle Colleges FY1718 Budget **Tab 11**

**4:20 p.m. INFORMATIONAL ITEMS**

- K. Policy 152, Tendering and Accepting Gifts for SCD– First Reading **Tab 12**
- L. Seattle Colleges Strategic Plan 2017-23 – First Reading **Tab 13**

**4:40 p.m. ORAL REPORTS**

- A. Chancellor’s Report
- B. Chair’s Report
- C. Report from Host President and Student Representative
1. Mr. Gary Oertli, President
  2. Mr. Jacky Tran

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. Ling-Wai Lam, Seattle Central College
  3. Ms. Sara Michelassi, North Seattle College
- F. College Presidents, Vice Chancellors, CHRO
1. Warren Brown, North Seattle College
  2. Sheila Edwards Lange, Seattle Central College
  3. Kurt Buttlerman, Vice Chancellor for Finance and Technology
  4. Mary Ellen O’Keeffe, Interim Vice Chancellor for Education, Planning and E-learning
  5. Dave Blake, Chief Human Resources Officer
- G. Board of Trustees

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

A reception to honor the All-WA Academic Team members from Seattle Colleges and the League for Innovation Art & Literary Award winners will be held after the meeting in the Brockey Center.

The next meeting of the Board of Trustees will be held on Thursday, July 13, 2017 at Seattle Central College, 1701 Broadway, Seattle, WA 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.

#### **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, May 11 at North Seattle College, 9600 College Way North, Seattle 98103.

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

Trustees	Ms. Teresita Batayola Ms. Louise Chernin Ms. Carmen Gayton – by phone 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
Advisory Representatives	Ms. Maureen Shadair Mr. Derek Edwards, AAG Ms. Annette Stofer, AFT Mr. Ty Pethe Mr. Robert Sullivan Mr. Jacky Tran Ms. Sara Michelassi
Secretary	Ms. Rebecca Hansen
Absent	Dr. Dave Blake

Visitors who signed in: Andrea Johnson, Kristen Jones, Maria Lamarca Anderson, Binta Manneh, Lhorna Murray

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

Chair Batayola called the meeting to order at 3:02 p.m.

### **ROLL CALL**

Rebecca Hansen called the roll.

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

**Trustee Chernin made a motion to approve the agenda. Trustee Gayton Seconded. The motion carried 4-0.**

### **PUBLIC COMMENTS**

Dwane Anderson is a current student at Seattle Central College and a former student at South Seattle College. He is a disabled veteran and a senior citizen. He wants to register using a senior discount but isn't allowed to register with the senior exemption until 2 weeks after the start of the quarter. Mr. Anderson stated that starting class two weeks late is an impediment to his success and requested a change in the rules to allow early registration.

Mamudu Kuyage is a student at Seattle Central College. He urged the board to consider taking questions at the end of the meeting.

Leija Farr is a student at Seattle Central College. She asked the board why student leadership is poorly informed about board meetings and discussions.

Jacob Washington is a student at Seattle Central College. He expressed opposition to and concerns about a statement made at a recent town hall that referred to students as products. He advocated that the goal should be to produce vibrant participants in our democracy.

### **PRESENTATION**

The Future of Instruction and Learning Facilities at NSC

Presenters: Warren Brown, President; Kristen Jones, Vice President of Instruction; Andrea Johnson, Vice President of Administrative Services

President Brown introduced the presentation and members of his leadership team. The NSC core themes and district guiding principles drive the leadership team's thinking and decision-making about facilities: how do facilities support each core theme or guiding principle?

Kristen Jones presented the instructional vision and plans for a modern library facility. This project is ranked #1 in the 2017-19 biennium for capitol project requests. As NSC waits for funding, the condition of the current facility continues to deteriorate.

Kristen Jones presented areas of growth in hybrid and online models, and in specific programs. Andrea Johnson presented ideas for providing student housing and possibilities for funding a

housing project. Future projects at NSC include a remodel of the College Center and improved signage on campus.

Chair Batayola thanked the team for their presentation and requested a big picture of capital needs across the district.

#### RECOMMENDED BOARD ACTIONS | ACTION

A. Minutes from April 13 and April 24

**Trustee Chernin made a motion to approve the agenda. Trustee Hill Seconded. The motion carried 4-0.**

B. Chancellor Evaluation Process and Timeline

Trustee Steve Hill outlined the process and timeline for evaluating the chancellor. The board decided not to hire an outside consultant and will instead do the evaluation themselves using criteria adopted from the Aspen Institute College Excellence Program.

**Trustee Hill made a motion to approve the evaluation process and timeline. Trustee Chernin Seconded. The motion carried 4-0.**

C. Policy 241, Accessible technology and electronic content – Second Reading

The new district policy is being introduced to comply with new state policies. **Trustee Hill made a motion to approve Policy 241. Trustee Chernin Seconded. The motion carried 4-0.**

D. Resolution 17-01, Shared Funding of Education Services for International Students

This resolution authorizes the colleges to count a specified number of international students to help reach state FTE targets. **Trustee Chernin made a motion to approve Resolution 17-01. Trustee Hill Seconded. The motion carried 4-0.**

E. Metro Services Purchase Request

The board was asked to authorize purchase of transit services and ORCA cards that are subsidized for employees and students. **Trustee Chernin made a motion to approve the purchase. Trustee Hill Seconded. The motion carried 4-0.**

#### **INFORMATIONAL ITEMS**

A. Customer Relationship Management at Seattle Colleges

Earnest Phillips introduced Barbara Childs who presented data collected in the year since the districtwide CRM was implemented. Ms. Childs shared major milestones and one-year benchmarks. The CRM has vastly improved access to data and provides staff with means for tracking and evaluating outreach efforts. During the second year of the project, the team will continue to refine the content and timing of messages to potential students; they are also developing messages for special groups like working adults, high school students, parents and counselors. They are working with deans on program-specific messaging and with all staff who work directly with students on using the internal referral form.

#### B. Quarterly Financial Report

Kurt Buttlerman presented the quarterly financial report. The report indicated that the main problem continues to be enrollment, both domestic and more recently, international. The report showed conservative spending trends at ¾ the way through the fiscal year. Dr. Buttlerman noted that 83% of the operating budget supports pay and benefits for employees so as budget cuts are made, employees will be effected. At the June 8 board meeting, a preliminary budget will be presented for the 2017-18 fiscal year.

#### C. Faculty Sabbaticals for 2017-18

This year, 10 faculty applied for professional leave and 4 were awarded leave. The decision to grant leave was based on the merit of the proposal, the return to Seattle Colleges, the connection to teaching and learning, and total cost.

### **ORAL REPORTS**

#### Chancellor's Report

Chancellor Pan highlighted a few items from his written report including the 50<sup>th</sup> Anniversary celebration and the Mayoral Proclamation naming April 25 Seattle Colleges day.

Dr. Pan reported that the District Foundation recently added new members to the board and that the Bill and Melinda Gates Foundation is making a donation to the Jill Wakefield emergency fund. Chancellor Pan also reported that the foundation at South Seattle College reached its fundraising goal for 13<sup>th</sup> year scholarship and is having a Friends of the College event to thank scholarship donors next week. Seattle Central College's Believe gala is on May 11 and North Seattle College's Building Dreams event is on May 18.

Dr. Pan gave an update on general themes that have emerged after internal outreach to employees and interviews with external partners to inform strategic planning.

Finally, Chancellor Pan informed the board that Jean Floten will be making her recommendations before the end of the month. Those recommendations will be shared with the board.

#### Chair's Report

Chair Batayola thanked everyone who participated in the strategic planning town hall.

#### Reports from Labor Union Representative

Mr. Bob Sullivan (AFT-SPS) reported that he has been working with Maureen Shadair on recent layoffs at SVI. He questioned the board's commitment to revitalizing SVI.

Mr. Ty Pethe (Washington Federation of State Employees) gave a report on recent activity of student leadership at Seattle Central. He also highlighted achievements at South in the childcare center. He reported that the local union is involved in the Seattle elections and is interested in hosting a candidate forum. He noted that in the current climate of budget cuts,

layoffs and uncertainty about the state budget, his members are feeling fear and anger and resentment is growing.

#### Reports from Student Representatives

Ms. Sara Michelassi from North Seattle College shared that there will be four student speakers at commencement. She also announced that the student food pantry will kick-off next week and that two multi stall all gender bathroom are under construction. She also noted that the hiring process for next year's student leadership is underway.

Mr. Jacky Tran from South Seattle College reported that students at South held a 'call your congressperson' event and 50 students participated. South's food pantry has been open for a few weeks and they are getting positive feedback. Student leadership is currently surveying students on their registration habits to better understand why students register late and how class offerings are impacted.

#### Reports from College Presidents and Vice Chancellors

President Oertli recently presented to the Seattle Public Schools Board on 13<sup>th</sup> Year. Mr. Oertli also announced that the Hermanson Sustainable Building Science Technology Center is being dedicated on May 17 at Georgetown.

#### **Executive Session**

Chair Batayola called Executive Session to discuss negotiations with AFT and potential litigation.

#### **ADJOURNMENT**

The meeting adjourned at 5:05 p.m.

The next meeting of the Board of Trustees is on Thursday, June 8, 2017 at South Seattle College, 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 3:00 p.m. After the meeting, a reception to honor the All-WA Academic Team and League for Innovation Art & Literary Award winners will be held in the Brockey Center.

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

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**MEMORANDUM****TO:** Board of Trustees**FROM:** Dr. Shouan Pan**DATE:** June 8, 2017**SUBJECT:** Support for Public Transit Options for Students**Background**

Student leadership at North Seattle College, Seattle Central College and South Seattle College are collaborating to advocate for King County Council policy changes that would increase transit options for Seattle Colleges students. The students request that the board formally support the efforts of the students and join them to urge King County officials to fund increased access to transit for Seattle Colleges students.

**Recommended Action**

It is recommended that the Board of Trustees pass a resolution to support the student efforts for improved transit options.

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



Dr. Shouan Pan  
Chancellor



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STUDENT GOVERNMENTS OF THE  
SEATTLE COLLEGES

1500 Harvard Ave.  
Seattle, Washington 98122  
206.934.4100

Main Contact: [nmitcho5@seattlecentral.edu](mailto:nmitcho5@seattlecentral.edu)

We, the student governments of North, South, and Central campus of the Seattle College District, being empowered to represent students by the Board of Trustees of the very same district, stand together in requesting a legislative policy change from King County Council that will help make attending classes easier and more cost effective for students. This change could potentially increase student enrollment, while also increasing retention and success rates across the campuses by helping to alleviate the high cost of transportation students face getting to and from classes. Our request is thus:

1. A policy change that would create a Student fare type, very similar to what is already in place with the youth fare type, whereby a flat rate (a reduced fare amount, as opposed to the regular adult fare) is recorded each time a registered student uses an ORCA card.
2. A policy change that would allow institutions of higher education to purchase such a specific card and load these cards with funds for resale to students as E Purse cards.
3. A policy change that would allow institutions of higher education to enter into an ORCA Passport program agreement for students of the institution, whereby the Passport card would only charge the institution this student fare.

