

## SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

**November 8, 2018**

**STUDY SESSION**

1:30 p.m.

President's Boardroom

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

**REGULAR SESSION**

3:00 p.m.

President's Boardroom

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

### STUDY SESSION

**1:30 p.m.**

**STUDY SESSION**

- A. Executive Session:  
Litigation update

*(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;*

- B. Open Session:  
Auditor's Report  
Siegal Center maintenance and improvement

**REGULAR SESSION AGENDA**

<b>3:00 p.m.</b>	<b>CALL TO ORDER</b>	
<b>3:00 p.m.</b>	<b>SAFETY ANNOUNCEMENT</b>	
<b>3:05 p.m.</b>	<b>WELCOME STUDENT LEADERS</b>	
<b>3:05p.m.</b>	<b>APPROVAL OF AGENDA   ACTION</b>	<b>Tab 1</b>
<b>3:05 p.m.</b>	<b>PUBLIC COMMENTS</b> Up to fifteen minutes are set aside for people to express their views on any matter except those restricted to Executive Session.	
<b>3:20 p.m.</b>	<b>PRESENTATION</b> Addressing Food Insecurity <i>Presenters: Rosie Rimando-Chareunsap, President at SSC; Joyce Allen, Interim Vice President of Student Services at SSC; Monica Lundberg, Program Manager of Student Life at SSC</i>	
<b>3:40 p.m.</b>	<b>RECOMMENDED BOARD ACTIONS   ACTION</b>	
	A. Minutes from September 13, 2018	<b>Tab 2</b>
	B. Minutes from October 18, 2018	<b>Tab 3</b>
	C. Chancellor’s Contract	<b>Tab 4</b>
<b>3:50 p.m.</b>	<b>INFORMATIONAL ITEMS</b>	
	A. CCSSE results	<b>Tab 5</b>
	B. Pastry Arts program closure	<b>Tab 6</b>
	C. Budget update	<b>Tab 7</b>
<b>4:30 p.m.</b>	<b>ORAL REPORTS</b>	<b>Written Reports-Tab 8</b>
	A. Chancellor’s Report	
	B. Chair’s Report	

- C. Trustees
  - 1. Report from ACCT Leadership Congress -Trustees Teresita Batayola and Rosa Peralta
  
- 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, December 13, 2018 at North Seattle College, 9600 College way N, 98103. 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.*

## SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

**September 13, 2018**

**STUDY SESSION** 1:30 p.m. North Star Dining Room  
North Seattle College  
9600 Colleges Way North  
Seattle, WA 98103

**REGULAR SESSION** 3:00 p.m. North Star Dining Room  
North Seattle College  
9600 Colleges Way North  
Seattle, WA 98103

### STUDY SESSION

#### STUDY SESSION

- A. Executive Session: Chancellor's Evaluation  
*(2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee*
  
- B. Executive Session: Litigation update  
*(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*

**Executive session was called at 1:45 for one hour.**

C. Open Session: Board self-evaluation process  
Rebecca Hansen will send the instrument to the trustees and give two weeks for responses. Trustees will discuss the results at the October 18 board meeting.

D. Open Session: Regional Pay  
Jan Yoshiwara, Executive Director SBCTC, joined the board for a discussion about the system budget ask and regional pay.

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

**Chair Chernin called the meeting to order at 3:25pm.**

### **SAFETY ANNOUNCEMENT**

Rebecca Hansen took roll and made a safety announcement.

### **ATTENDANCE**

Ms. Teresita Batayola, Ms. Louise Chernin, Ms. Carmen Gayton, Mr. Steve Hill (by phone for action items), Ms. Rosa Peralta, Dr. Shouan Pan, Dr. Warren Brown, Dr. Sheila Edwards Lange, Dr. Rosie Rimando-Chareunsap, Dr. Kurt Buttleman. Ms. Jennifer Howard. Ms. Cindy Riche, Ms. Maureen Shadair, Mr. Derek Edwards, Mr. Matthew Davenhall, Ms. Annette Stofer, Ms. Jayne Strom-Strebe

Guests: Daniel Cordas, Steve Hoffman, Betsey Hasegawa

### **PUBLIC COMMENTS**

There were no public comments.

### **INTRODUCTIONS**

Rosie Rimando-Chareunsap introduced each of the new AVPEDIs and each said a few words about the work they have ahead. Associate Vice Presidents for Diversity, Equity and Inclusion: D'andre Fisher, North Seattle College; Betsy Hasegawa, South Seattle College; Valerie Hunt, Seattle Central College.

Jennifer Howard introduced the new ED of Financial Services, Jennifer Strother.

### **RECOMMENDED BOARD ACTIONS | ACTION**

#### **A. APPROVAL OF AGENDA | ACTION**

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

#### **B. Minutes from July 12**

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

#### **C. Indemnification of Employees**

**Trustee Gayton made a motion to indemnify 9 employees named in a lawsuit. Trustee Peralta seconded. The motion carried 4-0.**

#### **D. Starfish demonstration and Starfish Purchase Authorization**

Dr. Buttleman gave a presentation about the decision-making process and the capabilities of the student success tool. Daniel Cordas is serving as the Project Manager for implementation of Starfish. Starfish facilitates guided pathways work and integrates with ctCLink. Dr. Buttleman gave a demonstration of academic planning and registration processes.

**Trustee Gayton made a motion to approve the purchase. Trustee Peralta seconded. The motion carried 4-0.**

E. Local Government Investment Pool (LGIP) – 2018 Resolution

**Trustee Gayton made a motion to approve the resolution. Trustee Peralta seconded. The motion carried 3-0. Steve Hill abstained.**

F. Apprenticeship Training Contracts

**Trustee Peralta made a motion to approve the contracts. Trustee Gayton seconded. The motion carried 4-0.**

G. Recommendation for Emeritus Status

a. Trustee, Carmen Gayton

**Trustee Hill made a motion to award emeritus status to Carmen Gayton. Trustee Peralta seconded. The motion carried 3-0. Carmen Gayton abstained.**

b. Administrator, Tina Young

**Trustee Gayton made a motion to award emeritus status to Tina Young. Trustee Peralta seconded. The motion carried 3-0. Steve Hill abstained.**

## PRESENTATION

OCE&E 101 and goals into the future

*Kathleen Crompt, Integration Manager for the OCE&E*

## INFORMATIONAL ITEMS

A. SVI transfer of ownership, recommendation to SBCTC

Chancellor Pan briefed the board on the work of the advisory committee and the recommendation to transfer ownership to Urban League. President Edwards Lange updated the board on dynamics between organizations that submitted proposals and she is working with the organizations to see if they are able to collaborate.

B. Policy 209, Health and Safety – First Reading

Jennifer Howard proposed an updated policy that will keep us in compliance with OSHA and WISHA.

C. Budget Update

Jennifer Howard presented an update on the 2018-19 budget. She will present this again in November to ask for approval.

D. ACT meeting and conference dates for 2018-19

Dates and attendance at the upcoming Fall ACT meetings were discussed.

E. Convocation, September 18 at South Seattle College

Convocation is coming up next Tuesday morning. Chair Chernin and Vice Chair Hill will present the Lifelong Learning Awards. There will be a panel on Seattle Pathways.

**ORAL REPORTS**

A. Chancellor's Report

Chancellor Pan recently held a leadership retreat that focused on Seattle Promise and Pathways.

B. Chair's Report

Chair Chernin and the rest of the board thanked Carmen Gayton for her service and collegiality on the board.

C. Labor Union Representatives

Ms. Annette Stofer, AFT Seattle Community Colleges, reported that the executive board retreat was coming up next week.

Mr. Matthew Davenhall, Washington Federation of State Employees, gave an update on negotiations.

D. College Presidents, Vice Chancellors

Dr. Warren Brown, North Seattle College, proudly announced that campuspride.org recognized NSC as the #2 LFBTQ friendly school for community colleges across the country. He also gave an update on the Northgate pedestrian bridge.

Dr. Rosie Rimando-Chareunsap, South Seattle College, reported that Holly Hamm, Executive Director of the White House Initiative on Asian Americans and Pacific Islanders, visited South today.

