

## SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

**October 18, 2018**

**STUDY SESSION**

Seattle Central College  
1701 Broadway Ave  
Seattle, WA 98122

1:30 p.m. Broadway Performance Hall Boardroom

**REGULAR SESSION**

Seattle Central College  
1701 Broadway Ave  
Seattle, WA 98122

3:00 p.m. Broadway Performance Hall Boardroom

### STUDY SESSION

**1:30 p.m.**

**STUDY SESSION**

- A. Executive Session: Chancellor's Review/Contract  
*(2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee*
- B. Open Session: Board self-evaluation

**REGULAR SESSION AGENDA**

- 3:00 p.m. CALL TO ORDER**
- 3:00 p.m. SAFETY ANNOUNCEMENT**
- 3:05 p.m. APPROVAL OF AGENDA | ACTION** **Tab 1**
- 3:05 p.m. PUBLIC COMMENTS**  
Up to fifteen minutes are set aside for people to express their views on any matter except those restricted to Executive Session.
- 3:20 p.m. PRESENTATION**  
Flex Course Pilot Project  
*Presenters: Kevin Bowersox-Johnson, Director of Distance Learning at SCC;  
Yun Moh, Instructional Designer at SCC; Melana Yanos, Psychology Faculty at SCC*
- 3:35 p.m. RECOMMENDED BOARD ACTIONS | ACTION**
- A. Policy 209, Health and Safety – Second Reading **Tab 2**
- B. SVI Conveyance **Tab 3**
- C. Chancellor’s Contract
- 4:05 p.m. INFORMATIONAL ITEMS**
- A. Academic Year in Review Enrollment Report **Tab 4**
- 4:30 p.m. ORAL REPORTS** **Written Reports-Tab 5**
- A. Chancellor’s Report
- B. Chair’s Report
- C. Trustees
- D. Labor Union Representatives
1. Ms. Annette Stofer, AFT Seattle Community Colleges
2. Mr. Matthew Davenhall, WFSE

3. Ms. Alison McCormick, AFT-SPS

E. College Presidents, Vice Chancellors

1. Dr. Sheila Edwards Lange, Seattle Central College
2. Dr. Warren Brown, North Seattle College
3. Dr. Rosie Rimando-Chareunsap, South Seattle College
4. Dr. Kurt Buttlerman, Interim Vice Chancellor of Academic and Student Success
5. Ms. Jennifer Howard, Interim Vice Chancellor of Administrative Services
6. Ms. Cindy Riche, Chief Information Officer

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

The next meeting of the Board of Trustees will be held on Thursday, November 8, 2018 at South Seattle College, 6000 16<sup>th</sup> Avenue SW, 98106. There will be a Study Session at 1:30 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.*

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Jennifer Howard  
**DATE:** October 18, 2018  
**SUBJECT:** Proposed Policy 209: Health and Safety

**Background**

Policy 209 is based on the Occupational Safety and Health Administration (OSHA) rules in conjunction with Washington Industrial Safety and Health Act of 1973 (WISHA). The policy itself is the broad umbrella for the more detailed procedures, which are included for your reference. Both policy and procedures were developed by a committee, including Jennie Chen (District Compliance Officer); Bruce Riveland (VP Administrative Services/Central); Christa Colouzis (Environmental Health and Safety Manager/South); Sean Chesterfield (Director of Security/ Central) Jennifer Dixon (HR Director/North); and Karen Herndon (Assistant Director Admin Services/South).

These rules will be a firm basis for our future work in environmental health and safety for the district. In the next weeks, we are reassigning our current Environmental Health and Safety Manager to a district-wide position with a focus on hazardous materials and emergency management, and we are posting a new position for an industrial hygienist to focus on employee safety.

**Recommendation**

It is the recommendation of the administration for the Board of Trustees to approve the proposed policy.

Submitted by:



Jennifer Howard, Int. Vice Chancellor of Administrative Services

Transmitted to the Board with a favorable recommendation.

Dr. Shouan Pan  
Chancellor

# **SEATTLE COLLEGE DISTRICT PROPOSED POLICY**

**NUMBER: 209**

**TITLE:** Health and Safety

**PURPOSE:** To establish districtwide health and safety rules and practices in compliance with OSHA and other applicable state laws.

## **PROPOSED POLICY:**

The following basic rules have been established to help make Seattle Colleges a safe place to work. These rules are the foundation of safety at Seattle Colleges. Other situational or equipment-specific safety rules may also apply, and those rules are listed elsewhere. Failure to comply with these basic rules may result in disciplinary action.

- a. Never do anything unsafe in order to complete a job. If a task is unsafe, report it to your supervisor.
- b. Never remove or disable any safety device. Keep safety guards in place at all times.
- c. Never operate equipment unless you are authorized and have been trained on its safe operation.
- d. Use your personal protective equipment whenever it is required.
- e. Obey all safety warning signs.
- f. Never work under the influence of drugs or alcohol. Using alcohol or drugs at work is prohibited.
- g. Do not bring firearms or explosives onto school property.
- h. Smoking is only permitted outdoors more than 25 feet from building openings.
- i. Unsafe physical activity including, but not limited to, horseplay and fighting, are prohibited.
- j. Maintain a clean, sanitary work area.
  1. Clean up spills immediately.
  2. Put tools and equipment away after use.
  3. Do not allow scraps or packaging to accumulate where it will become a hazard.

Supervisors of each workspace or team are responsible for identifying site-specific hazards in partnership with the Environmental Health and Safety Manager. The specific hazards will be documented and shared with employees in the workplace specific safety orientation training.

*Board of Trustees – Revision & Adoption History*

*Adopted:*

*Revised:*

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Sheila Edwards Lange  
President, Seattle Central College

DATE: October 9, 2018

SUBJECT: **Report of SVI Advisory Committee & Recommendation**

Pursuant to District Policy 108, the Board of Trustees has reserved authority to itself “[t]o authorize every sale or purchase of real property, and every lease of real property which is for a term of three years or more and requires payment by the district of \$50,000 or more in any fiscal year.” Seattle Central College recommends adoption of the August 30<sup>th</sup> report from the Seattle Vocational Institute (SVI) Advisory Committee and conveyance via legislation of ownership of the SVI property to the Urban League of Metropolitan Seattle.

The Board is asked to approve of disposal of the Seattle Vocational Institute property and to request the State Board of Community and Technical College draft legislation to convey the property to the Urban League.

### **Background**

The Seattle Colleges District holds title to the Seattle Vocational Institute under legislation passed in 1990 by the Washington State Legislature. Over the past eight years enrollment at SVI has steadily declined and several SVI programs have been moved to Seattle Central College buildings better suited for instruction in those disciplines. Budget challenges have created a backlog of deferred maintenance beyond the capacity of the District to fund.

College leadership updated the SVI Strategic Plan in 2014, including analysis of the costs of remodeling and updating key building systems. That plan acknowledges that SVI no longer needs a building of this size. Under SHB 6095, Section 1011, the Dept. of Commerce received funding for an adaptive reuse study of the SVI Building. Commerce entered into a grant agreement with Seattle Central for that study. Its charge was to “...quantify the costs for repair and improvements for the various potential uses and analyze financing under different ownership scenarios.”

In late summer of 2017 Seattle Central retained the services of Maul Foster Alongi as the consultants for this adaptive re-use study and formed a six member Advisory Committee to guide the process. Subsequently an extensive community consultation process was conducted via focus groups and community forums. Having identified key community priorities for a revitalized SVI building, Seattle Central and the Advisory Committee issued a Request for Letters of Interest on June 21<sup>st</sup> of this year. That Request anticipated a transfer of ownership of the SVI property to either another government entity, such as a public development authority, or a community-based non-profit.

Three responses were received by the deadline of August 24<sup>th</sup> and have been reviewed and scored by the Advisory Committee (see attached report). The Committee consensus was that a proposal from the Urban League of Greater Seattle was the most responsive to the Request’s goals and objectives based on the Request’s published scoring criteria. A heavier weighting was placed for each proposal’s score on the criteria of cultural relevancy, community benefits and development concept than for their scores on transaction terms and development team experience.

Memorandum

August 30, 2018

TO: Dr. Sheila Edwards Lange

FROM: SVI Advisory Committee

RE: Scoring of Responses to SVI Request for Letters of Interest

Our committee met on the 29<sup>th</sup> of August to review three responses received to the Request for Letters of Interest published on June 21, 2018. It is the unanimous decision of this committee to score the Urban League of Greater Seattle's proposal as the highest amongst them. We commend all three respondents for the time and effort expended to respond to the priorities on cultural relevance and community service in this request. We acknowledge the difficulty of preparing detailed development and financing plans in the relatively short period provided.

We based our review on how well each proposal met the eight criteria published in the Request document and the weighting given each criterion:

20%	Cultural Relevance	10%	Educational Component
15%	Community Benefit	10%	Support for Local Businesses
15%	Development Concept	10%	Team Capability & Experience
15%	Financial Viability	5%	Transaction Terms

These criteria reflect the priorities of Central District residents, civic organizations and the students, faculty and staff of the Seattle Vocational Institute. Their input came through focus groups and community meetings held over the past twelve months.

The Seattle Colleges District #6 is the legal owner of the Seattle Vocational Institute property. The District's Board of Trustees will review our findings and forward all three proposals and our evaluation of them to the Washington State Legislature. Further, we acknowledge that the final decision for transferring ownership of the property rests solely with the Legislature.

Our observations about the Urban League's letter of interest are intended to guide the further development of whichever proposal is selected. All three letters of interest envision sizable investments from third parties.

The Urban League proposal calls for a pre-development timeframe of one year and an investment of state funds to more thoroughly evaluate the options of remodeling the SVI Building or replacing it with a new facility. The League says it will use the pre-development period to identify specific funding sources for the project. The advisory committee urges the Urban League to engage a professional developer, whether as a development partner or as a contract consultant, during both the pre-development phase and as a partner in the project. From the League's letter of interest it was unclear what role Beacon Development would play. One possibility the Urban League may want to consider is discussion with SeaMar, another respondent, on a role in the project given their extensive development experience.