Agreeing to these policy changes would have the following beneficial effects not just for students in the region, but also for the economic vitality of the entire region:

- Students could be better assured of having a reliable and cost effective means of commuting to and from campuses
- With more reliable and cost effective transportation options, students could better focus on their education, thus increasing the effectiveness of the region's institutions of higher education
- Better educated students translates directly into a more robust and vibrant economic future for the region
- Traffic congestion would be reduced due to more students commuting via transit
- Metro would be introducing new riders to transit, thereby creating life-long transit users

This proposal, therefore, would not simply create more affordable transportation options for students; it also would bolster efforts to sustain economic growth in the region. Lastly, this proposal would help King County Metro achieve its strategic goal #2:

“Goal 2: Human Potential. Provide equitable opportunities for people from all areas of King County to access the public transportation system.

Objective: Provide public transportation products and services that add value throughout King County and facilitate access to jobs, **education** and other destinations.”

Thank you for your consideration of this proposal.

Resolution by Seattle Colleges Board of Trustees

On June 8, 2017, the Seattle Colleges Board of Trustees passed a resolution to support student led efforts to promote public transit options. We urge King County officials to fund increased access to transit options for Seattle Colleges students.

Signed,

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Teresita Batayola  
Chair, Seattle Colleges Board of Trustees

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan

**DATE:** June 8, 2017

**SUBJECT:** Recommended Approval of Tenure

**Background**

You have received tenure summaries for review and consideration for 3 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**

David McConnon, Workforce Instruction Division, Watch Technology Institute

**Seattle Central College**

Richard Kenney, Seattle Maritime Academy, Engineering  
Stanislava Meredith, STEM, IT

**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

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan  
Chancellor

DATE: June 8, 2017

SUBJECT: 2017-18 Trustees' Lifelong Learning Awards

### Background

Each year, nominations are accepted throughout the district for employees who have worked for Seattle Colleges for at least 5 years and have demonstrated an outstanding level of intellectual and professional growth. The annual request for nominations for 2017-18 Trustees' Lifelong Learning Awards was sent to the college community in April and award nominees were forwarded to the Trustees Lifelong Learning Committee for review.

The nomination review committee consisted of past Lifelong Learning Awards winners who represented all of the employee classifications and colleges. Committee members included: Analea Brauburger (Classified, South), Vanessa Calonzo (Exempt, South), Margaret Camden (PTF, SVI), Betsy Campbell (FTF, North), Greg McBrady (Classified, Siegal), and Jill McDonough (Exempt, South).

The Trustees' Lifelong Learning Awards will be presented to recipients in the fall as part of the Seattle Colleges Convocation, on September 20, 2017.

Based on the agreed upon criteria and review of nominations, the committee unanimously agreed that the following individuals are worthy of the Trustees' Lifelong Learning Award for 2017-18:

Pac Lay, Classified Staff, Siegal Center  
Paul Verschueren, Part Time Faculty, Seattle Central College  
Betty Williams, Full Time Faculty, North Seattle College  
Tina Young, Exempt Staff, Seattle Central College



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

### **Recommended Action**

I recommend that the Board approve these nominees to receive the Trustees' Lifelong Learning Awards for the 2017-18 academic year.

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

  
Dr. Shouan Pan  
Chancellor



## BOARD OF TRUSTEES 2017-18 MEETING SCHEDULE

All meetings are on the second Thursday of the month. Study Sessions will begin at 1:30 p.m. **Regular meetings will begin at 3:00 p.m.** Dates and locations of the meetings are noted below.

September 14	North Seattle College	9600 College Way North Seattle, WA 98103
October 12	South Seattle College	6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
November 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
December 14	Seattle Central College Health Education Center at Pacific Tower	1200 12 <sup>th</sup> Avenue South Seattle, WA 98144
January 11	North Seattle College	9600 College Way North Seattle, WA 98103
February 8	South Seattle College Georgetown Campus	6737 Corson Ave. South Seattle, WA 98108
March 8	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
April 12	Siegal Center	1500 Harvard Avenue Seattle, WA 98122
May 10	North Seattle College	9600 College Way North Seattle, WA 98103
June 14	South Seattle College	6000 16 <sup>th</sup> Avenue SW Seattle, WA 98106
July 12	Seattle Central College Seattle Maritime Academy	4455 Shilshole Ave. NW Seattle, WA 98107

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Shouan Pan, Ph.D.  
Chancellor

**DATE:** June 8, 2017

**SUBJECT:** Nomination of 2017-18 Board of Trustee Officers

### Background

Seattle Colleges District Policy 125, Power and Duties of Officers of the Board, specifies that at its regular monthly meeting in July, the Board shall elect officers to serve for the ensuing September to August period.

### Recommended Action

It is recommended that at the June Board meeting, the Board nominate officers to serve as chair and vice chair beginning September 1, 2017. At the July meeting, a vote will be taken to confirm the nominated officers.

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

  
Shouan Pan, Ph.D.  
Chancellor

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan

DATE: June 8, 2017

SUBJECT: DOL TechHire Grant – ADA Developers Academy

**Background**

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

The ADA Developers Academy will recruit participants, must enroll and support through completion at least 40 TechHire program participants in six months of classroom training and five months of internships as software developer candidates. Funding for this project is through the US DOL/ETA H-1B TechHire Partnership Grant, in the amount of \$668,330.00 from July 1, 2016 through June 30, 2020.

**Recommendation**

It is recommended that the Board of Trustees authorizes the Chancellor and his designee to enter into this purchasing contract, in the amount of \$668,330.00.

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation



Dr. Shouan Pan  
Chancellor

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan

DATE: June 8, 2017

SUBJECT: DOL TechHire Grant – The LaunchCode Foundation

**Background**

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

The LaunchCode Foundation will conduct an outreach with and engage 200 employer partners to identify their needs in IT-related hiring. Education partners receiving project funds currently will work with employers for internships and job placement. Funding for this project is through the US DOL/ETA H-1B TechHire Partnership Grant, in the amount of \$1,295,273.00 from January 1, 2017 through June 30, 2020.

**Recommendation**

It is recommended that the Board of Trustees authorizes the Chancellor and his designee to enter into this purchasing contract, in the amount of \$1,295,273.00.

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation



Dr. Shouan Pan  
Chancellor

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan

DATE: June 8, 2017

SUBJECT: Georgetown Campus Apprenticeship Program

**Background**

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

This instructional Agreement has been revised Ironworkers Apprenticeship contract, based on the annualized FTE increase from 44.79 (at \$3115 per AFTE) to a projected 117.96 (at \$3115 per AFTE) which increases the total compensation from \$139, 521 to a projected total compensation of \$367,454.76.

**Recommendation**

It is recommended that the Board of Trustees authorizes the Chancellor and his designee to enter into this purchasing contract, in the amount of \$367,454.76.

Submitted by:



Dr. Kurt Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation



Dr. Shouan Pan  
Chancellor



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OFFICE OF THE CHANCELLOR

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**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Kurt R. Buttleman  
**DATE:** June 8, 2017  
**SUBJECT:** Fiscal Year Budget Approval for 2017-18

Please find attached the proposed fiscal year budget for 2017-18.

Seattle College District hereby submits the 2017-18 Fiscal Year Budget totaling \$194,560,902 including approximately \$127,980,902 in General Operations, to the Board of Trustees for approval. If additional funding changes during the year, we will update the approval amounts accordingly.

The individual budget requests for each college and the district office is as follows:

Seattle Central	\$ 48,594,646
North Seattle	\$ 30,825,408
South Seattle	\$ 32,233,989
SVI	\$ 3,878,929
District Office	\$ 8,670,698
District-wide	\$ 3,711,054

**Recommendation**

It is the recommendation of the administration for the Board of Trustees to approve the proposed 2017-18 Fiscal Year Budget as attached predicated on the State of Washington having an approved State budget by August 1, 2017.

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Shouan Pan  
Chancellor



Seattle Colleges' Projected  
Operating Budget Changes FY1617 to FY 1718

Projected CHANGES in Operating Budget using House Proposal updated 6/2/17							
	Central	North	South	SVI	District Office	District-wide	Total
Tuition Revenue Backfill	267,685	199,499	224,040	18,459			709,683
Guided Pathways / I-BEST	305,888	227,971	256,013	21,094			810,965
Seattle Colleges' Tuition reduction PROJECTED	(565,784)	(421,665)	(473,535)	(39,016)			(1,500,000)
Seattle Colleges' local share of salary increases	(203,682)	(151,799)	(170,472)	(14,046)			(540,000)
SBCTC reduction PROJECTED	(195,431)	(116,276)	(117,137)	(541,156)			(970,000)
PROJECTED REDUCTIONS	<b>(391,325)</b>	<b>(262,271)</b>	<b>(281,091)</b>	<b>(554,665)</b>	<b>0</b>	<b>0</b>	<b>(1,489,352)</b>
Nursing Program Impacts	(188,595)	(140,555)	(157,845)	(13,005)	459,536	40,464	(0)
	(579,920)	(402,826)	(438,936)	(567,670)	459,536	40,464	(1,489,352)
<b>Local funding changes</b>							
Reduction of local funds in operating budget	(895,157)	(1,040,241)	(650,000)	(181,000)			(2,766,398)
New expenses / mandates (Personnel Costs, utilities, etc.)		(577,165)	(849,516)				(1,426,681)
International Conversion impact	565,784	421,665	473,535	39,016			1,500,000
	(909,293)	(1,598,567)	(1,464,917)	(709,654)	459,536	40,464	(4,182,431)
Transfer of fund balances (Carryforward)		250,000					250,000
<b>TOTAL OPERATING BUDGET CHANGE FY1617 TO FY 1718</b>	<b>(909,293)</b>	<b>(1,348,567)</b>	<b>(1,464,917)</b>	<b>(709,654)</b>	<b>459,536</b>	<b>40,464</b>	<b>(3,932,431)</b>