**ADJOURNMENT**

**The meeting adjourned at 5:00pm.**

The next meeting of the Board of Trustees will be held on Thursday, October 18, 2018 at Seattle Central College, 1701 Broadway Ave E, Seattle 98122. 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)**

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*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.*

## 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

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*

Litigation

*(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*

B. Open Session: Board self-evaluation

## **REGULAR SESSION AGENDA**

### **CALL TO ORDER**

**Chair Louise Chernin called the meeting to order at 3:03pm. She welcomed Trustee Robert Williams.**

### **SAFETY ANNOUNCEMENT**

**Rebecca Hansen gave a safety announcement and took roll.**

### **ATTENDANCE**

Ms. Teresita Batayola, Ms. Louise Chernin, Mr. Steve Hill. Ms. Rosa Peralta, Mr. Robert Williams, Dr. Shouan Pan, Dr. Warren Brown, Dr. Sheila Edwards Lange, Dr. Rosie Rimando-Chareunsap, Ms. Maureen Shadair, Mr. Derek Edwards, Ms. Annette Stofer, Ms. Alison McCormick, Mr. Jeffrey Campbell, Mr. Omar Osman, Mr. Elijah Gerrard  
Guests: Lynn Kanne, Michael Taylor, Alecia Spooner, Melana Yanos, Don Glickstein

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

**Trustee Batayola made a motion to approve the agenda. Trustee Peralta seconded the motion. Trustee Batayola withdrew the motion.**

**Trustee Hill moved to approve the agenda with a tabling of the Chancellor's contract. Trustee Batayola Seconded. The motion carried 5-0.**

### **PUBLIC COMMENTS**

Don Glickstein spoke as a neighbor living on Capitol Hill. He asked the college to improve building maintenance and control smoking on campus.

Greg Hinckley, Sociology instructor at Seattle Central College for 20 years, spoke about faculty salary. He reminded the board that the colleges have distinguished faculty facing difficult decisions about whether they can afford to continue working at Seattle Colleges.

Kayleen Oka, has worked for 11 years at Seattle Central, and spoke in support of a living wage for faculty.

Ricardo Franca introduced himself as the SCC student representative, standing in for Omar Osman. He stated that he is thankful to be here, and thankful for a scholarship he received to support him as an undocumented student.

Kimberly Tate-Malone is a reference instruction librarian at SCC. She stated that compensation is unfair and unsustainable and that the annual COLA doesn't cover the annual property tax increase.

Carl Livingston spoke about faculty compensation. He has been an instructor for 28 years.

## **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*

## **RECOMMENDED BOARD ACTIONS | ACTION**

- A. Policy 209, Health and Safety – Second Reading

**Trustee Batayola made a motion to approve the policy. Trustee Williams seconded. The motion carried 5-0.**

- B. SVI Conveyance

**Trustee Batayola made a motion to accept and approve the proposal from the advisory committee and convey that recommendation to the State Board in order to draft legislation to implement the proposal, and convey SVI to an entity managed by the Urban League. Trustee Hill seconded. The motion carried 4-0. Trustee Williams abstained.**

- C. Chancellor's Contract

This item was tabled until the November meeting.

## **INFORMATIONAL ITEMS**

- A. Academic Year in Review Enrollment Report

Victor Kuo, Executive Director of Institutional Effectiveness, gave an overview of the enrollment report for academic year 2017-18.

## **ORAL REPORTS**

- A. Chancellor's Report

In early September, Seattle Colleges leadership gathered with students and community partners to celebrate the first cohort of Kaiser Permanente Medical Assistant Career Launch Scholars. 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 to complete the Medical Assistant program at Seattle Vocational Institute.

- B. Chair's Report

Chair Chernin welcomed Robert Williams, who introduced himself and said that access to higher education, especially for people of color, is one of his priorities. He brings a finance background to the board.

C. Trustees

Trustee Batayola thanked Sheila Edwards Lange and her team for their work on SVI. She also inquired about recent lockdown notices, and stated that safety is a concern.

The presidents each shared what they are doing to increase safety on the campuses.

Steve Hill is serving as the board liaison to the Seattle Colleges Foundation and offered some observations. He commented on the enormous effort that has gone into unifying the foundations and the great progress to date.

D. Labor Union Representatives

Ms. Annette Stofer, AFT Seattle Community Colleges, reported that the *Janis* decision has spurred increase in new membership. AFT is going to begin a membership drive to reach the 300+ non-members, mostly PT faculty.

Ms. Alison McCormick, AFT-SPS, introduced herself and announced that union officer elections will happen in March 2019. The first all-bargaining unit meeting will be held in November 2018.

E. Student Representatives

Jeffrey Campbell from South Seattle College, Ricardo Franca from Seattle Central College, and Elijah Gerrard from North Seattle College each introduced themselves.

F. College Presidents, Vice Chancellors

Dr. Sheila Edwards Lange, Seattle Central College, thanked the board for their support on the conveyance of SVI.

Dr. Warren Brown, North Seattle College, gave an update on the pedestrian overpass.

Dr. Rosie Rimando-Chareunsap, South Seattle College, announced that South received a Title 3 grant, similar to North's award, and that the pathways redesign work will continue. The Center for Equity, Inclusion and Diversity is hosting a talk by Claude Steele from Stanford on stereotype threat.

**ADJOURNMENT**

**The meeting adjourned at 4:41pm.**

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)**

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**2018 SECOND ADDENDUM TO THE CHANCELLOR’S CONTRACT  
SEATTLE COLLEGE DISTRICT VI**

This addendum is entered into between the Seattle College District Board of Trustees and its Chancellor, Dr. Shouan Pan, (hereinafter referred to as “the Chancellor”) and amends the Chancellor’s 2016 employment contract as follows:

**II. Appointment**

The Board hereby appoints Dr. Shouan Pan as Chancellor of the Seattle College District VI. This appointment shall run from July 11, 2016, through June 30, 2021.

**VII. Evaluation and Contract Extension**

The Board will evaluate the performance of the Chancellor at least once each year, normally toward the end of the Fiscal Year, with completion by the September Board meeting. After this evaluation, the Board may, at its sole discretion, extend this contract.

The terms and conditions of the Chancellor’s Contract are incorporated herein by reference, except as amended in this addendum.

IN WITNESS WHEREOF, the Board of Trustees and the President have executed this addendum this \_\_ day of Novmeber, 2018.

\_\_\_\_\_  
Louis Chernin, Chairperson  
for and on behalf of the of the Trustees of the  
Seattle Colleges

Terms and Conditions of  
this addendum accepted by:

\_\_\_\_\_  
Dr. Shouan Pan  
Chancellor

## MEMORANDUM

**TO:** Board of Trustees

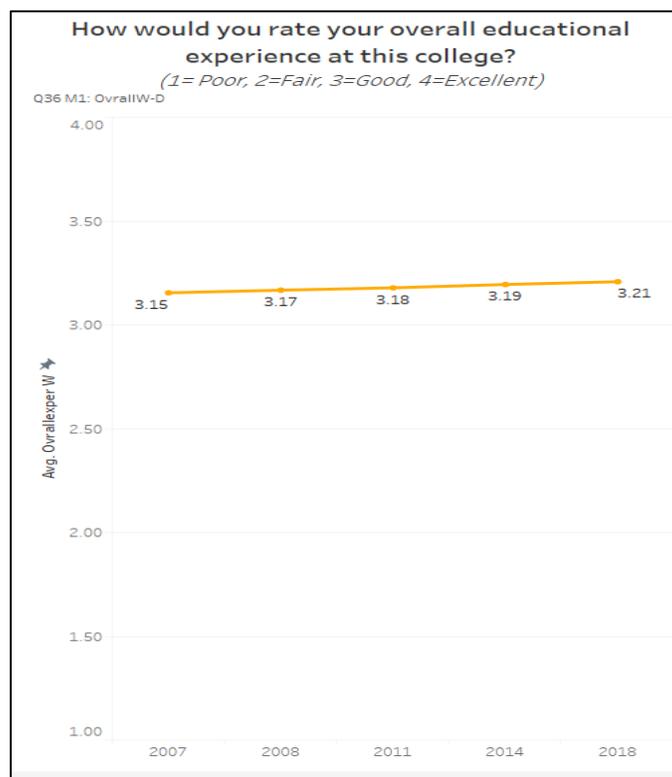
**FROM:** Shouan Pan, Chancellor

**DATE:** November 2018

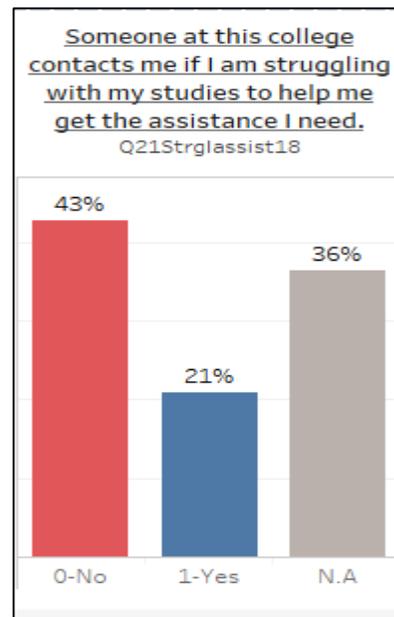
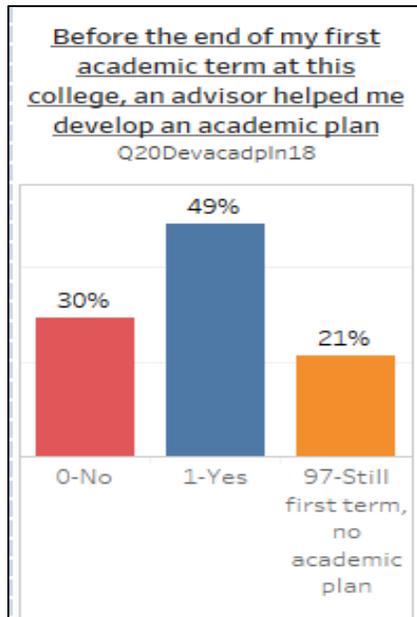
**SUBJECT:** Community College Survey of Student Engagement (CCSSE)

We are pleased to share with you a few highlights from the Community College Survey of Student Engagement (CCSSE) that we administered earlier this year at our colleges. Click [here](#) for the Key Findings Report, also attached to this memo, and [here](#) to explore data dashboards. We want to thank all of the faculty, staff, and students who volunteered their class time to participate in the survey. We were very pleased to see the excellent coordination and integrated efforts. Most importantly, we were able to *engage students and capture their voices* to inform how we might support them on their journey to college completion.

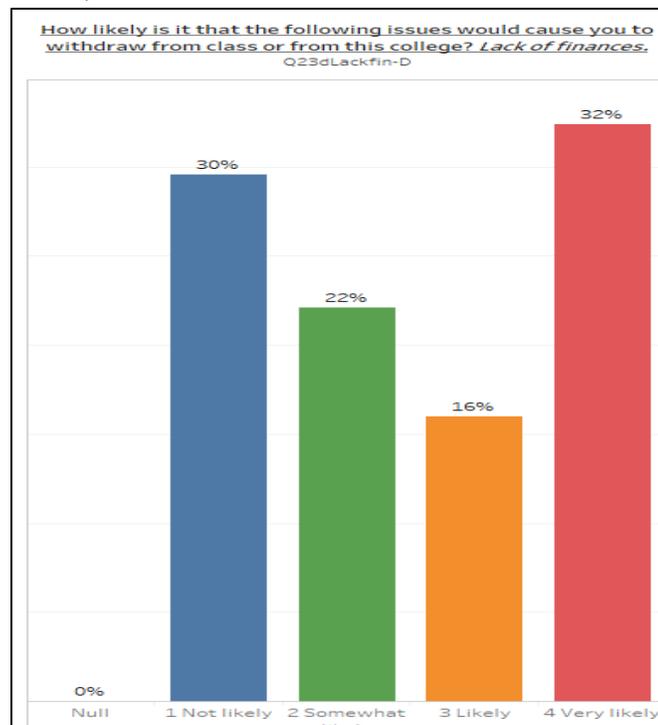
- **Students' overall experiences with Seattle Colleges remains high.** This year, as well as in past years when the CCSSE survey was administered, the overall rating was between "Good" and "Excellent". Ratings have increased slightly over the years and have hovered around 3.2 on a 4-point scale.



- **Nearly half of our students report having developed academic plans** before completing their first term with us (49%) and 21% report having received proactive assistance. As we continue to implement and refine Seattle Pathways with new approaches to advising and utilization of technology to facilitate proactive outreach to at-risk students, we expect to see continued progress in these measures.



- **Lack of finances is a major factor that students cite as potentially causing them to withdraw.** Nearly half of our students report that a “lack of finances” poses a concern to their continued enrollment with us (48%, very likely or likely). With the rising costs of living in the Greater Seattle Area, we must find ways to remove financial barriers to higher education access and success. In addition to federal and state grant and loan programs, we are continuing our efforts to ensure that the *Seattle Promise* program builds on past successes, and that we can continue to invest in local talent.



These findings from the CCSSE survey are insightful and actionable. Research shows that the more actively engaged students are, the more likely they are to persist in their college studies and to achieve academic success. Identifying what inspires our students as well as what barriers they face can help us create an environment that enhances their academic outcomes. We encourage you to consider these findings and to explore the data to discover more insights and to address other critical questions.

Student engagement is a measure within the Seattle Colleges Strategic Plan 2017-23. Select items from the survey, such as students' overall experience, will be used to inform the board of trustees of progress in fostering a positive and supportive student experience. Survey findings can also inform colleges' accreditation goals as well as student and community audiences seeking to compare our colleges to national trends.

For additional details about the survey, please contact your college leadership or institutional effectiveness department. To learn more about CCSSE visit [www.ccsse.org](http://www.ccsse.org). Once again, on behalf of the Seattle Colleges leadership, thank you for supporting this effort and for your continued engagement.

# Community College Survey of Student Engagement

Seattle Colleges

**2018 Key Findings**

## **Table of Contents**

Key Findings: A Starting Point	2
Benchmarks of Effective Educational Practice	3
Aspects of Highest Student Engagement	4
Aspects of Lowest Student Engagement	5
2018 <i>CCSSE</i> Special-Focus Items	6
<i>CCFSSE</i>	8

## Key Findings: A Starting Point

The Key Findings report provides an entry point for reviewing results from your administration of the 2018 Community College Survey of Student Engagement (CCSSE). The report provides college-specific data in an easy-to-share format including benchmark comparisons between the college, top-performing colleges, and the CCSSE cohort. It also highlights aspects of highest and lowest student engagement at the college, as well as results from five CCSSE special-focus items. Select faculty survey data are also highlighted.

Colleges participating in CCSSE 2018 received a survey instrument that was refreshed starting with the 2017 administration. Most of the items on the survey did not change at all, and the majority of those items that were revised underwent only minor adjustments to wording or response categories. Items that were no longer providing relevant data (e.g., outdated technology items) were eliminated, and the updated instrument includes several high-impact practices items that were not previously on the core survey. The refreshed survey also includes items about library and active military/veteran services, as well as new demographic items about active military/veteran and college athlete status.

This year, reporting is based on a two-year cohort; 2019 reporting will use the standard three-year cohort of participating colleges in survey analyses.