Furthermore, the Urban League has identified prospective co-tenants, but their proposal provided scant detail about the allocation of space or the requirements of those tenants. Those aspects and a more in-depth analysis of financing sources and uses will be necessary to secure financing.

The Urban League timeline anticipates the formation of a state-chartered public development authority. The state statute governing those authorities anticipates broad community involvement, both in developing the authority's charter and in its governance.

The Advisory Committee appreciates the opportunity to provide advice and guidance to Seattle Central College (SCC) and remains extremely optimistic that this course of action will best serve the community, allow SCC to focus on its education mission, and preserve the public's investment.

Sincerely,

Anita Adams

Barbara Dingfield

John Kim

Andrew Lofton

Barbara Neighbors-Glass



## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Kurt R. Buttleman, *Interim Vice Chancellor – Academics & Student Success*  
**DATE:** October 18, 2018  
**SUBJECT:** Academic Year 2017-18 Enrollment Report

This report provides information on Seattle Colleges' academic year 2017-18 student enrollment. Quarter enrollment trends are presented at board meetings at the end of each academic quarter.

### Enrollment Analysis of the Academic Year 2017-18

- **Total FTES.** South Seattle College exhibited a 5% increase in *total* FTES over the last five years. Total FTES includes not only state-funded students but also students from other fund sources. Total FTES at Seattle Central College and North Seattle College have declined over the years, similar to the state (Table 1). When considering *only state funded* FTES, and excluding students from other fund sources, all three colleges have declined over the years, as has the state CTC system (Table 2).
- **State allocations.** The Seattle Colleges continues to represent a significant portion of the entire state system's enrollment allocations, but over the years, that portion has decreased from 11% to 10% of the state's entire allocations (Charts 1 and 2). The decrease translates to about 751 fewer FTES allocated to Seattle Colleges and less revenue from the SBCTC funding formula (Table 3).
- **State allocations, system and peers.** The 2017-18 state FTES allocation for Seattle Colleges decreased 5% since the 2013-14 academic year; this is lower than and opposite to the system trend which has actually increased 1%. Peers in the Greater Seattle area, such as Bellevue, Everett, and Highline, all increased from 1% up to 9% (Table 3).
- **Target attainment.** Seattle Colleges' 2017-18 academic year actual enrollment was 7% less than the target allocation set by the state. While Seattle Colleges' attainment rate was lower than hoped for, the state system as a whole was 11% less than its target. In other words, Seattle Colleges met its allocation target at a rate higher than the state system as a whole (Table 4).
- **Target attainment compared to peers.** Compared to selected peer community colleges, over the last five years, Seattle Colleges' allocation attainment rates have recovered somewhat. While other colleges have dropped significantly, Seattle Colleges' rates have more

recently mirrored system trends. Despite declines, peers in the Greater Seattle area, such as Highline and Bellevue, have maintained overall high allocation attainment rates (Chart 3).

### Enrollment Analysis of Special Populations

- **International.** International FTES decreased for the three Seattle Colleges. Seattle Central College had the largest decrease in FTES (37%, Table 5). It should be noted that Highline and Bellevue experienced increases over the same five year period (Chart 4).
- **eLearning.** All three Seattle Colleges experienced increases in eLearning FTES over the years. Seattle Central College saw an increase from 585 to 1045 or 178%, which was the largest increase statewide (Table 6). Peers, such as Bellevue, Highline, and Shoreline still had more FTES than the Seattle Colleges, suggesting that Seattle Colleges could do more to gain eLearning FTES (Charts 5 and 6).
- **Running Start.** South Seattle College and Seattle Central College experienced large increases in Running Start FTES and were among the state's biggest gainers over time (Table 7). Nevertheless, Seattle Colleges' Running Start % of total FTES remained low (6-7%) compared to peers in the region, such as Bellevue (17%), Edmonds (11%), Highline (17%), Green River (17%), and Everett (12%) (Chart 7).
- **Apprenticeships.** South Seattle College continues to lead the state with the largest numbers of Apprenticeship FTES. Due to its location and programmatic focus of Georgetown Campus, South Seattle College is well positioned to maintain growth in this area (Table 8).
- **Adult Basic Education (ABE):** Compared to peers in the Greater Seattle area, such as Lake Washington, Highline, Bellevue, and Everett, Seattle Colleges experienced a decrease in Adult Basic Education FTES (Table 9). However, the percentage decreases were relatively low for North Seattle College and Seattle Central College.
- **Bachelor of Applied Science (BAS):** North Seattle College had a large increase in BAS FTES (1,518%, Table 10). Seattle Central College also exhibited a sizeable increase over the years.

### Summary

- Compared to peers in the Greater Seattle area, such as Highline, Shoreline, Renton, Everett, Green River, and Bellevue, Seattle Colleges enrolled fewer FTES in Running Start, eLearning, and ABE. eLearning presents a potentially large opportunity to gain FTES. Despite declines in international students, other colleges have managed to recruit significant numbers or maintain growth.

**Table 1: Actual Total FTES, by College**

College	2013-14	2014-15	2015-16	2016-17	2017-18	Change '14 to '18	% Change '14 to '18
Spokane	6,378	9,434	9,630	9,409	9,273	2,895	45%
Pierce Puyallup	2,883	3,211	3,289	3,315	3,331	448	16%
Cascadia	2,595	2,681	2,967	2,953	2,895	300	12%
Bellingham	2,037	2,166	2,292	2,288	2,200	163	8%
Seattle South	5,423	5,729	5,946	5,758	5,701	278	5%
Highline	7,930	7,905	7,890	8,118	8,197	268	3%
Renton	4,006	4,141	4,176	4,015	4,138	132	3%
South Puget Sound	4,396	4,388	4,381	4,477	4,454	59	1%
Everett	7,805	7,993	7,814	7,906	7,892	87	1%
Shoreline	5,567	5,565	5,467	5,500	5,607	40	1%
Green River	8,971	9,064	9,017	8,957	9,024	53	1%
Big Bend	1,956	1,968	2,090	2,068	1,957	2	0%
Skagit Valley	4,297	4,357	4,447	4,368	4,282	-15	0%
Whatcom	4,126	3,999	4,096	4,102	4,039	-88	-2%
Columbia Basin	6,005	5,929	5,828	5,738	5,795	-210	-4%
Bellevue	12,555	12,339	12,689	12,405	12,108	-447	-4%
Yakima Valley	4,461	4,504	4,290	4,377	4,268	-192	-4%
Wenatchee Valley	3,367	3,230	3,086	3,247	3,214	-154	-5%
Lower Columbia	3,323	3,300	3,340	3,126	3,164	-159	-5%
Lake Washington	3,633	3,458	3,365	3,397	3,418	-215	-6%
Pierce Fort Steilacoom	5,467	5,155	5,237	5,194	5,119	-349	-6%
Grays Harbor	2,248	2,246	2,272	2,142	2,095	-153	-7%
Olympic	6,241	6,205	5,939	5,765	5,776	-465	-7%
Clover Park	4,509	4,463	4,390	4,200	4,159	-351	-8%
Seattle Central	7,645	7,634	7,010	6,824	6,984	-661	-9%
Centralia	2,945	2,848	2,740	2,664	2,636	-309	-10%
Clark	10,064	9,802	9,345	9,160	8,971	-1,093	-11%
Edmonds	8,484	8,586	8,098	7,734	7,541	-943	-11%
Seattle North	5,562	5,494	5,296	5,218	4,875	-687	-12%
Walla Walla	5,298	5,070	4,920	4,663	4,574	-724	-14%
Tacoma	7,212	7,180	6,856	6,495	6,182	-1,030	-14%
Bates	4,225	3,451	3,520	3,671	3,577	-647	-15%
Peninsula	2,470	2,320	2,205	2,137	2,079	-391	-16%
Spokane Falls	8,104	5,230	4,885	4,810	4,736	-3,368	-42%
Seattle Vocational Institute	488	405	383	335	40	-448	-92%
<b>System Total</b>	<b>182,677</b>	<b>181,451</b>	<b>179,197</b>	<b>176,538</b>	<b>174,300</b>	<b>-8,377</b>	<b>-5%</b>

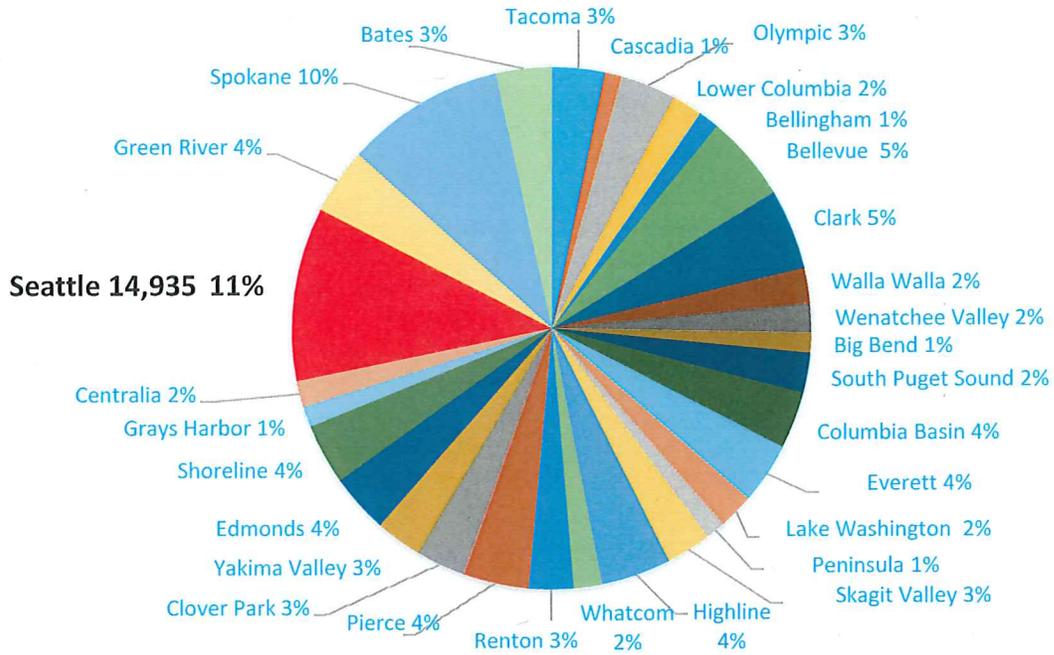
Note: SVI 2017-18 only includes Summer 2017 FTES