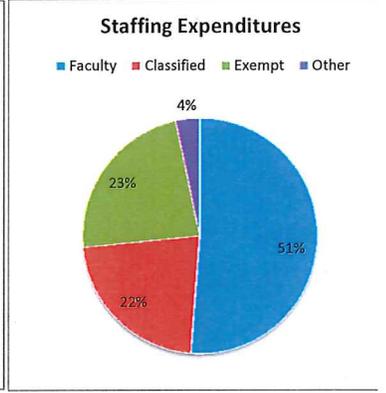
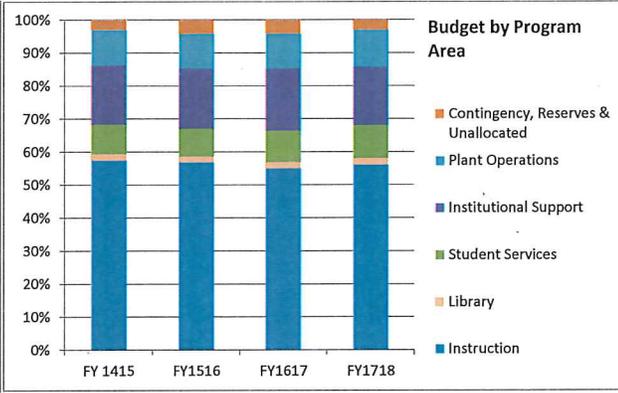
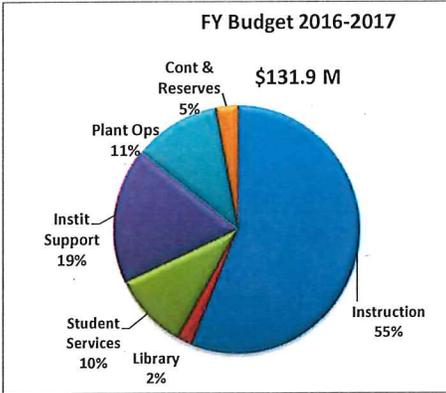
# Seattle Colleges Operating Budget



**SEATTLE COLLEGES**  
Central · North · South · SVI

## PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET

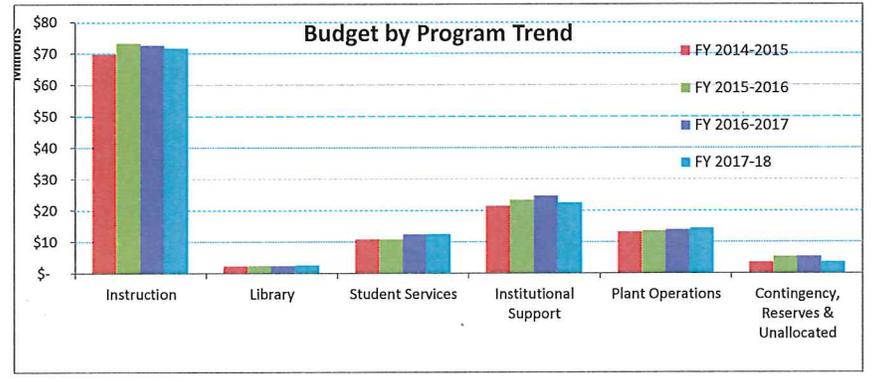
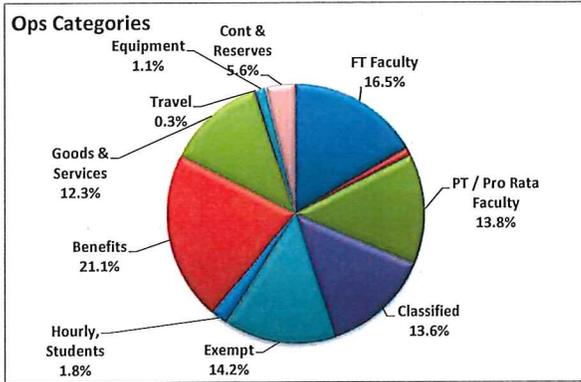
Proposed Budget Yearly Trend	FY 2014 - 2015	FY 2015-2016	Δ	FY 2016-2017	Δ	FY 2017-2018 (Proposed)	Δ
<b>TOTAL Operating Budget</b>	\$ 121,169,908	\$ 128,858,803	6.3%	\$ 131,913,333	2.4%	\$ 127,980,902	-3.0%



OPERATING	Programs	FY 2014-2015	%	FY 2015-2016	%	FY 2016-2017	%	FY 2017-18	%
Instruction	011 & 04x	\$ 69,704,283	58%	\$ 73,272,808	57%	\$ 72,680,656	55%	\$ 71,821,910	56%
Library	05x	\$ 2,373,646	2%	\$ 2,422,681	2%	\$ 2,514,588	2%	\$ 2,649,675	2%
Student Services	06x	\$ 10,811,512	9%	\$ 10,803,749	8%	\$ 12,461,007	9%	\$ 12,596,291	10%
Institutional Support	08x	\$ 21,506,204	18%	\$ 23,422,580	18%	\$ 24,733,241	19%	\$ 22,631,155	18%
Plant Operations	09x	\$ 13,182,461	11%	\$ 13,572,172	11%	\$ 14,046,736	11%	\$ 14,504,639	11%
Contingency, Reserves & Unallocated	02x	\$ 3,591,802	3%	\$ 5,364,813	4%	\$ 5,477,105	4%	\$ 3,777,232	3%
<b>TOTAL</b>		\$ 121,169,908	100%	\$ 128,858,803	100%	\$ 131,913,333	100%	\$ 127,980,902	100%

# Seattle Colleges

## PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET



OPERATING CATEGORIES	Programs	FY 2014-2015	%	FY 2015-2016	%	FY 2016-2017	%	FY 2017-18	%
FT Faculty	AE	\$ 19,320,350	15.9%	\$ 20,003,943	15.5%	\$ 21,662,540	16.4%	\$ 21,176,776	16.5%
Faculty Stipend	AF	\$ 1,124,064	0.9%	\$ 1,306,004	1.0%	\$ 1,345,516	1.0%	\$ 1,323,885	1.0%
PT / Pro Rata Faculty	AG & AH	\$ 20,923,578	17.3%	\$ 20,711,807	16.1%	\$ 19,151,044	14.5%	\$ 17,623,943	13.8%
Classified	AK	\$ 16,428,576	13.6%	\$ 17,134,879	13.3%	\$ 18,020,364	13.7%	\$ 17,431,235	13.6%
Exempt	AA, AB, AC, AZ	\$ 15,654,471	12.9%	\$ 17,073,151	13.2%	\$ 18,825,694	14.3%	\$ 18,164,105	14.2%
Overtime	AU	\$ 23,700	0.0%	\$ 41,977	0.0%	\$ 60,059	0.0%	\$ 34,229	0.0%
Hourly, Students & Other	All other	\$ 1,932,953	1.6%	\$ 1,999,947	1.6%	\$ 2,626,284	2.0%	\$ 2,625,538	2.1%
Benefits	B-	\$ 23,629,777	19.5%	\$ 27,749,361	21.5%	\$ 27,524,875	20.9%	\$ 27,053,000	21.1%
Goods & Services	E- LESS 02X	\$ 12,530,887	10.3%	\$ 16,850,285	13.1%	\$ 16,450,882	12.5%	\$ 15,768,659	12.3%
Travel	G-	\$ 343,100	0.3%	\$ 326,910	0.3%	\$ 348,854	0.3%	\$ 386,096	0.3%
Equipment	J- & K-	\$ 1,542,388	1.3%	\$ 1,827,196	1.4%	\$ 1,919,950	1.5%	\$ 1,395,064	1.1%
Personal Services	C-	\$ 271,995	0.2%	\$ 65,106	0.1%	\$ 330,991	0.3%	\$ 288,863	0.2%
Contingency & Reserves	E in 02x	\$ 35,326	0.0%	\$ 522,162	0.4%	\$ -	0.0%	\$ 21,922	0.0%
Other (Training Cont., Client Svcs, etc.)	N, P, x,	\$ 2,927,647	2.5%	\$ 2,316,067	1.8%	\$ 3,646,280	2.8%	\$ 4,687,587	3.7%
<b>TOTAL</b>		\$ 121,169,908	96%	\$ 128,858,803	99%	\$ 131,913,333	100%	\$ 127,980,902	100%

# Seattle Central College



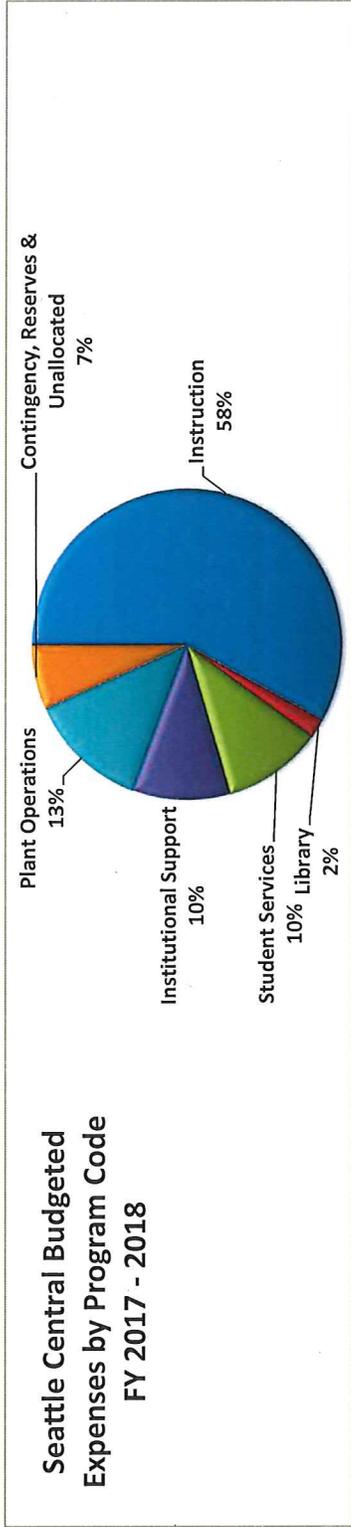
# SEATTLE CENTRAL COLLEGE

One of the Seattle Colleges

## PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET

OPERATING	Programs	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
Instruction	011 & 04x	26,119,194	29,000,862	29,080,611	28,165,398
Library	05x	879,054	915,511	864,975	1,007,763
Student Services	06x	4,195,595	4,467,213	4,966,229	5,057,440
Institutional Support	08x	5,227,316	6,031,521	5,434,399	4,992,277
Plant Operations	09x	5,205,103	5,540,563	5,729,981	6,106,673
Contingency, Reserves & Unallocated	02x	671,313	1,034,784	3,427,744	3,265,095
<b>TOTAL</b>		<b>\$ 42,297,575</b>	<b>\$ 46,990,454</b>	<b>\$ 49,503,939</b>	<b>\$ 48,594,646</b>