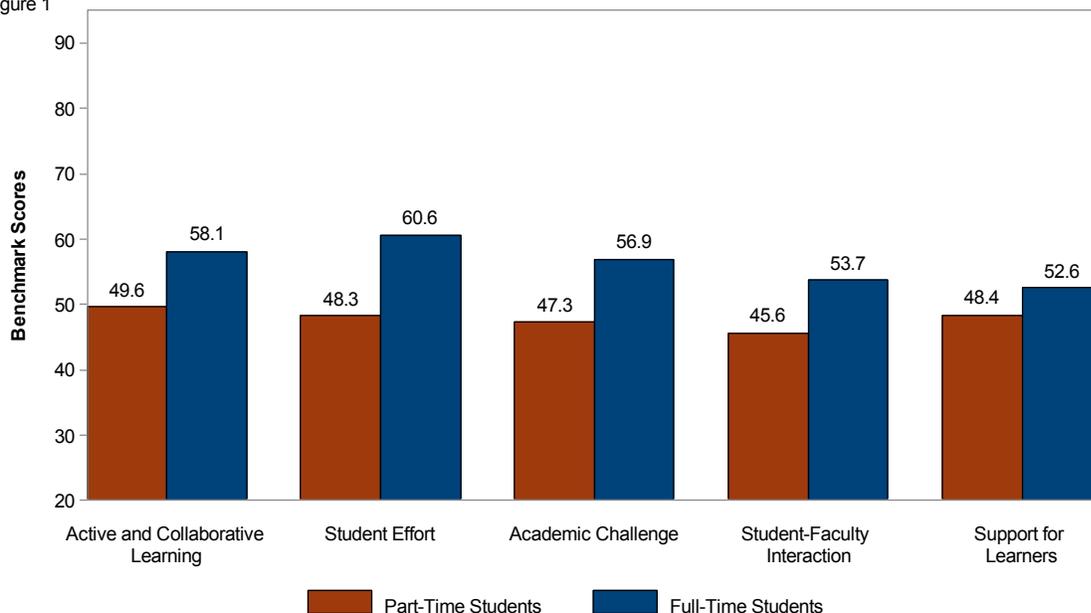
### Academic Mindset

In each annual administration, the Center for Community College Student Engagement (the Center) has included special-focus items on CCSSE to allow participating colleges and national researchers to delve more deeply into student experiences and areas of institutional performance of greatest interest to the field. Five items designed to elicit information about academic mindset among community college students were added to the 2018 CCSSE administration. The results of these findings are on pages 6–7 of this report.

### Benchmark Overview by Enrollment Status

Figure 1 below represents your institution's CCSSE benchmark scores by student enrollment status.

Figure 1



## Benchmarks of Effective Educational Practice

The *CCSSE* benchmarks are groups of conceptually related survey items that address key areas of student engagement. The five benchmarks denote areas that educational research has shown to be important to students' college experiences and educational outcomes. Therefore, they provide colleges with a useful starting point for looking at institutional results and allow colleges to gauge and monitor their performance in areas that are central to their work. In addition, participating colleges have the opportunity to make appropriate and useful comparisons between their performance and that of groups of other colleges.

Performing as well as the national average or a peer-group average may be a reasonable initial aspiration, but it is important to recognize that these averages are sometimes unacceptably low. Aspiring to match and then exceed high-performance targets is the stronger strategy.

Community colleges can differ dramatically on such factors as size, location, resources, enrollment patterns, and student characteristics. It is important to take these differences into account when interpreting benchmark scores—especially when making institutional comparisons. The Center has adopted the policy “Responsible Uses of Center Data,” available at [www.ccsse.org](http://www.ccsse.org).

The current two-year cohort for the refreshed *CCSSE* is referred to as the 2018 *CCSSE* Cohort (2017–2018) throughout all reports.

### CCSSE Benchmarks

#### ★ Active and Collaborative Learning

Students learn more when they are actively involved in their education and have opportunities to think about and apply what they are learning in different settings. Through collaborating with others to solve problems or master challenging content, students develop valuable skills that prepare them to deal with real-life situations and problems.

#### ★ Student Effort

Students' own behaviors contribute significantly to their learning and the likelihood that they will successfully attain their educational goals.

#### ★ Academic Challenge

Challenging intellectual and creative work is central to student learning and collegiate quality. These survey items address the nature and amount of assigned academic work, the complexity of cognitive tasks presented to students, and the rigor of examinations used to evaluate student performance.

#### ★ Student-Faculty Interaction

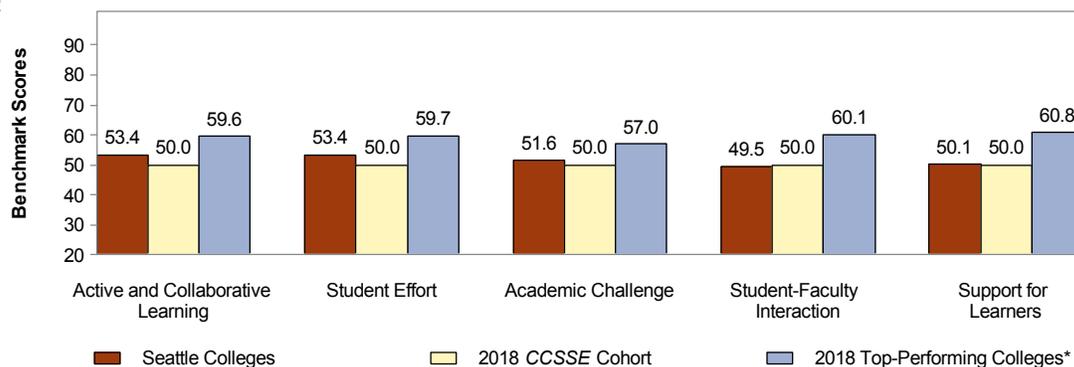
In general, the more contact students have with their teachers, the more likely they are to learn effectively and to persist toward achievement of their educational goals. Through such interactions, faculty members become role models, mentors, and guides for continuous, lifelong learning.

#### ★ Support for Learners

Students perform better and are more satisfied at colleges that provide important support services, cultivate positive relationships among groups on campus, and demonstrate commitment to their success.

For further information about *CCSSE* benchmarks, please visit [www.ccsse.org](http://www.ccsse.org).

Figure 2



\*Top-Performing colleges are those that scored in the top 10 percent of the cohort by benchmark.

Notes: Benchmark scores are standardized to have a mean of 50 and a standard deviation of 25 across all respondents. For further information about how benchmarks are computed, please visit [www.ccsse.org](http://www.ccsse.org).

# Aspects of Highest Student Engagement

Benchmark scores provide a manageable starting point for reviewing and understanding *CCSSE* data. One way to dig more deeply into the benchmark scores is to analyze those items that contribute to the overall benchmark score. This section features the five items across all benchmarks (excluding those for which means are not calculated) on which the college scored highest and the five items on which the college scored lowest relative to the 2018 *CCSSE* Cohort.

The items highlighted on pages 4 and 5 reflect the largest differences in mean scores between the institution and the 2018 *CCSSE* Cohort. While examining these data, keep in mind that the selected items may not be those that are most closely aligned with the college’s goals; thus, it is important to review all institutional reports on the *CCSSE* online reporting system at [www.ccsse.org](http://www.ccsse.org).

Figure 3 displays the aggregated frequencies for the items on which the college performed most favorably relative to the 2018 *CCSSE* Cohort. For instance, 65.8% of Seattle Colleges students, compared with 52.6% of other students in the cohort, responded *often* or *very often* on item 4f. It is important to note that some colleges’ highest mean scores might be lower than the cohort mean.