**Table 2: Actual State Funded FTES, by College**

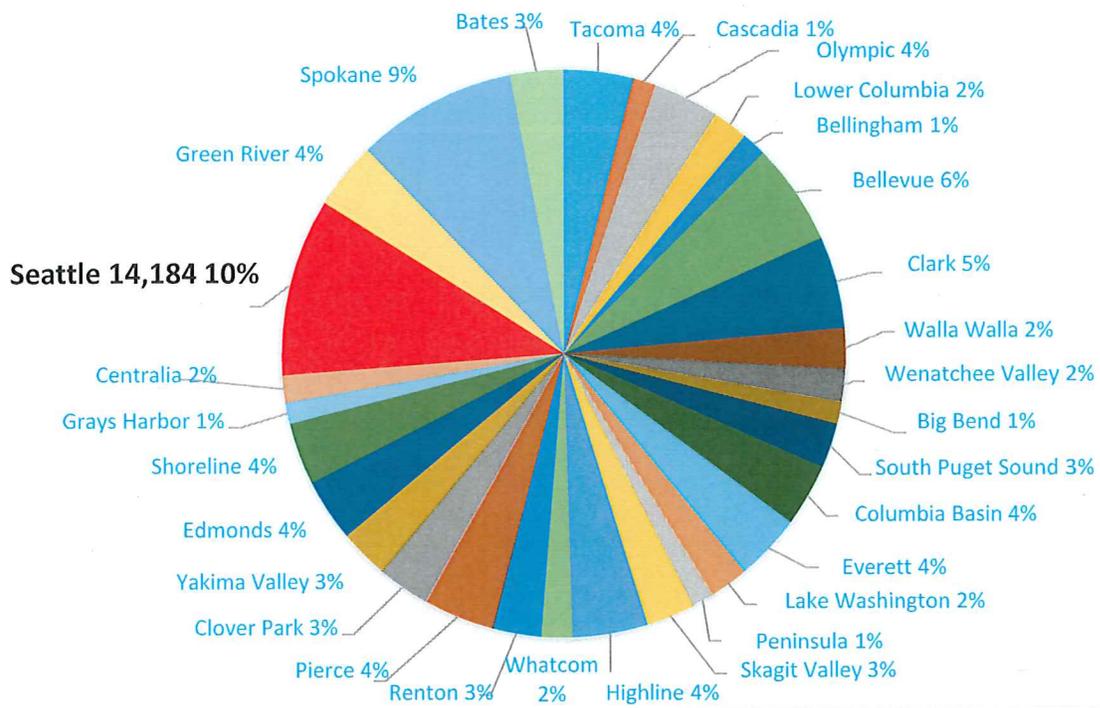
College	2013-14	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Spokane	5,962	8,457	8,627	8,269	8,091	87%	2,129	36%
Pierce Puyallup	2,196	2,387	2,310	2,313	2,253	68%	57	3%
Bellingham	1,917	2,021	2,101	2,051	1,963	89%	46	2%
Renton	3,770	3,806	3,847	3,759	3,840	93%	70	2%
Pierce Fort Steilacoom	3,246	3,257	3,228	3,232	3,284	64%	38	1%
Everett	5,150	5,491	5,357	5,145	5,184	66%	33	1%
Highline	6,116	6,005	5,980	6,055	6,068	74%	-48	-1%
Seattle South	4,602	4,450	4,580	4,535	4,490	79%	-112	-2%
Lake Washington	3,116	2,995	2,922	2,973	2,994	88%	-122	-4%
Cascadia	1,950	1,865	1,889	1,877	1,853	64%	-97	-5%
Columbia Basin	5,038	4,959	4,848	4,843	4,745	82%	-293	-6%
Green River	5,529	5,235	5,052	5,095	5,205	58%	-323	-6%
Skagit Valley	3,824	3,858	3,920	3,697	3,566	83%	-258	-7%
Seattle North	4,023	3,941	3,807	3,888	3,712	76%	-311	-8%
Clover Park	4,246	4,189	4,160	3,962	3,915	94%	-331	-8%
Whatcom	2,503	2,433	2,440	2,371	2,284	57%	-219	-9%
Yakima Valley	3,984	3,916	3,784	3,810	3,613	85%	-370	-9%
Grays Harbor	1,667	1,659	1,681	1,565	1,510	72%	-157	-9%
Big Bend	1,732	1,674	1,725	1,648	1,556	80%	-176	-10%
South Puget Sound	3,673	3,531	3,417	3,357	3,292	74%	-381	-10%
Bellevue	8,752	8,244	7,954	7,755	7,761	64%	-992	-11%
Olympic	5,486	5,513	5,218	4,929	4,827	84%	-659	-12%
Wenatchee Valley	2,737	2,558	2,531	2,548	2,385	74%	-351	-13%
Seattle Central	5,634	4,855	4,686	4,661	4,820	69%	-814	-14%
Centralia	2,258	2,183	2,017	1,950	1,907	72%	-351	-16%
Edmonds	5,149	4,903	4,763	4,515	4,345	58%	-804	-16%
Lower Columbia	2,937	2,905	2,712	2,460	2,457	78%	-480	-16%
Walla Walla	3,342	3,126	3,077	2,834	2,782	61%	-561	-17%
Shoreline	5,019	4,971	4,909	3,973	4,062	72%	-957	-19%
Bates	3,819	3,088	3,149	3,189	3,049	85%	-771	-20%
Peninsula	1,757	1,677	1,591	1,409	1,395	67%	-362	-21%
Tacoma	6,118	5,971	5,649	5,170	4,757	77%	-1,361	-22%
Clark	7,942	7,337	6,628	6,369	6,031	67%	-1,910	-24%
Spokane Falls	6,799	4,434	4,187	4,043	3,958	84%	-2,840	-42%
Seattle Voc Institute	467	386	363	328	40	100%	-427	-91%
<b>System Total</b>	<b>142,460</b>	<b>138,279</b>	<b>135,108</b>	<b>130,577</b>	<b>127,994</b>	<b>73%</b>	<b>-14,466</b>	<b>-10%</b>