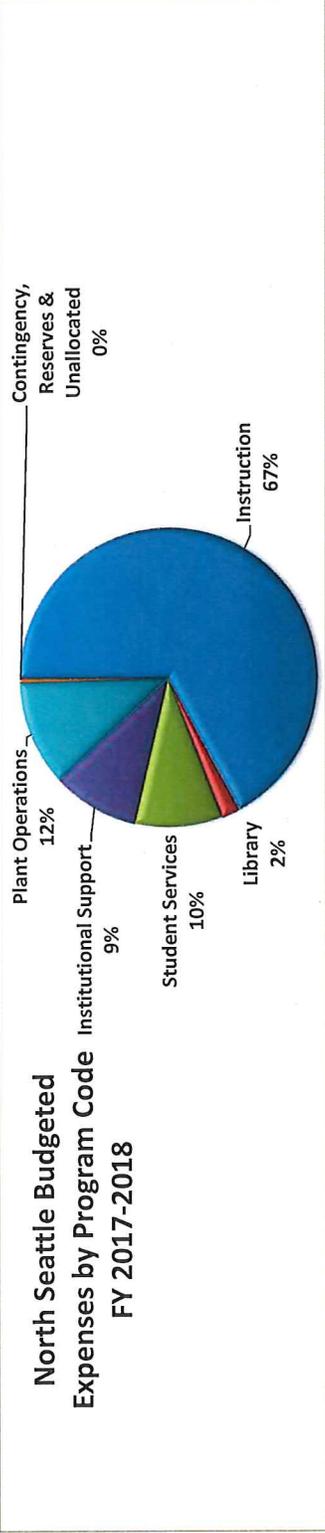
OPERATING CATEGORIES	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
FT Faculty	\$ 8,815,180	\$ 8,635,114	\$ 9,959,933	\$ 10,045,794
Faculty Stipend	\$ 249,400	\$ 476,064	\$ 383,277	\$ 457,083
PT / Pro Rata Faculty	\$ 7,978,846	\$ 8,152,063	\$ 7,499,934	\$ 7,199,876
Classified	\$ 6,015,106	\$ 6,709,380	\$ 7,066,994	\$ 6,630,700
Exempt	\$ 4,088,232	\$ 5,302,935	\$ 5,557,513	\$ 5,543,543
Overtime	\$ 10,000	\$ 15,042	\$ 15,042	\$ 15,042
Hourly, Students & Other	\$ 662,933	\$ 633,069	\$ 1,022,103	\$ 1,062,550
Benefits	\$ 8,953,814	\$ 11,429,930	\$ 10,772,000	\$ 10,726,197
Goods & Services	\$ 4,268,843	\$ 4,535,112	\$ 5,470,207	\$ 5,195,655
Travel	\$ 72,504	\$ 79,304	\$ 81,304	\$ 85,404
Equipment	\$ 331,324	\$ 683,935	\$ 919,888	\$ 879,289
Personal Services	\$ 2,025	\$ 2,025	\$ 31,525	\$ 31,525
Unallocated Funds	\$ -	\$ -	\$ -	\$ -
Other (Training Cont., Client Svcs, etc.)	\$ 849,368	\$ 336,481	\$ 724,219	\$ 721,988
<b>TOTAL</b>	<b>\$ 42,297,575</b>	<b>\$ 46,990,454</b>	<b>\$ 49,503,939</b>	<b>\$ 48,594,646</b>



**PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET**

OPERATING	Programs	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
Instruction	011 & 04x	\$ 19,486,679	\$ 21,351,243	\$ 20,476,239	\$ 20,678,364
Library	05x	\$ 582,473	\$ 579,626	\$ 655,706	\$ 619,881
Student Services	06x	\$ 2,677,136	\$ 2,162,713	\$ 2,752,046	\$ 2,951,302
Institutional Support	08x	\$ 3,069,452	\$ 3,032,490	\$ 3,222,166	\$ 2,895,159
Plant Operations	09x	\$ 3,241,918	\$ 3,488,378	\$ 3,482,245	\$ 3,543,563
Contingency, Reserves & Unallocated	02x	\$ 1,333,238	\$ 1,496,341	\$ 1,585,573	\$ 137,139
<b>TOTAL</b>		<b>\$ 30,390,896</b>	<b>\$ 32,110,791</b>	<b>\$ 32,173,975</b>	<b>\$ 30,825,408</b>

OPERATING CATEGORIES	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
FT Faculty	\$ 5,016,444	\$ 5,498,246	\$ 5,566,629	\$ 5,456,629
Faculty Stipend	\$ 274,422	\$ 354,749	\$ 378,304	\$ 399,197
PT / Pro Rata Faculty	\$ 6,180,977	\$ 6,706,295	\$ 5,432,089	\$ 4,927,245
Classified	\$ 3,988,637	\$ 4,218,168	\$ 4,449,576	\$ 4,327,317
Exempt	\$ 3,787,776	\$ 4,005,158	\$ 4,106,293	\$ 3,994,001
Overtime	\$ 2,600	\$ 2,600	\$ 1,500	\$ 1,500
Hourly, Students & Other	\$ 335,675	\$ 449,612	\$ 430,519	\$ 385,260
Benefits	\$ 5,953,434	\$ 7,448,080	\$ 6,953,701	\$ 6,628,645
Goods & Services	\$ 2,466,165	\$ 3,045,083	\$ 4,016,774	\$ 3,976,324
Travel	\$ 102,440	\$ 94,638	\$ 95,838	\$ 90,819
Equipment	\$ 79,915	\$ 144,979	\$ 114,044	\$ 103,582
Personal Services	\$ 20,670	\$ 24,670	\$ 158,362	\$ 149,231
Unallocated Funds	\$ 1,264,829	\$ -	\$ -	\$ 15,924
Other (Training Cont., Client Svcs, etc.)	\$ 916,912	\$ 118,513	\$ 470,346	\$ 369,734
<b>TOTAL</b>	<b>\$ 30,390,896</b>	<b>\$ 32,110,791</b>	<b>\$ 32,173,975</b>	<b>\$ 30,825,408</b>

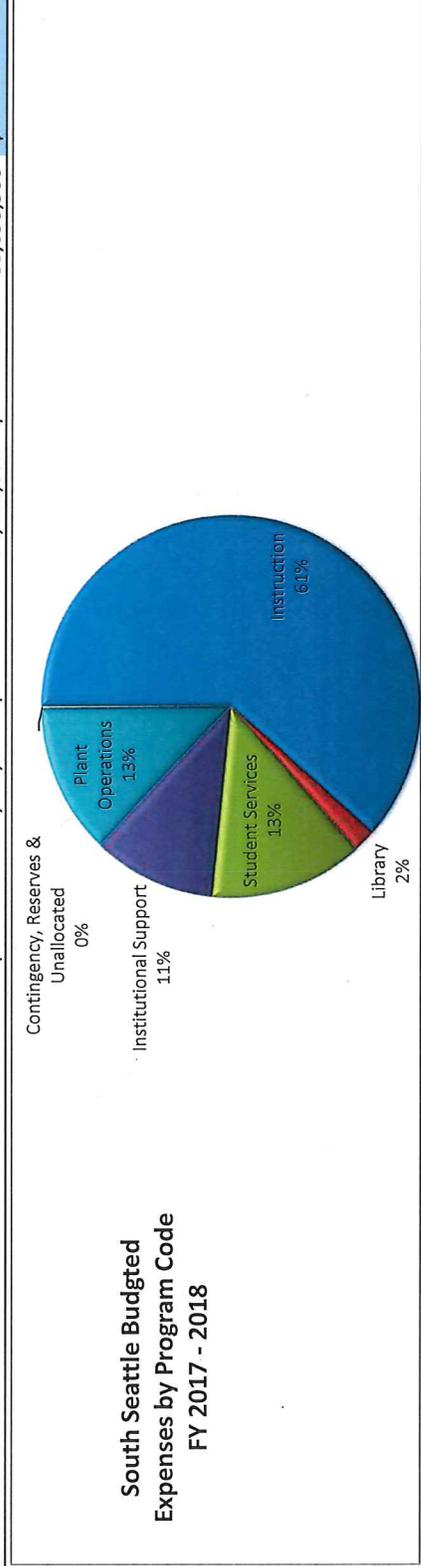




**PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET**

OPERATING	Programs	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
Instruction	011 & 04X	\$ 20,423,420	\$ 19,360,786	\$ 19,727,614	\$ 19,830,503
Library	05X	\$ 666,053	\$ 670,119	\$ 647,730	\$ 619,730
Student Services	06X	\$ 3,366,563	\$ 3,855,314	\$ 4,207,502	\$ 4,222,267
Institutional Support	08X	\$ 4,103,947	\$ 5,500,950	\$ 4,763,451	\$ 3,391,549
Plant Operations	09X	\$ 4,057,296	\$ 4,087,087	\$ 4,248,525	\$ 4,116,914
Contingency, Reserves & Unallocated	02X	\$ 964,348	\$ 948,376	\$ 104,084	\$ 53,026
<b>TOTAL</b>		<b>\$ 33,581,627</b>	<b>\$ 34,422,632</b>	<b>\$ 33,698,906</b>	<b>\$ 32,233,989</b>

OPERATING CATEGORIES	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
FT Faculty	\$ 4,925,382	\$ 5,307,238	\$ 5,567,848	\$ 5,307,163
Faculty Stipend	\$ 328,710	\$ 274,578	\$ 323,107	\$ 277,620
PT / Pro Rata Faculty	\$ 5,562,876	\$ 4,652,570	\$ 5,252,559	\$ 4,719,967
Classified	\$ 4,106,948	\$ 4,158,814	\$ 4,292,419	\$ 4,276,681
Exempt	\$ 4,461,361	\$ 4,532,417	\$ 4,933,597	\$ 3,992,326
Overtime	\$ 6,100	\$ 6,100	\$ 8,517	\$ 7,417
Hourly, Students & Other	\$ 517,285	\$ 484,244	\$ 676,944	\$ 581,749
Benefits	\$ 5,845,902	\$ 6,164,278	\$ 6,473,142	\$ 6,033,211
Goods & Services	\$ 3,388,778	\$ 6,521,573	\$ 3,567,605	\$ 3,497,598
Travel	\$ 77,893	\$ 71,243	\$ 71,475	\$ 71,475
Equipment	\$ 918,599	\$ 416,515	\$ 312,000	\$ 115,100
Personal Services	\$ 123,500	\$ 9,700	\$ 9,700	\$ 12,200
Unallocated Funds	\$ 672,574	\$ -	\$ -	\$ 5,998
Other (Training Cont., Client Svcs, etc.)	\$ 2,645,719	\$ 1,823,362	\$ 2,209,993	\$ 3,335,484
<b>TOTAL</b>	<b>\$ 33,581,627</b>	<b>\$ 34,422,632</b>	<b>\$ 33,698,906</b>	<b>\$ 32,233,989</b>