Figure 3

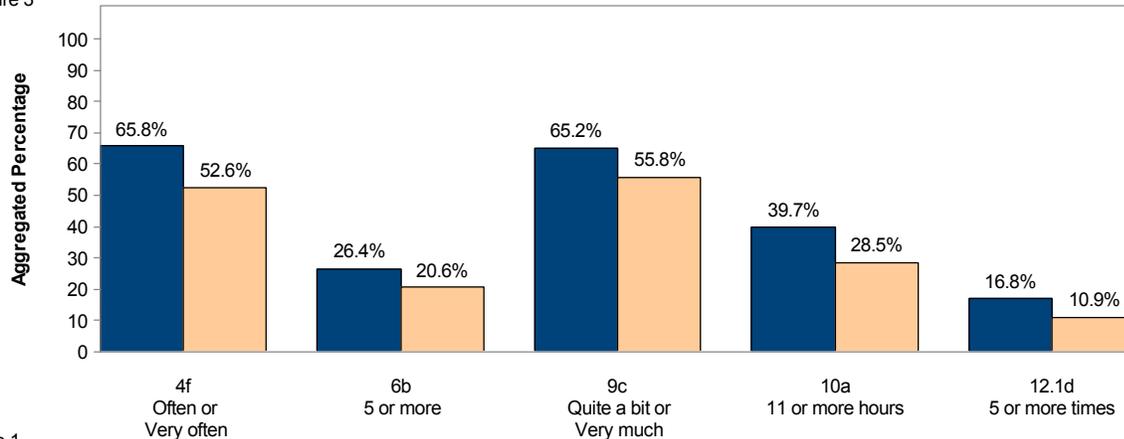


Table 1

Benchmark	Item Number	Item
Active and Collaborative Learning	4f	Worked with other students on projects during class
Student Effort	6b	Number of books read on your own (not assigned)
Support For Learners	9c	Encouraging contact among students from different economic, social, and racial or ethnic backgrounds
Student Effort	10a	Preparing for class (studying, reading, writing, rehearsing, doing homework, or other activities related to your program)
Student Effort	12.1d	Frequency: Peer or other tutoring

Notes:

- For Item(s) 4 (except 4e), *often* and *very often* responses are combined.
- For Item(s) 6, 5–10, 11–20, and *more than 20* responses are combined.
- For Item(s) 9, *quite a bit* and *very much* responses are combined.
- For Item 10a, 11–20, 21–30, and *more than 30* responses are combined.

## Aspects of Lowest Student Engagement

Figure 4 displays the aggregated frequencies for the items on which the college performed least favorably relative to the 2018 CCSSE Cohort. For instance, 60.5% of Seattle Colleges students, compared with 67.2% of other students in the cohort, responded *often* or *very often* on item 4j. It is important to note that some colleges' lowest mean scores might be higher than the cohort mean.

Figure 4

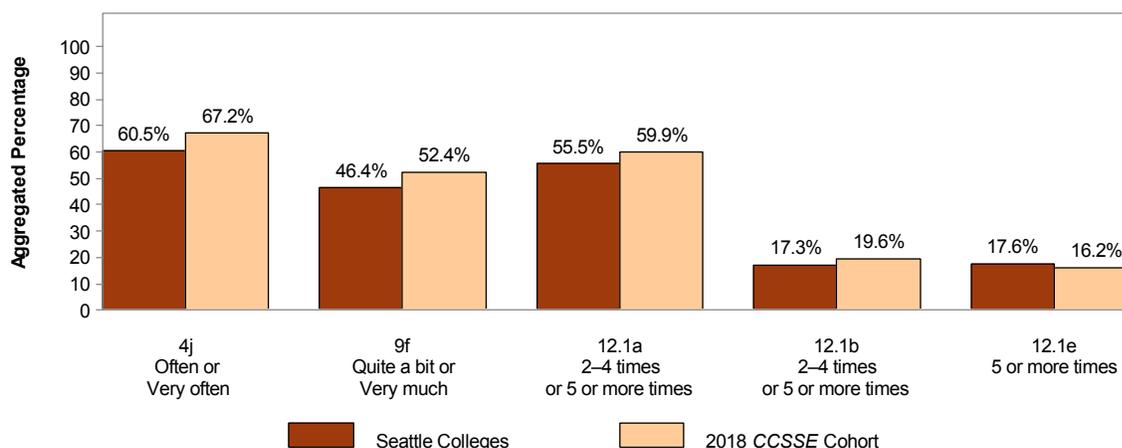


Table 2

Benchmark	Item Number	Item
Student-Faculty Interaction	4j	Used email to communicate with an instructor
Support For Learners	9f	Providing the financial support you need to afford your education
Support For Learners	12.1a	Frequency: Academic advising/planning
Support For Learners	12.1b	Frequency: Career counseling
Student Effort	12.1e	Frequency: Skill labs (writing, math, etc.)

Notes:

For Item(s) 4 (except 4e), *often* and *very often* responses are combined.

For Item(s) 9, *quite a bit* and *very much* responses are combined.

For Item(s) 12.1a and 12.1b, *2-4 times* and *5 or more times* responses are combined because these services are typically used less frequently.

## 2018 CCSSE Special-Focus Items

The Center adds special-focus items to *CCSSE* each year to augment the core survey, helping participating colleges and the field at large to further explore fundamental areas of student engagement. The 2018 special-focus items elicit new information around the topic of academic mindset, such as whether students feel welcome and respected at the college, whether they believe they can learn all of the material being presented in their courses, and whether they feel like they can change their intelligence by working hard on their studies. Frequency results from the first five special-focus items for your college and the 2018 *CCSSE* Academic Mindset item-set respondents are displayed across pages 6 and 7.

Figure 5: I feel welcome and respected at this college.

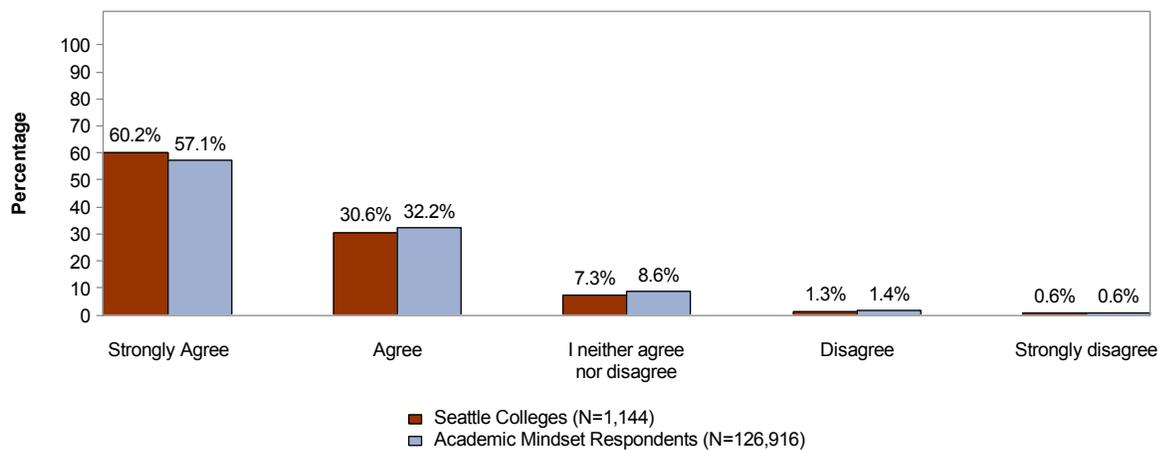


Figure 6: This college is preparing me for what I plan to do in life.

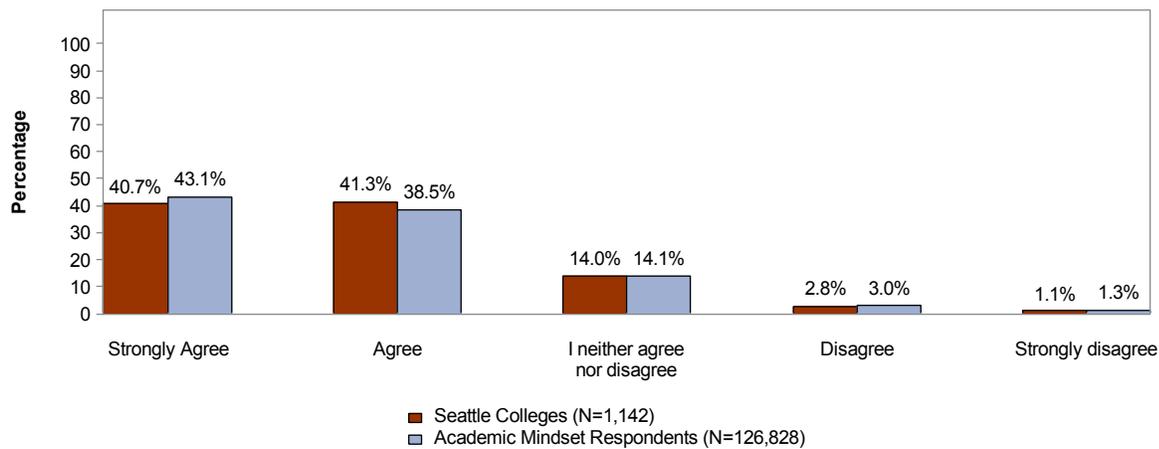


Figure 7: I can learn all of the material being presented in my courses this academic term.