Note: SVI 2017-18 only includes Summer 2017 FTES

**Chart 1: ALLOCATIONS AS % OF STATE - 2013-14**



**Chart 2: ALLOCATIONS AS % OF STATE - 2017-18**



**Table 3: State FTES Allocation**

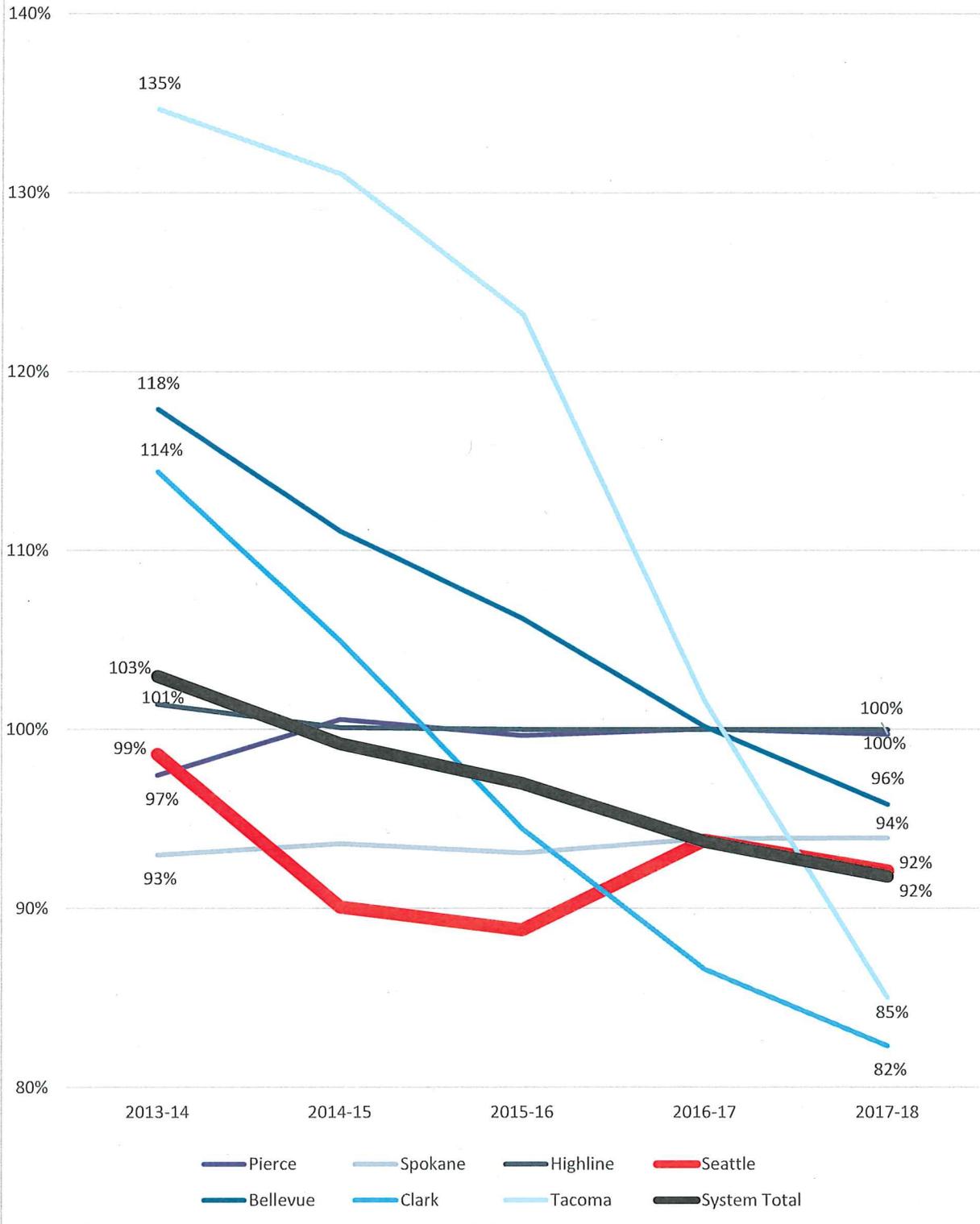
Colleges/District	2013-14	2014-15	2015-16	2016-17	2017-18	Change '14 to '18	% Change '14 to '18
Tacoma	4,543	4,556	4,585	5,089	5,596	1053	23%
Cascadia	1,498	1,494	1,505	1,634	1,793	295	20%
Olympic	4,819	4,893	4,937	5,191	5,361	542	11%
Lower Columbia	2,529	2,524	2,557	2,675	2,772	243	10%
Bellingham	1,835	1,952	1,987	1,987	2,004	169	9%
Bellevue	7,423	7,422	7,489	7,743	8,101	678	9%
Clark	6,955	7,003	7,027	7,364	7,336	381	5%
Walla Walla	3,034	3,103	3,133	3,208	3,194	160	5%
Wenatchee Valley	2,513	2,534	2,513	2,597	2,634	121	5%
Big Bend	1,683	1,727	1,725	1,748	1,754	71	4%
South Puget Sound	3,468	3,480	3,457	3,543	3,568	100	3%
Columbia Basin	4,878	4,890	4,895	4,939	4,986	108	2%
Everett	5,226	5,040	5,059	5,163	5,335	109	2%
Lake Washington	3,039	3,066	3,073	3,084	3,087	48	2%
Peninsula	1,718	1,768	1,761	1,779	1,741	23	1%
Skagit Valley	3,854	3,876	3,902	3,867	3,887	33	1%
Highline	6,031	5,999	5,980	6,056	6,069	38	1%
Whatcom	2,446	2,435	2,439	2,484	2,456	10	0%
Renton	3,891	3,853	3,815	3,837	3,898	7	0%
Pierce	5,669	5,699	5,669	5,647	5,646	-23	0%
Clover Park	4,266	4,347	4,369	4,348	4,226	-40	-1%
Yakima Valley	4,016	4,017	4,000	4,017	3,910	-106	-3%
Edmonds	5,126	5,193	5,197	5,204	4,985	-141	-3%
Shoreline	5,159	5,181	5,181	5,051	4,952	-207	-4%
Grays Harbor	1,744	1,747	1,747	1,644	1,669	-75	-4%
Centralia	2,269	2,268	2,266	2,237	2,158	-111	-5%
Seattle	14,935	15,135	15,131	14,298	14,184	-751	-5%
Green River	5,672	5,696	5,667	5,540	5,321	-351	-6%
Spokane	13,724	13,769	13,764	13,112	12,826	-898	-7%
Bates	4,835	4,917	4,715	4,465	4,236	-599	-12%
<b>System Total</b>	<b>138,798</b>	<b>139,584</b>	<b>139,545</b>	<b>139,551</b>	<b>139,685</b>	<b>887</b>	<b>1%</b>

**Table 4: Annual FTES Allocation Target Attainment Rates**

Colleges/District	2013-14	2014-15	2015-16	2016-17	2017-18	Change '14 to '18	% Change '14 to '18
Pierce	97%	101%	100%	100%	100%	2%	2%
Renton	97%	99%	101%	98%	99%	2%	2%
Spokane	93%	94%	93%	94%	94%	1%	1%
Green River	97%	92%	89%	92%	98%	0%	0%
Highline	101%	100%	100%	100%	100%	-1%	-1%
Grays Harbor	96%	95%	96%	95%	90%	-5%	-5%
Lake Washington	103%	98%	95%	96%	97%	-6%	-5%
Bellingham	104%	104%	106%	103%	98%	-7%	-6%
Everett	104%	109%	106%	100%	97%	-7%	-7%
<b>Seattle</b>	<b>99%</b>	<b>90%</b>	<b>89%</b>	<b>94%</b>	<b>92%</b>	<b>-7%</b>	<b>-7%</b>
Yakima Valley	99%	97%	95%	95%	92%	-7%	-7%
Clover Park	100%	96%	95%	91%	93%	-7%	-7%
Skagit Valley	99%	100%	100%	96%	92%	-7%	-8%
Columbia Basin	103%	101%	99%	98%	95%	-8%	-8%
Bates	79%	63%	67%	71%	72%	-7%	-9%
Whatcom	102%	100%	100%	95%	93%	-9%	-9%
Centralia	99%	96%	89%	87%	88%	-11%	-11%
Edmonds	101%	95%	93%	88%	89%	-13%	-12%
South Puget Sound	106%	101%	99%	95%	92%	-14%	-13%
Big Bend	103%	97%	100%	94%	89%	-14%	-14%
Shoreline	97%	96%	95%	79%	82%	-15%	-16%
Wenatchee Valley	109%	101%	101%	98%	91%	-18%	-17%
Bellevue	118%	111%	106%	100%	96%	-22%	-19%
Cascadia	130%	125%	126%	115%	103%	-27%	-21%
Olympic	115%	113%	106%	96%	91%	-24%	-21%
Walla Walla	110%	101%	98%	88%	87%	-23%	-21%
Peninsula	102%	95%	90%	79%	80%	-22%	-22%
Lower Columbia	116%	115%	106%	92%	89%	-28%	-24%
Clark	114%	105%	94%	87%	82%	-32%	-28%
Tacoma	135%	131%	123%	102%	85%	-50%	-37%
<b>System Total</b>	<b>103%</b>	<b>99%</b>	<b>97%</b>	<b>94%</b>	<b>92%</b>	<b>-11%</b>	<b>-11%</b>

Note: Attainment rate is the actual state funded FTES divided by the allocation target. Actual State Funded FTES include 2% converted International FTES.

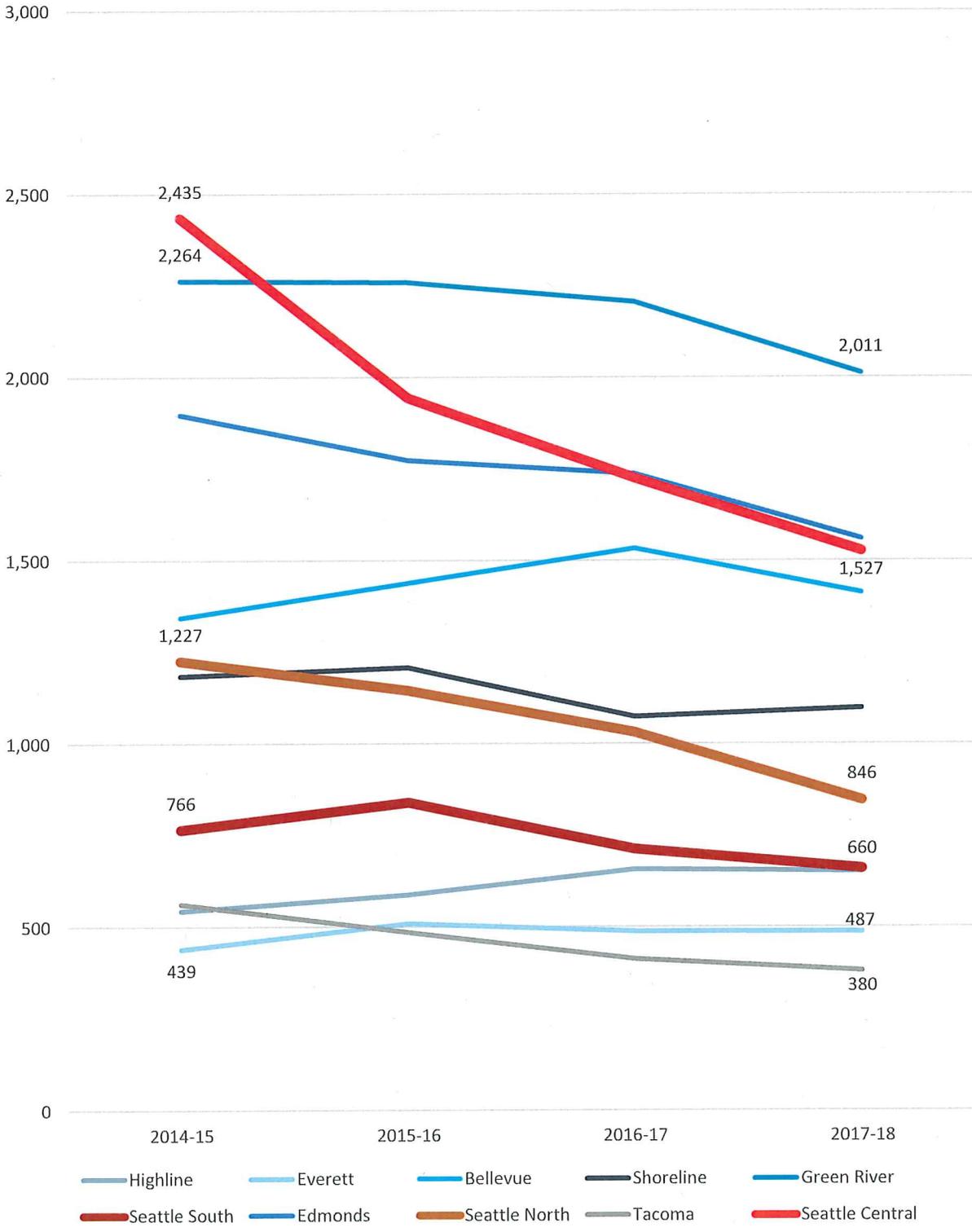
**Chart 3: Allocation Attainment Rate  
Selected Colleges/Districts and System**