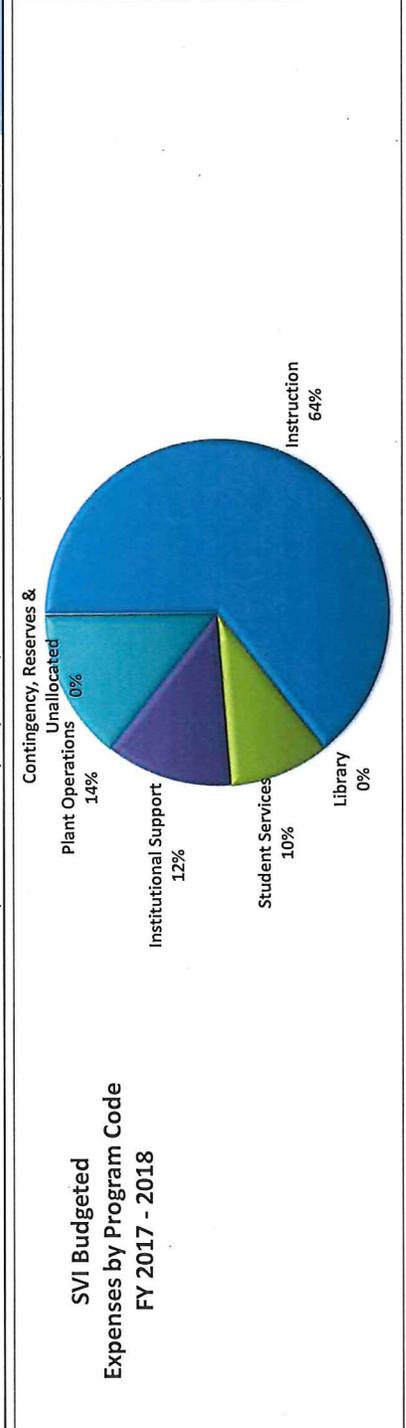




PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET

OPERATING	Programs	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-2018 (Proposed)
Instruction	011 & 04x	\$ 3,290,147	\$ 3,231,167	\$ 2,995,735	\$ 2,494,978
Library	05x	\$ -	\$ -	\$ -	\$ -
Student Services	06x	\$ 572,218	\$ 318,509	\$ 535,230	\$ 365,282
Institutional Support	08x	\$ 481,059	\$ 356,910	\$ 266,910	\$ 464,381
Plant Operations	09x	\$ 579,218	\$ 357,218	\$ 486,385	\$ 549,289
Contingency, Reserves & Unallocated	02x	\$ 152,454	\$ 701,713	\$ 304,323	\$ 5,000
<b>TOTAL</b>		<b>\$ 5,075,096</b>	<b>\$ 4,965,517</b>	<b>\$ 4,588,583</b>	<b>\$ 3,878,929</b>

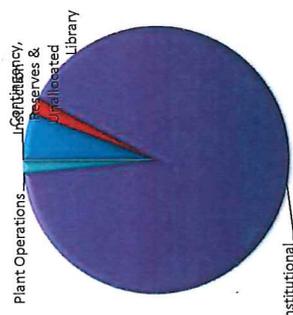
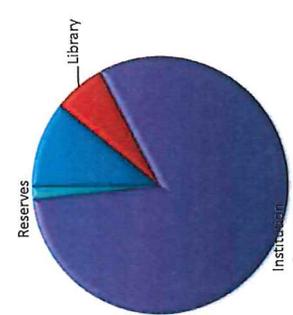
OPERATING CATEGORIES	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-2018 (Proposed)
FT Faculty	\$ 444,127	\$ 444,128	\$ 444,127	\$ 240,707
Faculty Stipend	\$ 144,299	\$ 141,436	\$ 141,436	\$ 67,419
PT / Pro Rata Faculty	\$ 1,200,879	\$ 1,200,879	\$ 966,462	\$ 687,621
Classified	\$ 659,583	\$ 659,583	\$ 619,583	\$ 550,615
Exempt	\$ 514,173	\$ 514,173	\$ 464,173	\$ 397,981
Overtime	\$ -	\$ -	\$ -	\$ 3,470
Hourly, Students & Other	\$ 92,500	\$ 92,500	\$ 92,500	\$ 191,261
Benefits	\$ 1,164,926	\$ 1,091,980	\$ 1,090,965	\$ 1,057,554
Goods & Services	\$ 443,945	\$ 434,422	\$ 368,018	\$ 434,968
Travel	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,525
Equipment	\$ 3,000	\$ 384,916	\$ 183,097	\$ 9,427
Personal Services	\$ -	\$ -	\$ -	\$ -
Unallocated Funds	\$ 152,454	\$ -	\$ -	\$ -
Other (Training Cont., Client Svcs, etc.)	\$ 253,710	\$ -	\$ 216,722	\$ 235,381
<b>TOTAL</b>	<b>\$ 5,075,096</b>	<b>\$ 4,965,517</b>	<b>\$ 4,588,583</b>	<b>\$ 3,878,929</b>



# Seattle Colleges District-Wide & Siegal Center

## PROPOSED FISCAL YEAR 2017-2018 OPERATING BUDGET

District Wide		FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Proposed)
<b>OPERATING</b>	<b>Programs</b>				
	011 & 04x	\$ 384,843	\$ 328,750	\$ 400,457	\$ 403,461
	05x	\$ 102,635	\$ 102,635	\$ 188,776	\$ 239,636
	06x	\$ -	\$ -	\$ -	\$ -
	08x	\$ 2,965,384	\$ 2,910,045	\$ 3,023,357	\$ 3,008,357
	09x	\$ 57,326	\$ 57,326	\$ 58,000	\$ 59,600
	02x	\$ 112,018	\$ 120,533	\$ -	\$ -
	Contingency, Reserves & Unallocated	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$ 3,622,206</b>	<b>\$ 3,519,289</b>	<b>\$ 3,670,590</b>	<b>\$ 3,711,054</b>
<b>OPERATING CATEGORIES</b>					
	AE	\$ 119,217	\$ 119,217	\$ 124,003	\$ 126,483
	AF	\$ 127,233	\$ 56,227	\$ 118,892	\$ 118,566
	AG & AH	\$ -	\$ -	\$ 7,400	\$ 23,056
	AK	\$ 275,749	\$ 225,552	\$ -	\$ -
	AA, AB, AC, AZ	\$ 316,346	\$ 296,815	\$ 26,214	\$ 26,738
	AU	\$ -	\$ -	\$ -	\$ -
	All other	\$ 208,098	\$ 208,098	\$ 327,500	\$ 313,000
	B-	\$ 477,610	\$ 481,593	\$ 425,008	\$ 694,527
	E- LESS 02X	\$ 1,524,963	\$ 2,005,780	\$ 2,244,175	\$ 2,084,541
	G-	\$ 39,172	\$ 37,227	\$ 24,477	\$ 24,477
	J- & K-	\$ 165,800	\$ 82,780	\$ 345,421	\$ 272,166
	C-	\$ 106,000	\$ 6,000	\$ 27,500	\$ 27,500
	E in 02x	\$ 262,018	\$ -	\$ -	\$ -
	Unallocated Funds	\$ -	\$ -	\$ -	\$ -
	Other (Training Cont., Client Svcs, etc.)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$ 3,622,206</b>	<b>\$ 3,519,289</b>	<b>\$ 3,670,590</b>	<b>\$ 3,711,054</b>



Siegal Center		FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018 (Projection)
<b>OPERATING</b>	<b>Programs</b>				
	011 & 04x	\$ -	\$ -	\$ -	\$ 500,000
	05x	\$ 143,431	\$ 154,790	\$ 157,401	\$ 162,665
	06x	\$ -	\$ -	\$ -	\$ -
	08x	\$ 5,659,046	\$ 5,590,664	\$ 8,022,958	\$ 7,879,433
	09x	\$ 41,600	\$ 41,600	\$ 41,600	\$ 41,600
	02x	\$ 358,431	\$ 1,063,066	\$ 35,168	\$ -
	Contingency, Reserves & Unallocated	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$ 6,202,508</b>	<b>\$ 6,850,120</b>	<b>\$ 8,257,127</b>	<b>\$ 8,670,698</b>

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Kurt Buttleman

**DATE:** June 8, 2017

**SUBJECT:** Policy 152 – First Reading

**Background**

The attached Tendering and Accepting Gifts for SCD policy revision is suggested in accordance with the practices of the Seattle Colleges.

**Recommendation**

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

Submitted by:



Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Shouan Pan  
Chancellor

## Seattle College District Policy

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NUMBER: 152

TITLE: Tendering and Accepting Gifts for SECD

Adopted Date: 10/15/1985 Last Revised: 6/10/2010

~~The Board of Trustees will accept gifts on behalf of the District which are deemed by the Board to be beneficial to the primary function of the institution. In evaluating the appropriateness of proposed gifts, the Board will consider:~~

- ~~1. the nature of the gift and how it will assist the District in meeting its goals and objectives;~~
- ~~2. any costs involved in the acceptance or use of the gifts and the budgetary impact of such costs upon the institution;~~
- ~~3. conditions attendant to the acceptance of the gift and all ramifications of such conditions upon the programs of the District, its public image, and its philosophical bases;~~
- ~~4. any real or implied obligations derived from the acceptance of a gift and possible conflicts of interests which may result.~~

~~All gifts to the District can be accepted only by the Board of Trustees or upon the express authority of the Board.~~

The board of trustees is authorized to accept gifts - including but not limited to cash, stocks or shares, real property, equipment, works of art, and other tangible items of value - in the name of the college, provided that such gifts are appropriate to the college's mission and would not create a conflict of interest. Gifts to the colleges are to be kept distinct from gifts to the respective college campus Foundation(s). The intent of the donor determines ownership of the gift.

The board has also delegated to the president(s) the authority to accept gifts. Such gifts become property of Seattle Colleges, to be used or disposed of at the board's discretion, in keeping with any terms or conditions attached to the gifts.

All funds and gifts in-kind in excess of \$250K, within a fiscal year, from the same donor, to be received on behalf of Seattle College District VI, its campuses and District operations, will be presented to the Seattle College District Board of Trustees for approval.

An annual report of Tendered Gifts will be provided to the Board of Trustees in October. This report will also include information on scholarships given by the Foundation as informational.