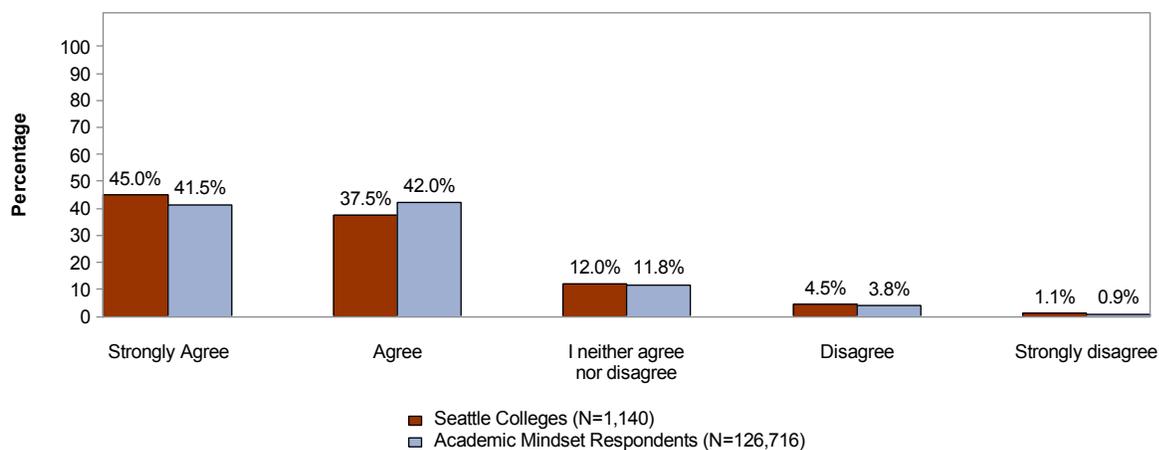


Figure 8: I have good relationships with others at this college.

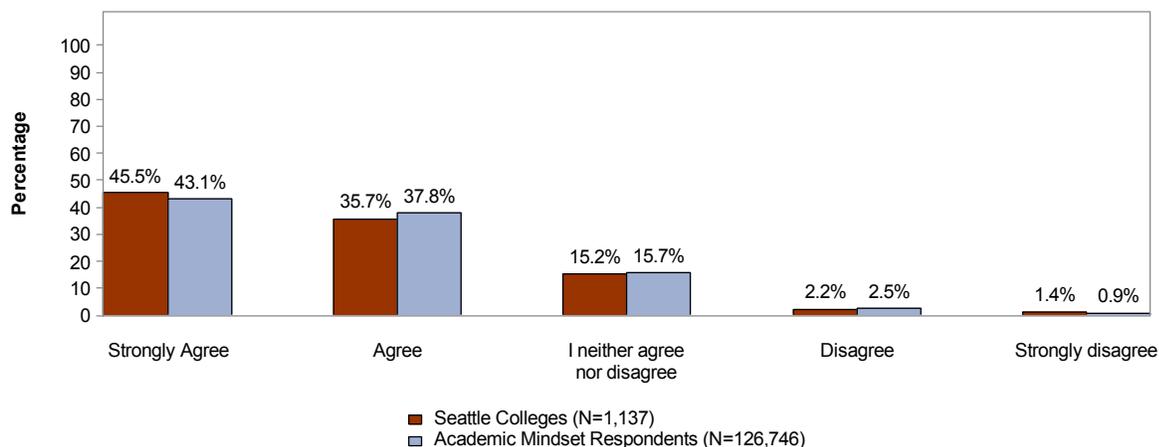
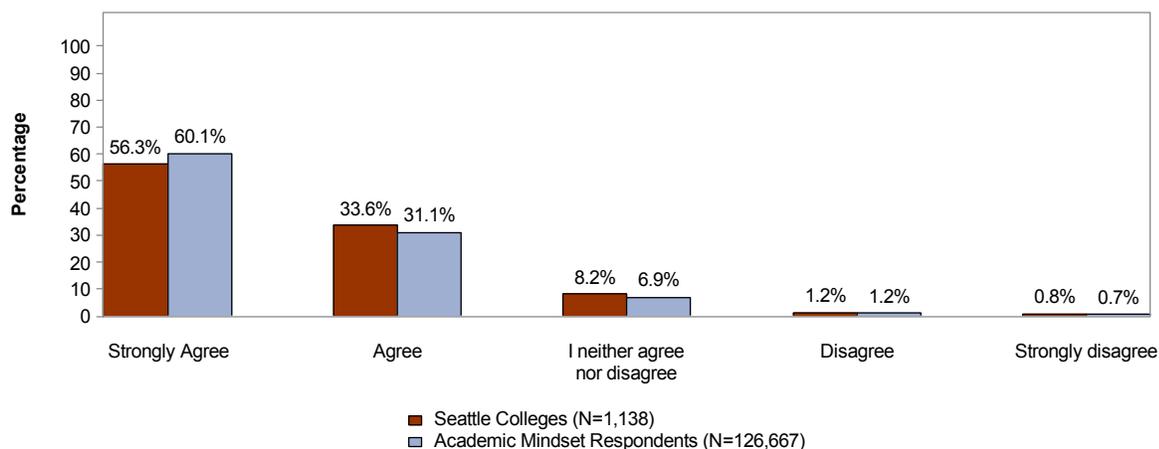


Figure 9: I can become more intelligent by working hard on my studies.



# CCFSSE

The Community College Faculty Survey of Student Engagement (*CCFSSE*), designed as a companion survey to *CCSSE*, elicits information from faculty about their perceptions regarding students' educational experiences, their teaching practices, and the ways they spend their professional time—both in and out of the classroom.

Forty percent of all *CCFSSE* respondents reported teaching in a part-time capacity, while 60% reported teaching full-time. Below are frequency results for your college's part- and full-time faculty based on their responses to special-focus items on the topic of academic mindset, such as whether they think the students in their selected course sections can learn all of the material being presented and whether they think their students can change their basic intelligence. **2018 *CCFSSE* Academic Mindset item-set respondent data are provided below for colleges that did not participate in the faculty survey.**

Figure 10: Do you think the students in your selected course section can learn all the material being presented?

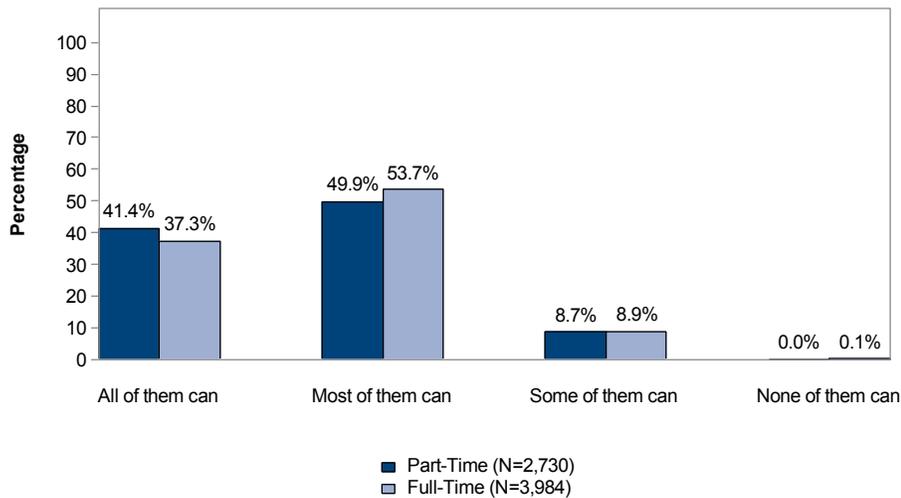
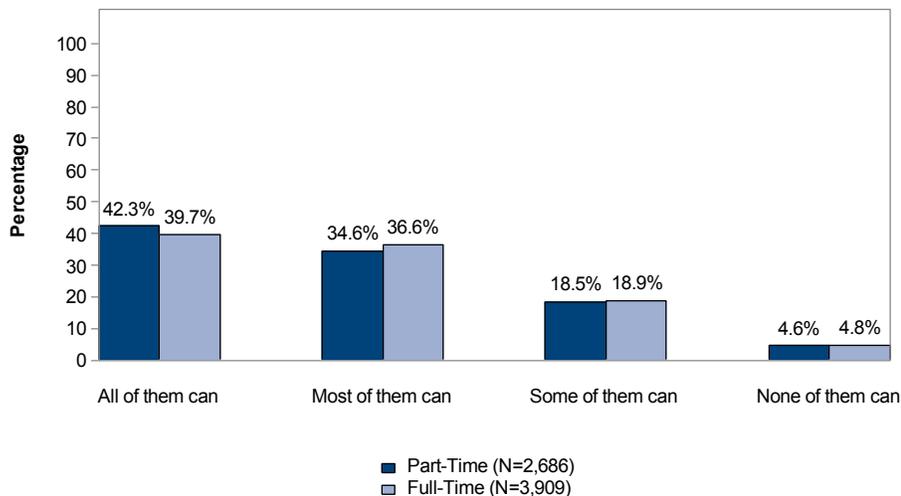