**Table 5: International FTES**

College	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Yakima Valley	1	3	9	19	0%	18	1366%
Bellingham	0	3	6	5	0%	4	844%
Grays Harbor	1	1	1	4	0%	3	384%
Walla Walla	8	11	17	25	1%	17	224%
Renton	6	14	15	16	0%	10	162%
Pierce Puyallup	24	30	50	49	1%	25	107%
Lower Columbia	16	21	22	26	1%	9	58%
Wenatchee Valley	4	1	0	6	0%	1	34%
Spokane Falls	223	164	185	286	6%	63	28%
Highline	544	588	657	652	8%	108	20%
Columbia Basin	6	6	7	7	0%	1	16%
Olympic	130	135	132	150	3%	21	16%
Everett	439	510	488	487	6%	48	11%
Cascadia	400	493	487	433	15%	33	8%
Bates	6	5	7	6	0%	0	6%
Bellevue	1,345	1,438	1,533	1,413	12%	68	5%
Clover Park	42	45	44	43	1%	0	1%
Lake Washington	139	107	106	129	4%	-10	-7%
Shoreline	1,185	1,208	1,074	1,097	20%	-88	-7%
Whatcom	339	399	356	310	8%	-29	-9%
Green River	2,264	2,260	2,207	2,011	22%	-252	-11%
Seattle South	766	840	713	660	12%	-106	-14%
Pierce Fort Steilacoom	415	453	463	353	7%	-62	-15%
Edmonds	1,898	1,775	1,738	1,560	21%	-338	-18%
Skagit Valley	221	212	203	171	4%	-49	-22%
Peninsula	132	153	136	100	5%	-33	-25%
Big Bend	10	14	11	7	0%	-3	-29%
Seattle North	1,227	1,145	1,032	846	17%	-381	-31%
Tacoma	562	485	413	380	6%	-182	-32%
Seattle Central	2,435	1,945	1,727	1,527	22%	-908	-37%
Spokane	117	95	67	67	1%	-50	-43%
South Puget Sound	173	149	110	97	2%	-76	-44%
Centralia	43	36	27	21	1%	-21	-50%
Clark	194	138	114	93	1%	-101	-52%
System Total	15,315	14,889	14,154	13,056	7%	-2,259	-15%

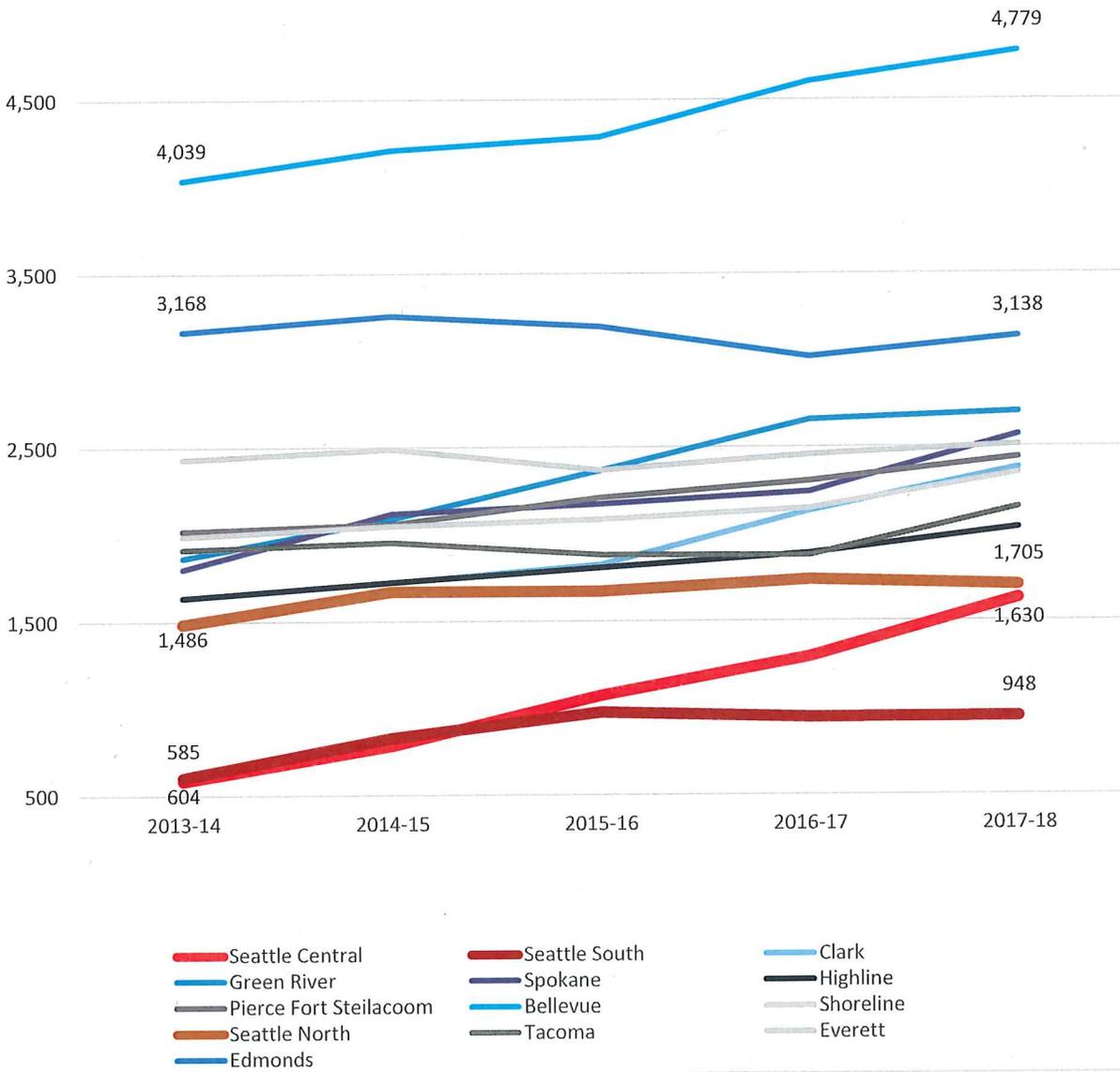
**Chart 4: International FTES, Selected Colleges**



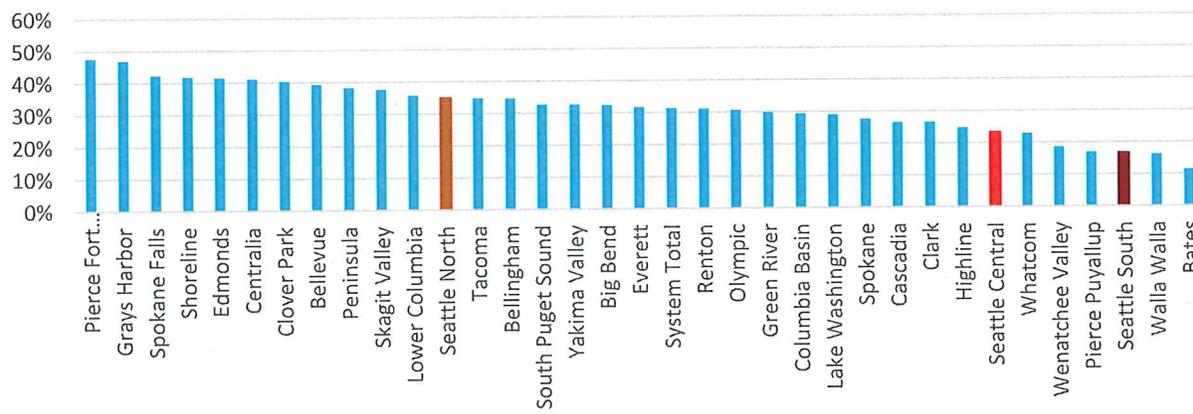
**Table 6: eLearning FTES**

College	2013-14	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Pierce Puyallup	136	422	445	530	566	17%	430	315%
Bates	120	179	239	372	414	12%	294	244%
Seattle Central	585	786	1,072	1,294	1,630	23%	1045	178%
Renton	525	672	707	966	1,287	31%	762	145%
Clover Park	743	1,016	1,208	1,366	1,680	40%	937	126%
Lake Washington	557	700	787	781	994	29%	438	79%
Big Bend	374	428	548	584	634	32%	260	70%
Seattle South	604	831	976	945	948	17%	344	57%
South Puget Sound	954	1,004	1,203	1,323	1,459	33%	505	53%
Columbia Basin	1,129	1,234	1,311	1,438	1,707	29%	578	51%
Centralia	730	768	829	937	1,085	41%	355	49%
Clark	1,637	1,724	1,826	2,134	2,380	27%	743	45%
Green River	1,867	2,091	2,367	2,657	2,701	30%	834	45%
Spokane	1,803	2,120	2,175	2,244	2,570	28%	766	43%
Whatcom	664	707	778	840	928	23%	265	40%
Yakima Valley	1,030	1,093	1,170	1,321	1,398	33%	369	36%
Cascadia	571	524	697	720	770	27%	198	35%
Lower Columbia	862	928	846	890	1,135	36%	273	32%
Bellingham	605	542	705	708	765	35%	161	27%
Grays Harbor	779	824	974	856	984	47%	205	26%
Highline	1,638	1,726	1,809	1,889	2,035	25%	397	24%
Wenatchee Valley	498	480	522	523	603	19%	105	21%
Pierce Fort								
Steilacoom	2,021	2,060	2,211	2,306	2,439	48%	418	21%
Bellevue	4,039	4,211	4,287	4,605	4,779	39%	740	18%
Shoreline	1,990	2,048	2,086	2,148	2,350	42%	360	18%
Walla Walla	638	644	708	703	748	16%	110	17%
Seattle North	1,486	1,673	1,673	1,739	1,705	35%	219	15%
Spokane Falls	1,766	1,736	1,663	1,815	2,007	42%	241	14%
Tacoma	1,915	1,955	1,883	1,877	2,153	35%	238	12%
Olympic	1,621	1,563	1,507	1,628	1,771	31%	150	9%
Everett	2,433	2,489	2,369	2,456	2,510	32%	77	3%
Peninsula	778	851	935	769	797	38%	19	2%
Edmonds	3,168	3,257	3,196	3,020	3,138	42%	-30	-1%
Skagit Valley	1,765	1,703	1,733	1,684	1,617	38%	-148	-8%
<b>System Total</b>	<b>42,032</b>	<b>44,990</b>	<b>47,443</b>	<b>50,068</b>	<b>54,690</b>	<b>31%</b>	<b>12,658</b>	<b>30%</b>