Board of Trustees - Revision & Adoption History

*Adopted: 10/15/1985*

*Revised: 10/20/1993*

*Revised: 6/10/2010*

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Shouan Pan

**DATE:** June 8, 2017

**SUBJECT:** Seattle Colleges Strategic Plan 2017-23 – First Reading

### Background

The district's current strategic plan is scheduled to sunset in 2017. With this timing in mind, at the start of the 2016–17 academic year, the Board of Trustees initiated a process to develop a new districtwide strategic plan. Beginning in the Winter Quarter of 2017, numerous one-on-one and small- and large-group conversations were held to engage internal and external community members. Hundreds from the Seattle Colleges and community partnering organizations contributed their ideas. This first reading captures and distills the board's current thinking – informed by input from the Seattle Colleges community – and presents a new mission and vision and set of values and goals. Additional components of the strategic plan, such as strategies and measures, will be presented to the board in the coming months for informational purposes. Upon final approval of the 2017–23 Seattle Colleges Strategic Plan, the Board of Trustees and Seattle Colleges leadership will work with faculty, staff, and students to regularly assess progress and review/update goals and the supporting strategies.

### Recommended Action

A second reading and request for final action to approve the Seattle Colleges Strategic Plan will be on the agenda at the July 13 meeting.

Submitted by and transmitted to the Board as information,



Dr. Shouan Pan  
Chancellor

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Shouan Pan, Chancellor  
Members of Executive Cabinet contributed to this report.

**DATE:** June 8, 2017

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

**I. Student Success**  
**a. Enrollment**

**TRiO Educational Opportunity Center Opens at South**

The TRiO Educational Opportunity Center (EOC) at SSC opened in May, offering free one-on-one help for adults with questions about paying for and attending college. EOC advisors provide assistance with financial aid, funding options, career guidance and college admissions applications to qualified adults who seek to enter or continue an academic or vocational degree or certificate program, whether that program is at South Seattle College or another college or university in the area.

Staff also refer clients to programs that provide support with English language proficiency, high school completion and adult basic education. Sponsored by the US Department of Education Federal TRiO Programs, the EOC welcomes qualified adults, and aims to provide support to low-income, first-generation college students, and veterans (including family members) in an effort to increase the number of adults who enroll and complete an academic or vocational programs.

**Introducing Future 13<sup>th</sup> Year Scholars to the Scholarship at West Seattle High School**

Professional-technical program deans and 13<sup>th</sup> Year Promise Scholarship staff of SSC attended West Seattle High School's "Career Connections: A Student Showcase" event on May 25, where students in the high school's Career Tech Education Department showed off their impressive creations made over the past year in fields ranging from IT to culinary arts and automotive technology. During the showcase, 13<sup>th</sup> Year Staff introduced students who will be graduating in 2018 and beyond to the 13<sup>th</sup> Year Promise Scholarship that is expanding to WSHS.

**b. Student Learning, Retention and Completion****Two South Students Named UW Martin Scholars**

SSC students Tam Mai and Tekhong Meach were named two of the four 2017 University of Washington Martin Scholars. The Martin Family Foundation Achievement Scholarship selects

students early in their community college career and will fund, encourage and support their study and eventual transfer to the UW-Seattle Campus. Individuals selected for the 2017 MAS will continue at their respective colleges to complete their courses of study and eligibility credits for specific degree work and will transfer to the UW in 2018. Tam, an immigrant from Vietnam, is earning her Associate of Science degree with a passion for computers and programming. Tekhong moved to the United States from Cambodia in 2014 and is studying computer science with plans to enter the field of artificial intelligence.

### **South's Aviation Maintenance Technology Program Partners with Delta Air Lines**

After an extensive evaluation process, Delta Air Lines has selected SSC as an approved partner college in training future aviation maintenance technicians for careers with the global aviation company. South's Federal Aviation Administration (FAA) certified Aviation Maintenance Technology (AMT) program has been training technicians since the 1970s. Delta foresees high demand for well-trained AMT professionals in the airline industry, and selected South along with 38 other AMT programs across the nation as a training partner. South and Delta have already been working closely since 2014, when a paid internship program launched that has become a national model Delta is now replicating in other cities.

### **Outstanding Student Awards at South Celebrate Those Who Shine Through**

In addition to congratulating students who made the President's and Dean's lists for academic achievement, SSC held an Outstanding Student Awards event on June 6 that celebrated faculty and staff-nominated students who excel at South, often times in the face of personal adversity that makes college success a true feat. While some of these students may not have GPAs that qualify for academic achievement lists, their dedication to their field of study, civic engagement, public service and cultural wealth was rightfully recognized.

### **Contextualized Learning Videos produced by SCCtv**

SCCtv is working to create a number of videos at North Seattle College that will promote the contextualizing of various courses. The series of videos will be funded by HEET Grant money.

### **Two Graphic Design students from Central advance to national advertising competition**

Wynn Adele and Liz McCarty, two of the six students who won local and regional American Advertising awards, or ADDYs, will move on to compete at nationals this upcoming weekend. The two students won a gold award for their Seattle Gay Pride video campaign at the local ADDY competition in March. They next won a gold ADDY at the regional level, which

encompasses Washington, Alaska, Oregon, Idaho and Montana. The last stage of the competition is the national competition in New Orleans on June 10, where the 2017 award winners will be announced.

### **ESL Week**

Last month, Seattle Central's Basic and Transitional Studies (BTS) Division hosted ESL Week, an effort to show the approximately 2,000 immigrant and refugee students that they are supported and integral to the campus community. The week featured several events:

- A May Day March for Workers and Immigrants
- ESL students hosted tables with items from their home countries including flags, food, soccer jerseys, traditional clothing, jewelry, art and more.
- Several community-based organizations set up resource tables that highlighted a broad range of services for the immigrant and refugee community across Seattle.

Approximately 200 participants connected to ESL Week activities over the course of the week.

## **II. Financial Health**

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

#### **NSC President's All-Campus Q&A Meeting**

President Brown met with college employees on May 24 for an all-campus meeting to update them on legislative items, the budget process and to answer any questions. The President spoke candidly of the many budget pressures facing our college and district, including the State's new funding allocation model and declining enrollment trends.

### **b. College/District Foundation updates**

#### **Celebrating a 13<sup>th</sup> Year Promise Scholarship Milestone at South**

On May 22, the South Seattle College Foundation was joined by longtime college supporters, students, staff and faculty to celebrate raising \$9.2 million to support the 13<sup>th</sup> Year Promise Scholarship in perpetuity at four of South's service-area high schools. South already serves Chief Sealth, Rainier Beach and Cleveland high schools with the 13<sup>th</sup> Year, and will add West Seattle starting with their Class of 2018.

#### **NSC Foundation Update**

The North Seattle College Education Fund held its 15th annual gala, *Building Dreams*, on May 18. Attendance increased by 12% this year. The industry partners, alumni, new and longtime supporters contributed \$101,295.00 in support of the new North Star Fund. The event signifies an important shift to a cultivation event that increases awareness, engagement, and major

donor interest. The Education Fund is encouraged by the positive feedback, excited about a corporate partner's interest in making a larger gift, a guest's new membership on an advisory board and an alumni's commitment to engage his employer in an upcoming job fair.

### **SCC 50<sup>th</sup> Anniversary gala raises record amount**

Last month, more than 450 people attended Seattle Central College's 50th Anniversary *Believe Gala*, which raised a record \$393,000 to support the college and its students. The event featured work by students from multiple programs. Graphic Design students created interactive designs and the decorative atmosphere. Dresses from students in the Apparel Design and Development, and furniture built by students in the Wood Technology program, were on display during the reception. A Seattle Culinary Academy alumnus crafted cocktails and hors d'oeuvres, and current culinary students prepared desserts.

Two tables at the event were dedicated to remember former Seattle Central employees Rachel Hidaka, Frank Fuji and Mike Castellano, and former student Al Sugiyama, who contributed to the Seattle community. These individuals were honored for their commitment to Seattle Central and transformational education in Seattle and across the Puget Sound region. Al recently passed away after a courageous battle with cancer.

### **District Foundation received Gate Foundation award in support of Jill Wakefield Scholarship**

The Bill & Melinda Gates Foundation awarded Seattle Colleges Foundation \$350,000 in support of the Jill Wakefield Scholarship. The funds will be distributed to colleges as emergency funds for students experiencing extreme financial hardships.

## **III. Strategic Planning**

### **Meeting with student leaders**

On May 22, Chancellor Pan met with student leaders from the colleges to talk about the strategic plan and ASI. On May 25, President Edwards Lange and Chancellor Pan hosted an open student forum at Seattle Central College.

## **IV. Achieving System Integration (ASI) Update**

### **Stakeholder Input Meetings at all three colleges completed**

During the month of May, Victor Kuo and Shouan Pan, in collaboration with the three college presidents, held six Stakeholder Input meetings at all three colleges. Faculty and classified employees at each of the colleges attended the meetings where Victor and Shouan addressed questions and collected feedback from faculty and classified employees concerning strategic planning and the ASI initiatives.

**V. External Affairs****a. Legislative engagement****President Oertli Joins in Celebrating Bruce and Joanne Harrell's Contributions to Diversity**

South Seattle College President Gary Oertli took part in honoring Joanne and Bruce Harrell, who received the University of Washington Office of Minority Affairs & Diversity Charles E. Odegaard Award for their leadership on behalf of diversity, equity and inclusion in our communities. Seattle City Councilmember Bruce and his wife Joanne, a member of UW's Board of Regents and Senior Director for U.S. Citizenship and Public Affairs at Microsoft, were officially recognized at a scholarship fundraising event on May 16. President Oertli recorded a congratulation message to the pair for their work in addressing educational equity gaps and attended the celebration.

**Chancellor Pan Invited to attend King County Health Enrollment Leadership Circle Meeting**

King County Executive Dow Constantine invited Chancellor Pan to attend the Health Enrollment Leadership Circle Meeting to discuss the impact of recent federal action on King County's safety-net population, challenges the community is facing accessing health and human services and community responses.

**b. Business/Community****Honoring Donors and Scholarship Recipients at South's Friends of the College Event**

On May 15, the South Seattle College Foundation welcomed scholarship donors and student recipients to the 2017 Friends of the College reception. The annual event celebrated student success through scholarship opportunities, and connected student recipients with representatives of their awarded scholarships. South's Foundation has connected students with scholarship opportunities since 1980; in 2016 alone approximately \$831,273 in scholarships were awarded to 423 students. This year South welcomed 14 individual donors and community organizations to the event, which began with a student networking activity. Two student speakers, Associate of Arts transfer students Daniel Juarez and Chhavi Mehra, concluded the event with speeches advocating the importance of financial aid opportunities for underserved and international student populations.

The winner of this year's Alumni of the Year Award was also announced: Mike Hagler, a 1990 graduate of the Aviation Maintenance Technology (AMT) program at South has had a successful 27-year career with Delta and American airlines, and was instrumental in creating a paid internship program between Delta and South.