Figure 11: Do you think the students in your selected course section can change their basic intelligence?



TO: Board of Trustees

FROM: Rosie Rimando-Chareunsap   
President, South Seattle College

DATE: November 8, 2018

SUBJECT: **Pastry & Baking Arts Program - INFORMATION ONLY**

On September 17, 2018, I shared with the South Seattle College Community that our Pastry & Baking Arts program is closing. I did not come to this decision lightly, and only after assessing the findings of a thorough program viability review, extensive discussion and analysis with stakeholders, and weighing a variety of factors, including:

- Declining enrollment over the past several years and low student-to-faculty ratio
- Low and declining completion rates
- High costs per FTE

My recommendation for program closure was approved by Seattle Colleges Chancellor Shouan Pan.

Current pastry students and impacted faculty and staff have been notified. Of utmost priority is support for students, faculty and staff impacted by this decision. Please note:

- We have identified a support team who have met with the 17 affected students and will continue to provide wrap-around support including:
  - A dedicated Professional/Technical Program Advisor
  - A dedicated Completion Coach
  - The Director of WorkForce Education
  - The Director of Financial Aid
  - The Dean of Hospitality programs
- The program will provide a “teach out” that will continue until the end of Summer Quarter 2019, when the last of the 17 students are expected to complete.
- Campus administrators, human resources and union representatives are in the process of meeting with program faculty and staff to discuss options and make plans.

As a member of South’s community for 18 years, I witnessed and truly valued the Pastry & Baking Arts program’s contributions to our college history and student success. I appreciate our talented faculty who taught the skills to match our students’ passion, the staff who supported them in that work, and our students and alumni who chose South to pursue those

passions. The program serves as a good example of how we support our community's career interests and industry workforce needs through the programs we offer. Those interests and needs evolve over time, and with the serious challenges facing Pastry & Baking Arts today it is, unfortunately, no longer fiscally responsible to continue running the program.

It is paramount that we be good stewards of student tuition and taxpayer dollars, and I strongly believe this decision, while difficult, is in the college's best interest. South remains committed to offering a comprehensive range of programs that meet demand from students, community, and industry partners. Going forward, we will continue to conduct rigorous annual program viability reviews districtwide to determine demand for programs, to ensure that resources are used effectively, and to inform decision making about the status of current and future programs.

RRC:wn

Pc: Shouan Pan, Chancellor of the Seattle Colleges



**SEATTLE  
COLLEGES**

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OFFICE OF THE CHANCELLOR

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

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Jennifer Howard  
**DATE:** November 8, 2018  
**SUBJECT:** Budget Update

The board has requested a simplified board report that shows the District's budget status. The attached document is provided for your review and discussion. There will be a short presentation at the board meeting to explain the items in each area and the next steps for other financial reporting.

No action is required at this time. This is informational only.

Submitted by:

Jennifer Howard, Int. Vice Chancellor of Administrative Services

Transmitted to the Board with a favorable recommendation.

Dr. Shouan Pan  
Chancellor

**SEPTEMBER BUDGET REPORT 2018**  
**SEATTLE COLLEGES: DISTRICT SUMMARY**

<b>REVENUES</b>	<b>2017/18 Actual</b>	<b>2018/19 Budget</b>	<b>September 30 2018</b>	<b>% of Budget</b>
<b>State Revenues</b>				
State Allocation	\$ (73,282,890)	\$ (72,292,979)	\$ (14,097,567)	20%
State Allocation/Capital	\$ (1,322,600)	\$ (1,322,600)	\$ -	0%
<b>SubTotal</b>	<b>\$ (74,605,490)</b>	<b>\$ (73,615,579)</b>	<b>\$ (14,097,567)</b>	<b>19%</b>
<b>Local Revenues:</b>				
Tuition	\$ (31,461,126)	\$ (31,856,595)	\$ (10,793,995)	34%
Fees	\$ (9,624,274)	\$ (8,182,956)	\$ (3,275,265)	40%
Running Start	\$ (6,637,430)	\$ (7,152,471)	\$ (145)	0%
International-145	\$ (18,808,051)	\$ (16,145,282)	\$ (8,443,201)	52%
Grants & Contracts, INT English	\$ (25,289,775)	\$ (31,181,084)	\$ (4,798,684)	15%
Other	\$ (2,690,480)	\$ (6,128,063)	\$ (543,589)	9%
Contingency Reserves	\$ (2,191,151)	\$ (3,565,463)		0%
<b>SubTotal</b>	<b>\$ (96,702,288)</b>	<b>\$ (104,211,914)</b>	<b>\$ (27,854,879)</b>	<b>27%</b>
<b>Total</b>	<b>\$ (171,307,778)</b>	<b>\$ (177,827,493)</b>	<b>\$ (41,952,446)</b>	<b>24%</b>
<b>EXPENDITURES</b>				
Salaries/Wages	\$ 98,002,614	\$ 107,328,553	\$ 19,561,643	18%
Employee Benefits	\$ 33,562,700	\$ 34,629,801	\$ 7,115,807	21%
Contracted Services	\$ 1,113,558	\$ 2,711,371	\$ (137,897)	-5%
Supplies	\$ 20,257,368	\$ 23,016,667	\$ 4,150,587	18%
Travel	\$ 1,119,910	\$ 1,460,268	\$ 157,711	11%
Equipment	\$ 1,543,806	\$ 2,282,761	\$ 647,986	28%
Grants to Students	\$ 11,591,146	\$ 8,523,838	\$ 1,467,054	17%
Debt Services	\$ 1,835,053	\$ 793,345	\$ -	0%
Other	\$ (458,588)			
Transfers	\$ (303,862)	\$ (6,968,573)	\$ (2,697,274)	39%
<b>Total</b>	<b>\$ 168,263,704</b>	<b>\$ 173,778,031</b>	<b>\$ 30,265,618</b>	<b>17%</b>