**Chart 5: eLearning FTES, Selected Peer Colleges**

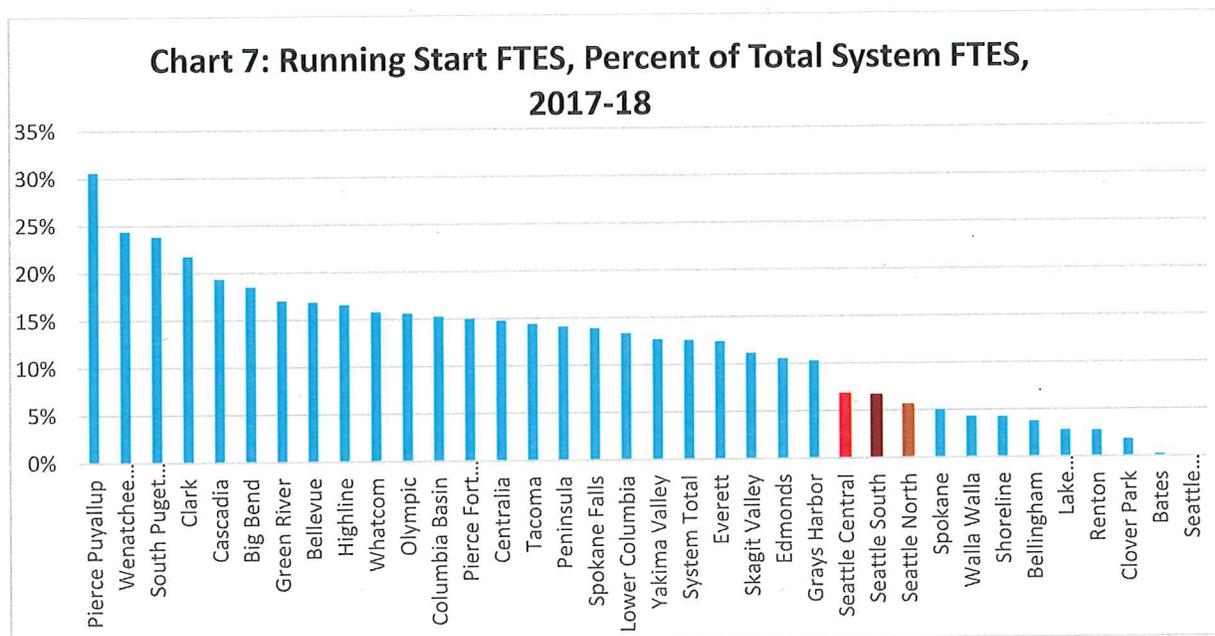


**Chart 6: eLearning FTES, Percent of System Total FTES, 2017-18**



**Table 7: Running Start FTES**

College	2013-14	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Lake Washington	13	11	18	62	98	3%	85	641%
Bates	4	2	6	8	9	0%	5	129%
Seattle South	166	221	244	305	378	7%	212	128%
Seattle Central	208	207	250	317	472	7%	264	127%
Clover Park	38	47	54	80	76	2%	39	103%
Pierce Fort								
Steilacoom	389	454	555	632	770	15%	381	98%
Spokane	248	351	354	394	471	5%	223	90%
Big Bend	199	267	337	379	362	19%	163	82%
Bellingham	47	54	61	83	83	4%	37	78%
Wenatchee Valley	447	500	505	643	785	24%	338	75%
South Puget Sound	636	779	877	1,004	1,063	24%	426	67%
Yakima Valley	328	422	485	525	544	13%	216	66%
Green River	934	1,106	1,264	1,402	1,540	17%	606	65%
Bellevue	1,252	1,420	1,781	1,961	2,046	17%	794	63%
Shoreline	152	171	183	232	241	4%	90	59%
Grays Harbor	136	166	209	210	216	10%	80	59%
Tacoma	567	649	761	762	892	14%	325	57%
Pierce Puyallup	655	789	931	937	1,021	31%	366	56%
Renton	76	96	110	114	117	3%	41	54%
Lower Columbia	279	315	307	367	424	13%	144	52%
Edmonds	540	554	560	662	800	11%	260	48%
Cascadia	386	418	490	545	561	19%	174	45%
Highline	961	1,041	1,195	1,333	1,360	17%	399	42%
Seattle North	196	210	222	262	273	6%	76	39%
Centralia	283	296	352	365	391	15%	108	38%
Olympic	657	654	706	794	905	16%	248	38%
Walla Walla	145	137	140	163	197	4%	52	36%
Clark	1,447	1,550	1,750	1,932	1,953	22%	506	35%
Everett	772	799	865	952	984	12%	212	27%
Skagit Valley	387	449	476	447	481	11%	94	24%
Columbia Basin	737	791	779	748	887	15%	150	20%
Peninsula	246	287	287	269	294	14%	48	19%
Spokane Falls	566	574	592	649	660	14%	94	17%
Whatcom	582	569	614	663	638	16%	56	10%
Seattle Vocational Institute	19	18	17	5	0	0%	-19	-100%
<b>System Total</b>	<b>14,699</b>	<b>16,371</b>	<b>18,334</b>	<b>20,207</b>	<b>21,992</b>	<b>13%</b>	<b>7,293</b>	<b>50%</b>



**Table 8: Apprenticeship FTES**

College	2013-14	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Centralia	0	5	4	4	5	0.2%	5	500%
Lake Washington	34	56	84	89	110	3.2%	75	220%
Edmonds	0	0	0	0	2	0.0%	2	200%
Bellingham	4	2	5	6	9	0.4%	5	136%
<b>Seattle South</b>	<b>605</b>	<b>763</b>	<b>930</b>	<b>1,106</b>	<b>1,364</b>	<b>23.9%</b>	<b>759</b>	<b>126%</b>
Renton	233	320	404	464	512	12.4%	279	120%
Wenatchee Valley	2	2	4	5	4	0.1%	2	111%
Skagit Valley	141	186	217	250	269	6.3%	129	92%
Clark	20	34	36	39	38	0.4%	18	88%
Columbia Basin	120	134	165	196	217	3.7%	97	81%
Spokane	316	433	547	549	556	6.0%	241	76%
Clover Park	5	8	8	6	8	0.2%	3	68%
Everett	23	29	34	35	32	0.4%	9	42%
Grays Harbor	4	4	6	5	5	0.3%	1	25%
Bates	166	208	196	200	197	5.5%	31	19%
Olympic	432	607	648	546	493	8.5%	61	14%
Green River	4	3	1	2	2	0.0%	-1	-31%
Highline	3	2	2	2	1	0.0%	-2	-70%
Lower Columbia	1	2	0	0	0		-1	-80%
South Puget Sound	1	1	0	0	0		-1	-100%
<b>System Total</b>	<b>2,113</b>	<b>2,797</b>	<b>3,292</b>	<b>3,505</b>	<b>3,827</b>	<b>2.2%</b>	<b>1,714</b>	<b>81%</b>

**Table 9: Adult Basic Education (ABE) FTES**

College	2013-14	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Spokane	82	1,949	2,367	2,344	2,259	24%	2,177	2646%
Lake Washington	541	569	611	683	691	20%	149	28%
South Puget Sound	221	215	258	260	265	6%	45	20%
Bellingham	97	114	118	115	111	5%	14	15%
Big Bend	169	168	224	198	185	9%	16	9%
Skagit Valley	429	450	518	467	466	11%	36	8%
Highline	2,043	2,075	2,007	2,161	2,178	27%	135	7%
Bellevue	551	534	536	493	579	5%	27	5%
Whatcom	207	214	223	227	210	5%	4	2%
Everett	663	693	646	723	669	8%	6	1%
Seattle North	546	530	559	586	542	11%	-4	-1%
Green River	829	769	734	734	806	9%	-24	-3%
Seattle Central	872	828	850	849	834	12%	-38	-4%
Edmonds	843	874	858	784	805	11%	-38	-4%
Pierce Puyallup	297	321	362	276	279	8%	-19	-6%
Walla Walla	383	338	369	306	359	8%	-24	-6%
Lower Columbia	700	779	754	648	652	21%	-48	-7%
Renton	1,289	1,282	1,302	1,220	1,191	29%	-98	-8%
Clover Park	298	264	270	261	270	6%	-28	-9%
Olympic	234	228	214	227	207	4%	-27	-11%
Cascadia	193	184	178	163	161	6%	-32	-16%
Tacoma	390	386	366	313	322	5%	-68	-17%
Clark	827	780	730	713	666	7%	-161	-20%
Yakima Valley	798	770	776	757	609	14%	-189	-24%
Seattle South	982	930	865	798	735	13%	-247	-25%
Shoreline	542	563	584	407	403	7%	-139	-26%
Peninsula	238	203	219	229	176	8%	-63	-26%
Columbia Basin	680	648	631	569	489	8%	-191	-28%
Wenatchee Valley	261	199	247	239	182	6%	-80	-31%
Grays Harbor	318	337	388	230	209	10%	-110	-34%
Pierce Fort Steilacoom	427	338	329	250	249	5%	-178	-42%
Centralia	359	381	319	249	196	7%	-163	-45%
Bates	331	457	420	437	118	3%	-213	-64%
Seattle Vocational Institute	105	78	64	77	0	0%	-105	-100%
Spokane Falls	1,764	0	0	0	0	0%	-1,764	-100%
<b>System Total</b>	<b>19,510</b>	<b>19,448</b>	<b>19,898</b>	<b>18,994</b>	<b>18,072</b>	<b>10%</b>	<b>-1,438</b>	<b>-7%</b>