**South Seattle College Dedicates Hermanson Sustainable Building Science Technology Center**

South Seattle College celebrated the dedication of the Hermanson Sustainable Building Science Technology Center on May 17. The ceremony recognized Jerry Hermanson for his steadfast support of the college over the years. Jerry, a construction industry trailblazer, is a former member of both the President's Advisory Council at South and the SSC Foundation Board of Directors. Jerry and his wife Linda have been longtime advocates for post-secondary student success at the college. Their generous contributions include the Jerry and Linda Hermanson Endowed Scholarship and the Hermanson Sustainable Building Science Technology Endowment, which supports programs activities associated with the bachelors of applied science degree in Sustainable Building Science Technology offered at South.

**Port of Seattle Maritime 101 Radio and Television Ads**

SCCtv recently finished work on six radio and television ads for the Port of Seattle, promoting the importance of Maritime jobs to our region. Featuring industry leaders, including Foss Maritime, Crowley Maritime, Glostén Associates Marine Engineering and Vigor Industries, the ad campaign will broadcast throughout the month of May. SCCtv also created a single radio and television ad promoting the Port's Maritime Festival, held for the first time at the Seattle Colleges' Maritime Academy.

**Seattle Central Hosts Fashion Industry Conference**

The college's School of Apparel Design and Development hosted the sixth annual Fashion Industry Conference for high school students throughout Washington. The conference aims to introduce potential career paths in the fashion industry to high school students while high school instructors explore college level expectations for students. Fashion programs at Washington state colleges and universities and the Fashion Institute of Design and Merchandising (FIDM) attended. The conference's keynote speaker was Seattle Central alumnus Rafael Soto, a successful fashion designer whose clothes are sold in retailers in New York, Atlanta, Hong Kong and Toronto. Rafael currently works for Amazon's private label division.

**VI. Pride Points****Memorial Day Events at South a Strong Reminder of Veteran Sacrifice**

South Seattle College held a Memorial Day ceremony and barbeque on May 26 to gather and pay homage to veterans who are no longer with us. On June 1, the college celebrated their current veterans with a "Cords & Coins" event, where graduating veterans were presented with red, white and blue graduation cords and our new student veterans were given South Seattle College Challenge Coins.

**Employee Service Awards held district wide**

The three colleges and Siegal Center all celebrated employees who have served for 5, 10, 15, 20 + years. At South, employees recognized represented an amazing 1330 years of service. 100 employees were honored, with service awards ranging from 5 to 45 years. North's employee recognition included 7 retirees and announcement of the Classified Employee of the Year. At Central, 150 faculty and staff members received recognition for their service. The highlight of the ceremony was Marlene Palazzo, an instructor in the Business IT program, who reached the astounding 55-year service milestone this year. Marlene began working at Edison Technical School in 1962 before it became Seattle Central College.

**First Cohort of New Leadership Development Program Graduates**

More than 20 North employees successfully completed a new Leadership Development Program that's rooted in equity and was created by the college's Office of Diversity and Inclusion and Office of Human Resources. The program was launched in fall 2016 with the purpose of providing leadership development training and experience to all employees of the college. Employees were invited to apply for the cohort program and those selected were required to attend the full 44-hour training and complete assigned readings. On May 12, participants presented their final projects and were honored with certificates. President Brown and members of North's Executive Team were in attendance. The program demonstrates an innovative and cost effective way for providing professional development opportunities for employees.

**North Student Awarded Prestigious Jack Kent Cooke Scholarship**

North student Tiffany Carpenter was recently awarded the Jack Kent Cooke Scholarship for transfer students. The scholarship is a prestigious award from the Cooke Foundation, which is a private, independent foundation dedicated to advancing the education of exceptionally promising students who have financial need. The Foundation supports exceptional students from elementary school to graduate school through scholarships, grants, direct service, and knowledge creation and dissemination. Carpenter is earning an Associate in Business degree and an Associate of Arts degree at North and plans to transfer to Cornell University in fall 2017 to complete her bachelor's degree.

**North Launches New Website**

In early June, the college launched a new website that is now mobile-friendly, more accessible and easier to navigate. The site was developed by the college web team and includes feedback from employees and students that was gathered over the past year. The

site will be launched in phases, with the first iteration focusing on the homepage and secondary pages.

**Honor society chapter is a top performer**

Seattle Central College's chapter of Phi Theta Kappa – the national honor society for two-year college students – has been recognized as a Top 100 Chapter. Out of 1,300 chapters worldwide, the college's chapter received the award in recognition of its Honors in Action and College projects, and was recognized in front of nearly 4,000 students, advisors and college administrators at PTK's recent annual convention in Nashville, Tenn.



To: Seattle Colleges Board of Trustees

From: Annette Stofer, AFT Seattle President

Re: Report for June 8, 2017 meeting

This spring quarter has been a whirlwind of action on many fronts. Many of us look forward to a change of pace this summer. But before that, there is a lot of important work to finish.

Last month I mentioned AFT Seattle's officer elections, which will be in full swing when this meeting is held. There is a lot of interest and even a contested race for president. It's good for democracy and good for the union.

May 25 was the last scheduled bargaining session on a new faculty contract. The session ended in strange territory, so at the time of this writing, there is uncertainty about wrapping up negotiations.

The SCD implemented a new policy on email use, affecting access to the distribution lists and the "reply all" option. AFT Seattle appreciates that our use of email for communications continues as agreed to in Article 2.8 of our CBA. We are watching for ways in which faculty have been hindered in their jobs by the new procedures and will advocate as needed for restoration of their ability to communicate directly with faculty about instructional matters. Librarians and Counselors have already been identified as people who cannot carry out their responsibilities if they cannot keep the rest of us fully informed. The positive response to allow them access is appreciated and important.

I want to take an opportunity to publicly thank the people in the Siegal Center that work in close proximity to me and show kindness and respect. The AFT Seattle President is isolated in many ways day-to-day, but the work place is comfortable. When I need assistance, people are responsive and able. I'm impressed by the camaraderie all around. I am aware that it is a stressful time for those in District positions, too. Even with the anxiety people are feeling, they are professional and hardworking. I learn a lot working here.

**WFSE Local 304**

MEMORANDUM

May , 2017

To: Board of Trustees  
Seattle Colleges District

From: Ty Pethe  
President of WFSE Local 304

Subject: June Report

Our classified staff across our district are growing more unsettled about upcoming budget cuts, district integration, and current state negotiations over the bi-annual budget. This is building a strong movement that can take action in solidarity. We firmly stand behind our fellow union members in AFT as they struggle to negotiate a contract. We stand by our AFT pro-staff colleagues who have seen their contracts not renewed. And... We stand with our students who are concerned about cutting classes and angered by their lack of voice.

On May 24<sup>th</sup>, classified staff across the district participated in workplace action to let our voices be heard and demand a fair workplace, funding for higher education, and a state budget that fully funds our negotiated cost of living adjustments.



While we continue to work with the administration on these issues through normal means (*Union-Management Communications Committee, campus meetings, etc.*), many of our members feel that this is not enough and that more direct action is necessary to create change. From my experience, many students, staff, and faculty are beginning to question the relevance and effectiveness of normal processes.

I would encourage every leader within the Seattle Colleges District to take a moment to step back and acknowledge the feelings of the campus community. Please take a moment to listen to their fears and frustrations and talk to them. If you value our students and employees, please find a way to hear their voices and address their issue.

**Here's an example of the hard work that is done by our WFSE Members:**

Our Facilities & Engineering Department has worked on many difficult and expensive projects over the last year. Typically, our members can do a job for a third of the price of a contractor or better. When Paul Lindstrom (our plumber at Seattle Central) was in the private field in 2006, his truck charge was \$120.00 per hour. Prevailing wage on state jobs for plumbing, refrigeration, and electricians in King County is currently around \$70 per hour. Our members earn anywhere between \$19.36 to \$35.03 per hour. Some of the work done by our members would otherwise need to be done by a certified Honeywell service technician and would cost between \$130 and \$160 per hour.

Below are some of the projects they have completed within the last year:

**Backflow device that serves our main 6" water supply line for all of Phase I and II:**



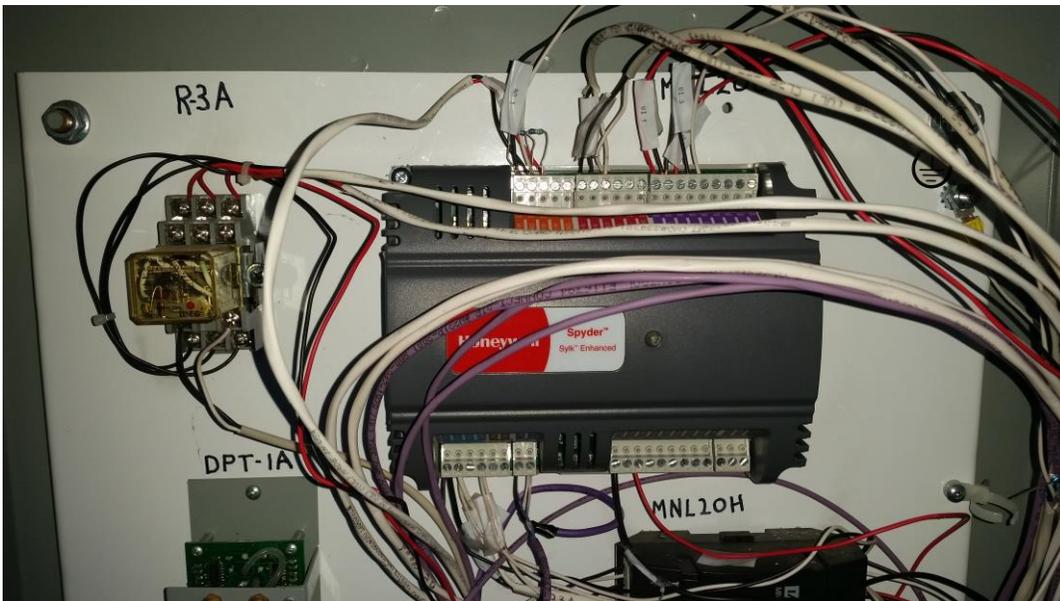
Our members found a manufacturer's defect in a routine (*annual*) backflow test. Due to our rapport with manufacturer representatives and local vendors, they were able to quickly get a replacement (*even though the manufacturer's warranty was long over*) and an upgrade to a stainless steel assembly at no cost to us. This was not a plug and play endeavor. The take off for the new assembly required a water shutdown of the whole building and refitting of the existing piping. The majority of the work was performed by two of our members within approximately six hours. This work was crucial in order to provide clean water to people on campus.