**Table 10: Bachelors of Applied Sciences (BAS) FTES**

College	2013-14	2014-15	2015-16	2016-17	2017-18	17-18 % of Total FTES	Change '14 to '18	% Change '14 to '18
Wenatchee Valley	0	0	1	1	29	0.9%	29	3298%
Grays Harbor	0	0	2	35	57	2.7%	54	2263%
Green River	18	82	179	315	396	4.4%	378	2141%
Seattle North	12	48	94	136	194	4.0%	182	1518%
Bellingham	0	0	0	6	12	0.6%	6	1200%
Highline	0	28	81	118	197	2.4%	169	601%
Renton	0	9	20	34	48	1.2%	39	438%
Yakima Valley	0	28	72	124	134	3.1%	107	386%
Lake Washington	44	74	95	116	200	5.9%	157	359%
Bellevue	113	227	293	368	490	4.0%	377	335%
Olympic	31	56	97	112	121	2.1%	89	286%
Seattle Central	55	80	123	146	198	2.8%	143	260%
Tacoma	0	0	0	5	17	0.3%	12	241%
Centralia	54	63	74	100	174	6.6%	120	224%
Columbia Basin	111	166	225	288	323	5.6%	212	192%
Spokane Falls	0	0	8	42	63	1.3%	54	130%
Edmonds	0	0	0	0	14	0.2%	14	100%
Pierce Puyallup	0	0	0	0	1	0.0%	1	100%
Spokane	0	0	0	0	22	0.2%	22	100%
Pierce Fort Steilacoom	0	0	0	62	121	2.4%	59	95%
Clark	0	0	62	76	106	1.2%	44	72%
Clover Park	0	19	21	17	31	0.8%	12	61%
Cascadia	0	0	17	36	27	0.9%	9	53%
Skagit Valley	0	15	22	23	20	0.5%	5	31%
Whatcom	0	0	0	0	14	0.3%	14	0%
Seattle South	84	87	92	96	80	1.4%	-4	-5%
Peninsula	76	55	53	52	50	2.4%	-26	-34%
<b>System Total</b>	<b>648</b>	<b>1,034</b>	<b>1,633</b>	<b>2,307</b>	<b>3,138</b>	<b>1.8%</b>	<b>2,490</b>	<b>384%</b>

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Shouan Pan, Chancellor  
**DATE:** October 18, 2018  
**SUBJECT:** Report to the Board of Trustees

**I. Organizational Excellence****Faculty Reception**

On Sept. 18m, the day of Fall Faculty Convocation, the college presidents, VC Buttleman and I hosted the first ever Faculty Reception. Chancellor Pan greeted the 30 plus part- and full-time faculty members and dialoged informally with the faculty members on a variety of topics, together with the college presidents. The Chancellor's office provided copies of *Redesigning America's Community Colleges: A Clearer Path to Student Success*. Authors of the book, Bailey, Jaggars, and Jenkins, argue that community colleges must take on targeted reforms in instruction, student supports, and overall student experience to achieve large-scale and sustainable improvement of student learning. Faculty members were encouraged to review this authoritative book on Guided Pathways.

**II. External Affairs/Partnerships****Kaiser Permanente Medical Assistant Career Launch**

On September 7<sup>th</sup>, the Seattle Colleges gathered together with students and community partners to celebrate the first cohort of Kaiser Permanente Medical Assistant Career Launch Scholars. The event was highlighted in the media including KOMO radio, NW Asian Weekly, and the City of Seattle Office of Economic Development blog. Speakers included:

- City of Seattle Mayor, Jenny Durkan
- WA State Representative, Frank Chopp
- President of Kaiser Permanente of Washington, Susan Mullaney
- Seattle Colleges Chancellor, Dr. Shouan Pan
- Seattle Central College President, Dr. Sheila Edwards Lange
- Interim Executive Dean of Seattle Vocational Institute, Maureen Shadair

The Kaiser Permanente Medical Assistant Career Launch Scholarship is a new partnership between the Seattle Colleges and Kaiser Permanente, led by the Seattle Colleges Center for Working Adults. The

scholarship program provides funding, support, and professional development for three cohorts of ~20 students (60+ total) to complete the Medical Assistant program at Seattle Vocational Institute. The City of Seattle Office of Economic Development's investment in the Seattle Colleges Center for Working Adults has directly enabled the development of this initiative.

The partnership aims to address three critical issues in the region: 1) financial barriers that prevent low-income students from accessing training necessary for high-demand living-wage careers, 2) the shortage of Medical Assistants in the health care workforce, and 3) the need for professional opportunities, mentoring, and wrap-around support for socioeconomically disadvantaged students to persist in college.

### **King County Legislative Gathering**

Together with Dr. Amy Goings, president of Lake Washington Technical College and Dr. Jeff Webber, president of Bellevue Colleges, Chancellor Pan hosted the gathering of 12 King County Legislators and legislative staff. State Board of Community and Technical Colleges member, Phyllis Kenney, and Executive Director Yoshiwara, and Deputy Executive Director Bosenberg, and several college presidents and faculty and staff union leaders from 8 colleges also attended the gathering.

The convening was devoted to a review of key data points related to skyrocketing regional cost of living and how it has disproportionately affected employees working in King County CTCS. The lead consultant on the study, James McCafferty, of Western Washington University's Center for Economic & Business Research, presented many pertinent key facts. Several college presidents and labor leaders spoke and requested King County legislators to support a regional differential pay for CTC employees working in King County.

### **Georgetown Campus Hosting International Visitors**

On Sept. 20, Laura Kingston, Interim Dean at Georgetown Campus, Associate Vice Chancellor of Global Initiatives, Dr. Andrea Insley, Associate Vice Chancellor of Workforce Education, Dr. Malcolm Grothe, and Chancellor Pan hosted a four-person delegation from the Anhui Technical College of Mechanical and Electrical Engineering. The visitors learned workforce programs at Seattle Colleges, toured several apprenticeship programs at Georgetown, and discussed future opportunities for institutional exchange and collaboration.

At the same time, a Chinese delegation of several technical colleges, was visiting the Bates Technical College of Washington. The delegation also toured the Georgetown Campus programs, together with the visitors from Anhui Technical College.



Central · North · South · SVI

## OFFICE OF THE CHANCELLOR

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### **SCCTV update**

SCCTV is teaming up with one of our own faculty to co-produce a new program focused on writing and poetry called "Z-Sides." The new program, hosted by Jekeva Phillips, had its debut September

28th. Also, our monthly show @ Seattle Colleges is airing on MeTV (in addition to SCCTV). Audiences throughout Puget Sound get to see the great programs at Seattle Colleges on commercial television. The show can be seen on MeTV Sunday mornings at 7:00am. A reminder that SCCTV broadcasts @ Seattle Colleges weekly on Saturdays at 5:30 and 8:30 pm and Sundays at 5:30am on SCCTV's cable channel, Comcast Ch 28, Wave Ch 19, and Century Link Ch 8005/8505

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Rosie Rimando-Chareunsap, President  
**DATE:** October 18, 2018  
**SUBJECT:** Report to the Board of Trustees

### I. Student Success

- South welcomed the incoming class of 117 13<sup>th</sup> Year Promise Scholarship scholars to campus from Sept. 11-13 for Summer Bridge, a three-day workshop that prepares the recent high school grads for a successful transition to college.

### II. Financial Health

- The Grant Award Notification for South's five TRIO programs came with a 4.25 percent increase which will allow the college to keep pace with current staffing in the new fiscal year and continue a high level of service to students.

### III. External Affairs

- White House Initiative on Asian Americans and Pacific Islanders Executive Director Holly Ham visited South on Sept. 13, where she met with Chancellor Pan and President Rimando-Chareunsap to discuss the importance of AAPI representation in leadership roles and expanding career and technical training opportunities to AAPI students. Ham also toured apprenticeship programs at the Georgetown campus.
- Delta Seattle VP Tony Gonchair and President of the Elliot Bay Group Scott Ingham met with Chancellor Pan and President Rimando-Chareunsap on Sept. 12 to strengthen partnerships between the company and South's aviation training programs.
- Maricopa Community Colleges and the National Center for Inquiry & Improvement invited President Rimando-Chareunsap as a plenary panelist and workshop presenter at their "Redesigning Student Intake and Support Systems" institute October 11, 2018 in Tempe, Arizona for South's work in Guided Pathways redesign. The Maricopa district is implementing Guided Pathways across their system of ten colleges, and seeks to learn implementation lessons from experienced leaders.

### IV. Pride Points

- South started the academic year with an uplifting President's Day on Sept. 20 as Dr. Rimando-Chareunsap shared her vision for the college's future and strategies to make a real difference in student success and institutional health.



**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** North Seattle College President Dr. Warren Brown  
**DATE:** October 4, 2018  
**SUBJECT:** Report to the Board of Trustees

**I. Student Success**

- **NSC receives Title III \$2.2 million grant**  
The U.S. Department of Education is awarding North a Title III Strengthening Institutions Program grant of approximately 2.2 million, with the purpose of helping eligible colleges to become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions.
- **NSC Fall Registration Fair for Fall 2018**  
NSC's Admissions, Registration, Records and Credentials (ARRC) held a Registration Fair on Sept. 22, where over 80 students received assistance completing the enrollment process.

**II. External Affairs**

- **Early Childhood Education Navigator position**  
North and Seattle Central partnered with the city of Seattle's Department of Education and Early Learning to create a new Early Childhood Education navigator position to support students in Early Childhood Education pathways.
- **Pharmacy Technician apprenticeship in development**  
North's Executive Dean for Career/Workforce Education, John Lederer and NSC Interim Dean for Workforce Instruction Division, Aaron Korngiebel have been meeting with Kaiser Permanente around the development of a new Pharmacy Technician apprenticeship.
- **NSC IB BAS and Global Work Integrated Learning**  
North's International Business Bachelor of Applied Science degree program completed the third Global Work Integrated Learning project between NSC, RMIT University in Melbourne Australia, Politeknik Port Dickson, and Politeknik Seberang Perai in Malaysia. The project culminated with four NSC students and one NSC staff member traveling to Melbourne to collaborate with students and faculty from Australia and Malaysia, and deliver business presentations to an industry client.

**III. Pride Points**

- **NSC listed as a top five LGBTQ-friendly college**  
North was named one of the top five LGBTQ-friendly community colleges in the nation by Campus Pride, the leading national organization for LGBTQ and ally college students and groups. This was the first time Campus Pride recognized a top five community college Best of the Best LGBTQ-friendly list.



## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Sheila Edwards Lange, Ph.D., President  
**DATE:** October 4, 2018  
**SUBJECT:** Seattle Central College monthly report

### STUDENT SUCCESS

#### **College creates consolidated counseling services**

Seattle Central's new Counseling Center opened at the beginning of the quarter to create streamlined services to students. Under the new model, faculty counselors are co-located in a combined space and are no longer housed within an academic unit or department.

#### **College's career center renamed**

The former Career Services Center is now the Career Exploration Center (CEC). The name reflects a new approach focused on prospective students, new students and getting current students to complete college level English and math during their first year. The CEC will focus on two new areas of emphasis: undecided student development and completion initiatives.

#### **Instructional programs get restructured**

This Fall, Business and Behavioral Sciences and some SVI programs were restructured to create larger umbrellas divisions. The Business Transfer and Computer Support Technician programs moved into STEM, while Behavioral Sciences, and all of SVI's healthcare programs moved into an expanded Healthcare and Human Services division.

### INSTITUTIONAL EXCELLENCE

#### **College institutes land acknowledgement statement**

The college has institutionalized the use of a land acknowledgement statement that recognizes the original indigenous peoples of the Puget Sound region. The statement was prepared by Office of Diversity, Equity and Inclusion, and is expected to be read at the beginning of each major campus event. A small campus ceremony will be held on Oct. 8, Indigenous Peoples Day to commemorate this move.

### EXTERNAL AFFAIRS

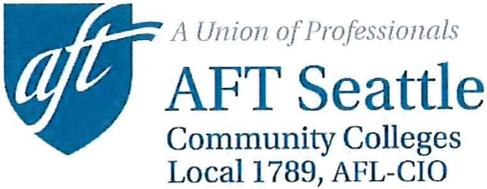
#### **Seattle Central welcomes Seattle Promise students**

Seattle Mayor Jenny Durkan visited Seattle Central last month to welcome the first cohort of Seattle Promise students who are recent graduates of Garfield High School. Seattle Promise is a new districtwide scholarship program that funds graduating seniors from the six high schools in Seattle.

### PRIDE POINTS

#### **Wood Technology students recognized for scholarships**

Six students from the Wood Technology Center were recently recognized for receiving the Woodworking Machinery Industry Association Educational Foundation Award. Wood Shop News, a national professional woodworking magazine, featured the students.



To: Seattle Colleges Board of Trustees

From: Annette Stofer, President, AFT Seattle Local 1789

Re: BOT report for October 2018

I would like to begin my report with words of appreciation for a couple of things. Thank you for again including the union leaders in welcoming everyone back to Fall Quarter. It is so important that the Convocation program give time to many voices and a variety of topics. Thank you also for another effective reception with legislators, college leaders, and union representatives to highlight the need for salaries that attract and retain the best people to serve our students.

From the faculty ranks, salaries are a primary concern right now. People have expressed stress, frustration, and even anger as they try to get by under current conditions. People have followed the news about improvements for K-12 educators and wonder why we aren't getting the same kind of attention. AFT Seattle will certainly be working to improve conditions for all of our faculty. We look forward to continued cooperation with the administrators leading this effort and the other employee unions.

In the summer, a new state law went into effect that directs employers to conduct orientations for new hires. It also includes time for union representatives to meet with the new employees. We look forward to implementing this new opportunity to improve the work experience. People will appreciate knowing that there are union reps that they can turn to for support and answers.

It was with sadness that we received the news that the Pastry and Baking Arts Program at South Seattle College is being closed. The faculty and students have begun a teach-out, and the faculty are in talks about their options. AFT Seattle is exploring questions regarding Units and Seniority to make sure that there is consistency and accuracy around the factors that determine individual seniority rights. It would be my wish to also have conversations about ways to keep expensive programs healthy. They bring diversity to our offerings and make for a richer experience for students and employees alike.

Our Executive Board, after much careful consideration, voted to endorse the City of Seattle Family and Children's Levy, which will appear on the ballot this fall. The main concern that we struggled with was the impact of higher taxes on our underpaid faculty. We fully support having quality educational institutions and programs. They are the bedrock of a healthy society.



**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Jeffrey Campbell  
President, United Student Association

**DATE:** October 18<sup>th</sup>, 2018

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

**2018-2019 USA Draft Goals**

We have discussed and created a draft of our goals for the 2018-2019 academic year. Current USA priorities include student transportation, the Clean Air Task Force, promoting racial justice, cultural sensitivity and competency, textbook affordability, the student Wellness Center, and ensuring that South Seattle College upholds a high level of sustainability on campus.

**State-wide Community and Technical College Leadership Conference – September 5<sup>th</sup> – 7<sup>th</sup> 2018, Olympia**

Along with 500 student leaders from across the state, all eight members of the United Student Association attended the Council of Unions and Student Programs annual leadership conference in Olympia. This conference is an opportunity to bring together students from the community and technical college system to kick-off the academic year, develop leadership skills while attending sessions, networking with other students, participate in wellness activities, attend a WACTCSA meeting and learn the fundamentals of leadership, diversity and activities.

**Student Life Training - September 10<sup>th</sup> – 24<sup>th</sup>, 2018**

Members of the USA have been in training sessions during September to familiarize ourselves with the tasks that are expected of us, set goals, practice Robert's Rules, teambuilding, as well as begin work on fall quarter outreach programs. We have also been practicing our public speaking skills by being involved with orientations for the Center of International Education, new domestic students and 13<sup>th</sup> year workshops.

**Student Wellness Center**

Continued dialogue amongst the administration is ongoing and pin-pointing the next step forward will be discussed in the near future. During the month of August, student representatives met with Interim Vice President of Student Services, Joyce Allen to discuss the current state of the student referendum project, the Student Wellness Center. Topics discussed mostly focused on the changing budget assumptions. Good questions were asked and we believe folks are pretty clear on the fiscal challenge, but are eager to move the work ahead. Joyce affirmed a need to validate the contributions by S&A fees, college annual contributions and the staffing need assumptions. Ms. Allen communicated that the Administrative area of the college will be convening a group in the fall to pick up the work again. There was interest in confirming the

composition of the group working on this, as there is already a structure in place, so why change it when all the individuals are currently in place on the campus – would it mirror the last group composition or be different. She could not answer at the time.

There was confirmation that the students want progress and action, and any decisions made should lean into the prior feedback of what is most important from the feedback previously collected. There is a desire to know if the automotive space is an option or if that has been committed to others. It sounds as though that space may be allocated to another department. Ms. Allen shared that she understood that any space that becomes available is reviewed for all possible needs to make the best holistic decision and as far as we understood the assessment of that space was not yet complete. Cashiers, Colby Keene and USA would like some clear talking points to be able to communicate to students wanting to know about the content and timing of the use of these fees. USA meetings this year will quickly get the USA board on a path of greater clarity for those messages – in the meantime it is affirming the mutual commitment to bringing the wellness center to life within the means we have to not only build it but to also sustain it once built.

### **Clean Air Task Force**

Executive Director of Institutional Effectiveness Greg Dempsey has drafted a preliminary survey to be administered to the entire campus community. The survey is currently under review by the Clean Air Task Force for revision before the full email is sent out to the entire campus community.

### **Governor's Student Voter Registration Challenge**

Gov. Jay Inslee has launched the Governor's Student Voter Registration Challenge in partnership with Secretary of State Kim Wyman. The goal of the challenge is simple – to register as many eligible students as possible before the Nov. 6 General Election.

#### ***Timeline:***

*Aug. 7 – Inslee and Wyman host conference call for participating schools*

*Sept. 25 – National Voter Registration Day*

*Oct. 8 – Deadline for online/mail-in voter registration, or voter information updates, for the Nov. 6 election*

*Oct. 29 – Deadline for in-person new Washington state voter registration for the Nov. 6 election*

*Nov. 6 – Election Day*

*Nov. 30 – Winning schools announced*

### **Washington Community and Technical College Student Association (WACTCSA) 2019**

#### **Goals:**

The following issues were developed during the 2018 Legislative Voice Academy by WACTCSA. This agenda represents the issues community and technical college (CTC) students have identified as their highest priorities for advocacy during the 2018-2019 academic and legislative session.

- New Hope for Previously Incarcerated Students

- Textbooks and Open Educational Resources (O.E.R.s) Affordability and Accessibility
- College Affordability
- Address College Campus Food Insecurity

**USA President Appointed to Hiring Committee for VPI**

Jeffrey Campbell has been appointed as the student representative to the hiring committee for the Vice President of Instruction.