### Miles working on a fan assembly:



Miles Kelly (Maintenance Mechanic I – Pay Range 42G: \$19.36 to \$22.45 per hour) is shown working on one of our large blower assemble units. This work keeps our HVAC running and our air conditioning working. It is hard, dirty, and potential dangerous work usually at significant height on a ladder. Once again, a certified Honeywell service technician would cost between \$130 and \$160 per hour.

### HRU-4 SPYDER Control Unit



This is a picture of a Honeywell SPYDER controller that was installed by our engineering staff that controls Edison's HRU-4. This controller is expensive and can be ruined simply by sneezing while connecting the control wiring. This did require some coordination with a Control Technician from Macdonald Miller (*an outside contractor*), but all field wiring and troubleshooting was done by our staff, including finding a short in the safety circuit.

### Custom designed and constructed sink for Seattle Central's Fine Arts Department



This is a picture of a custom install inside a closet of the Fine Arts building. This miniature cabinet enclosure was made from recycled materials that were salvaged from rooms in the Phase I and II building. The sink was reclaimed from remodeled spaces in Phase I. The 1974 orange and grey Formica was from former Nursing Department classroom - BE 3125. The faucet was rebuilt from parts in the shop and an old reclaimed Chicago faucet from Nursing. Our members were told not to spend any money on this project, but we are still required to bring value to our customers (*students, faculty, and staff*). A contractor would have broken the bank on this job the moment they were hired.

### District Office Heat Pump Replacement



This is a picture of a water source heat pump unit that was replaced at the District Office. This work required experience in sheet metal detailing/fabrication, commercial HVACR, and Honeywell control systems. Our members did the job from beginning to start up without contractor assistance (*other than the fabricated parts we ordered*). They even added a discharge air temperature sensor to better diagnose/troubleshoot problems from our Energy Management System. This unit supplies clean filtered and conditioned air to the second floor break room.

**Restoration of *Fountain*, a large art installation donated to Seattle Central from George Tsutakawa**



Seattle Central College is home to *Fountain*, one of George Tsutakawa's 70 fountains and public sculpture commissions worldwide. Born in Seattle, George Tsutakawa (1910-1997) was a student at Broadway High School and became an internationally renowned painter, sculptor, fountain maker, and educator.

The pump room for *Fountain* was brought back to life by our engineering staff and a part time employee. The old system had to be completely removed and replaced. According to David Ernevad, Seattle Central's capital project manager, has told me that it was a substantial difference in costs for the job done by our members compared to the bids from outside contractors.

Sincerely & With Much Thanks,

*Ty Pethe*

President of WFSE Local 304

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## MEMORANDUM

**TO:** Board of Trustees  
Seattle Colleges

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

**DATE:** June 8th, 2017

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

### **IMMIGRATION INFORMATION SESSION - April 12**

The United Student Association Social Activities Officer Krisna Mandujano organized an immigration information session, with an immigration attorney, for students to receive information and answer any questions about changes in immigration laws.

### **EARTH WEEK - April 17 to 22**

Earth Week was organized by United Student Association Community Service Officer Zari Akkuly and the campus Sustainability Committee. Awareness for human impact on the environment as well as sustainable alternatives were marketed through a given theme of the day. Thursday, April 20th in particular, garnered a large participation of almost 200 students to decorate and receive a reusable water bottle (purchased by the USA) to reduce plastic bottle waste on campus. The culmination of the week was our annual Earth Day work party sponsored by Phi Theta Kappa Honor Society, Center for International Education, and Earth Corps in which 23 students volunteered to plant trees and remove invasive species at Pigeon Point Park.

### **FOOD DRIVE TO SUPPORT NEW STUDENT FOOD PANTRY - April 24 to 28**

Phi Theta Kappa Honor Society organized a campus food drive to support the new food pantry. Ramen, soup, cereals, granola bars and toiletries will support up to 30 students in need.

### **BLOOD DRIVE - April 27th**

In partnership with Bloodworks Northwest, the United Student Association held our quarterly blood drive on April 27<sup>th</sup> in which 24 donors registered, 8 of which registered for the first time, collecting enough blood to potentially save 57 lives.

### **COURSE CANCELLATION SURVEY UPDATE**

On April 28th, the college sent a survey to 2745 students aimed at discovering the registration habits of students. We received 124 responses and we hope it will yield information that allows staff and faculty to collaborate in solving these issues in the best interest of our student body.

### **STUDENT GOVERNMENT ELECTIONS**

After providing nine orientation sessions, the Election Committee extended the deadline for applications by one week and has now received notification from nearly 20 candidates. Elections will be held May 17-19. New officers will shadow the out-going team for two weeks and officially begin training in September.

**DATE:** June 8 , 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

**Services and Activities Budget Committee:**

On the 17<sup>th</sup> May, 2017, the Services and Activities Budget Committee finalized and approved the 2017-18 S&A Budget Allocation. We have a budget of 1.533 million and received 31 budget requests, a total of \$1.862 million from different departments and divisions from Central. The S&A Committee reviews and prioritizes the areas to cut and what areas needed to be increased (i.e. student hourly from \$13 to \$15, reduction of programs). On the 23<sup>rd</sup> Mar, 2017, the Executive of Finance brought the recommendation budget to the ASC meeting for approval. And the ASC approved and ratified it.

**Orca Card Survey:**

North, South, and Central campuses agreed on a survey that encapsulates what we want to ask the students of each college regarding a new Orca card/system. This is a temperature check to see if the general student body is expressing a real need for this and by what numbers. This survey originally went out with a broken link that was then corrected and re-sent out 5/12/17. Each campus heavily promoted on their respective campus the importance of taking this survey for one week. One week was chosen as statistically after that period the drop off in responses is huge with majority inclined to respond to have done so already. This data will help in the three-yearlong mission we have embarked upon -- at Central at least – to have a better program for the Orca program.

**Orca Card Issues:**

The Student Advocacy Committee plan to take the data from the survey and the stories students have shared to Seattle City Council for support and ultimately King County Council for a measure to be ratified into legislative law. It has been a long arduous journey but we are hoping to finish strong with at least a student fare put in place with infrastructure in the future to have a UPASS type card being drummed up for our college district. Many students can't afford to attend school and that hurts the student and hurts retention. We can solve the barrier of the cost to many with a student like fare.

**President Medal:**

The Student Success Committee were waiting on getting approved by the president has finally been approved. We, the Student Success committee, released the nomination sheet as well as create a timeline for the process of picking the students that receive the medal. The deadline to

submit the medal is Monday the 29<sup>th</sup> at 4:30. Following that, we will be conducting interviews to pick our finalists. The President and Vice-President want to be involved in looking over who receives the medal, as the medal is in their honor. I've e-mailed President Sheila and Vice-President Yoshiko to ask how they would like to be involved in reviewing or choosing the President and Vice-president Medal Award.

**Issues and Concerns Committee:**

1. Seattle Central College Application (Phone app): Done. Expected launch is Fall 2017. Everything that is needed for launching this app is ready and will be deployed by fall quarter. Advertisement and campaigning will start soon.
2. SCC's Climate Forum: Coming up with in a week. We are trying to invite the chancellor and not sure about the exact day. There will be students, faculty, and instructors. Students will share their experience and how they generally think about our school environment.
3. Library Hours: Looking for money for the coming year, and looking for ways to distribute the load that is required by students. Since this is a new program and it is tested this year. It turned out that this test trial was very successful, and we will be modifying our ASC bylaws for considering this program.
4. Replied to Students Issues: Met students individually who had issues, and suggested solutions for what can be done.



## MEMORANDUM

TO: Board of Trustees  
Seattle Colleges District

FROM: Sara Michelassi  
Student Body President  
North Seattle College

DATE: June 8<sup>th</sup>, 2017

SUBJECT: STUDENT ADMINISTRATIVE TEAM REPORT -Information Only

- **Student Initiatives** - Student Leadership has continued working on ongoing student initiatives, as well as recently taking on new initiatives. Some of these initiatives include:
  - On-Campus Food Pantry - Student Leadership hosted its first pop-up food pantry on Wednesday, May 17<sup>th</sup> which was extremely successful. We were able to serve 35 people and received a lot of positive and grateful feedback.
  - Student Leadership Hiring Committee -Student Leadership and Multicultural Programs has successfully hired 35 new student leaders for next year and are very excited to begin training them in their new positions. Dakota Chronis, the current Communications Board Coordinator, will be Student Body President next year.
- **Student Events** - With a focus on building community in a diverse environment, Student Leadership has hosted the following events in the past month:
  - Black Student Union Documentary Screening - May 2<sup>nd</sup> - The Black Student Union, in collaboration with Latinos Unidos, hosted a very successful screening of "Race: The Power of Ilusion," with 35 students and faculty in attendance.
  - Latino Heritage Day - May 5<sup>th</sup> - Lations Unidos hosted "Latino Heritage Day" on May 5<sup>th</sup>, rather than a Cinco de Mayo celebration, to draw attention to the ways in which Cinco de Mayo is commercialized and appropriated by American society. There was a panel with several Latinx students, free pan dulce, and an informational presentation on Latino Heritage.
  - Pizza with the President - May 16<sup>th</sup> - 30 students attended this event to have some free pizza and ask our college president, Dr. Warren Brown, any questions they may have about the structure and running of our college and give him suggestions for how he can better serve our student body.
  - Family 2.0: An API LGBTQ+ Gathering - May 20<sup>th</sup> - Former Student Body President, Sarah Baker, returned to North to host a conference for the LGBTQ+ Asian and Pacific Islander community and their allies. Attendance totaled approximately 150 people, with folks traveling in from 6 different states to take



# NORTH SEATTLE COLLEGE

*One of the Seattle Colleges*

part in the event. NY/SC members Tammy Le and Hana Fulghum were present. Seattle JACL President, NY/SC Secretary, and Family 2.0 Committee Chair, Sarah E. Baker, emceed the event. The day began with greetings from Deputy Mayor Hyeok Kim on behalf of the City of Seattle, followed by North Seattle College's Cathy Lee Arquino, Director of International Programs.

- Diversity in STEM Panel – May 23<sup>rd</sup> – The Engineering Club hosted a Diversity in STEM Panel with four P.O.C-identified professionals in STEM to discuss what the “real world” is like being a woman/person of color/LGBTQ+ in the STEM field. 25 students came to listen to these professionals and ask questions.
- Community College Perspectives Panel – May 25<sup>th</sup> – The Research and Advocacy Board hosted a panel called “Community College Perspectives,” in which five current and former student panelists gave their opinions on what life is like in community college, how community college has helped them, and what we can do to take action against the budget cuts happening.