**FY 2018 - Estimated Cash Balances - College A**

<b>ASSETS</b>		
<b>CASH</b>		
1110	in Bank	\$ 7,147,130
1120	Undeposited	\$ 111,211
1130	Petty	\$ 25,729
<b>Total</b>		<b>\$ 7,284,070</b>
<b>INVESTMENTS</b>		
1210	Investments	\$ 53,587,120
1316	Interest Receivable	\$ 15,847
1206	LGIP	\$ 28,850,338
<b>Total</b>		<b>\$ 82,453,305</b>
<b>ACCTS RECEIVABLE</b>		
1312	Current	\$ 2,615,675
1318	Unbilled	\$ 594,182
1319	Other	\$ 440,012
1342	allowance for Uncollectible	\$ (549,637)
<b>Total</b>		<b>\$ 3,100,232</b>
<b>INTER/INTRA GOV RECEIVABLES</b>		
1350	Due From OST VPA	\$ 6,422,838
1351	Due from Fed	\$ 2,120,015
1352	Due from other Gov	\$ 4,771,110
1354	Due from other Agency	\$ 2,277,280
<b>Total</b>		<b>\$ 15,591,243</b>
<b>TOTAL ASSETS LISTED ABOVE</b>		<b>\$ 108,428,850</b>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
5111	Accts. Payable	\$ 2,974,138
5117	Constr. Accts. Payable	\$ 249,519
5124	Accrued Salaries Pay	\$ 3,420,106
1353-5153	Due for Bldg. Fee Innov.Fee	\$ 470,086
5154	Due other Agency	\$ 723,275
5158	Sales/Use Tax	\$ -
5199	Accrued Liabilities	\$ 145,367
5192	Deferred Revenue	\$ 10,550,716
<b>Total</b>		<b>\$ 18,533,207</b>
<b>TOTAL LIABILITIES LISTED ABOVE</b>		<b>\$ 18,533,207</b>

<b>Cash Balance</b>			
(ASSETS less LIABILITIES)		\$	<b>89,895,643</b>
<b>Res. for Operational Float (min balances required)</b>		\$	<b>19,029,298</b>
<b>Dedicated Balances</b>			
		\$	-
1355	3.5% - Needy Student Aid	\$	1,738,629
1355	Students S&A	\$	4,929,973
1355	Local Capital	\$	2,598,493
1110	Class Fees	\$	9,049,511
1110	Inventory	\$	98,069
1110	North Seattle Restricted Balance	\$	14,064,102
1110	Seattle Central Restricted Balance	\$	1,013,292
1110	South Seattle Restricted Balance	\$	3,695,274
1110	Seattle District Restricted Balance	\$	2,478,575
<b>Total</b>		\$	<b>39,665,918</b>
<b>Emergency Reserves Policy - (BOT Policies on Reserves)</b>			
1718	expenses for all Funds	\$	<b>190,292,983</b>
		x	10%
<b>Total</b>		\$	<b>19,029,298</b>
<b>Operating Reserves Balance</b>			
<i>Existing Reserve balance less Dedicated Reserves , Emergency Reserves and Op'l Float</i>		\$	<b>12,171,129</b>

	Cash Reserve Account	Accounting Fund	Description	References
	Operational Float	CASH		
1	Class Fees	148		1355 minus RSV Cash
2	3.5% - Needy Student Aid	860		<a href="#">RCW 28B.15.031(1)</a>
3	Students S&A	522		<a href="#">RCW 28B.15.041</a>
4	North Seattle	145	Intl Reserve	1110 1N30
5	North Seattle	570	Infrastructue & Intensive English Reserve	1110 3900,3INF
6	Seattle Central	145	Master Plan Reserve	1110 2KMP
7	Example 7	448		
8	Example 8	460		
9	Example 9	522		
10	Example 10	524		
11	Example 11	846		
12	Example 12	846		
13	Example 13	522		
14	Example 14	147		
15	Example 15	147		
16	Example 16	147		
17	Example 17	147		
18	Example 18	Reserve Policies		<a href="#">College Policy Link</a>

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Shouan Pan, Chancellor  
**DATE:** November 8, 2018  
**SUBJECT:** Report to the Board of Trustees

**I. Organizational Excellence****Chancellor Advisory Council Meeting Well attended**

The first Chancellor’s Advisory Council for the 2018-2019 Academic Year was held on the morning of Oct. 31. Chancellor Pan introduced Trustee Williams to members of the Advisory Council and welcomed several new members invited to the group. In addition to college updates provided by the college presidents, chancellor Pan updated the major initiatives undertaken across the college in the 2018-2019 Academic year, including Seattle Promise, Seattle Pathways, Regional Pay, and our focus on Diversity, Inclusion, and Equity.

**Seattle Colleges Foundation Update: Merger Readiness and Merger Timeline****Merger Readiness**

Overall, we have made tremendous progress in a very short amount of time. Seattle Colleges Foundation board directors continue to devote countless hours making sure we leverage existing strengths while building a foundation that is positioned for sustainable growth. Most of the work has been committee based, and precursor foundation board directors continue to move through this process with a high degree of integrity, respect, and a healthy dash of humor. Highlights for priority activity areas appear below:

- **Hiring:** We have hired three consultants and 12/14 staff; the two remaining positions are the Vice Chancellor for Advancement and the Annual Fund Manager. The Vice Chancellor position utilized an executive search which presented eight candidates for review, to date; four of which were selected for interviews on November 14th. We expect three more candidates for consideration that same day, some of whom may be invited to interview. The final round of interviews will be conducted early December, and we expect salary negotiations to conclude December 21st. The Annual Fund Manager will post by November 16th. Related policies that have been approved include the Conflict of Interest Policy, Gift Acceptance Policy, and Whistleblower Policy. The Board will consider two more drafts this month: Relationship Management Policy and Document Retention and Destruction Policy.

- **Establishing System Infrastructure:** We filed the application for the new foundation's tax exempt status (still awaiting confirmation) and Form 1023 incorporation related documents, which includes the Articles of Incorporation and Bylaws, and we signed the MOU with Seattle Colleges. Completed financial system items include the selection of fund accounting software, the approval of a Financial Policy Manual, Investment Policy, Spending Policy, 2018-19 Projected Budget, and a 3 year Projected Budget. The Board will consider two more drafts this month: Administrative Fee Policy and the draft RFP to hire an investment advisor. The launch of the software system has been delayed a few weeks due to IT related issues (please know that our IT department has been working very hard to make this happen), but staff training, coding and reporting system design, and coordination with precursor foundation bookkeepers is on course. We expect the software launch within 10 days, and the hire of an investment advisor to occur by February 1st. Additional infrastructure includes the approval of a one- year Advancement Operational Plan that also serves as the Seattle Colleges Foundation Strategic Plan. Phone, visit, and email donor communications are underway, and a donor letter will go out December 1st. Board recruitment is the top priority, and a work group has already identified a strategy, coordinated with key constituents, and will have assembled the initial prospect list in 10 days.
- **Due Diligence Work:** The Seattle Colleges Foundation is conducting two types of due diligence prior to merger completion— a review of all funds with donor restrictions so that we honor donor intent and a statement of financial position as of June 30, 2018 (a compilation, in lieu of an audit.) Both items are scheduled for completion by November 27th.

## **II. Partnerships**

### **Chancellor Pan Attends SPS Superintendent Listening Learning Tour**

On Monday, Oct. 15, Chancellor Pan attended the last Listening and Learning Tour held by SPS new Superintendent Denise Juneau at Roosevelt High School. She embarked on a comprehensive tour to learn the district strengths, challenges, and opportunities. Dr. Pan participated in the discussion and provided input as Superintendent Juneau undertakes the task of revising SPS' strategic plan for the future.

### **Interim Vice Chancellor attends the Fall League of Innovation Board Meeting**

Interim VC Buttleman attended the 2018 Fall League of Innovation Board meeting hosted by Valencia Community College in Orlando, Florida. The League is focusing on finalizing its new-three-year strategic plan and the celebration of the League's 50<sup>th</sup> Anniversary during the 2019 League for Innovation Conference. Seattle Colleges is scheduled to host the spring League Board meeting in 2020.

**Chancellor Pan and President Edwards Lange Attended the Goodwill Glitter Gala**

Both Drs. Edwards Lange and Pan attended Goodwill's annual Glitter Gala on the evening of Oct. 20. The Seattle/King County Goodwill is a long-term partner of Seattle Central College. Drs. Edwards Lange and Pan were in attendance to support Goodwill's efforts to raise scholarships for Goodwill students, some of whom transfer to Seattle Central College and other Seattle Colleges.

**Trustees Batayola and Peralta, Chancellor Pan, and Sr. Executive Assistant Hansen Attended the 2018 ACCT Leadership Congress**

The 2018 Annual ACCT Trustee Leadership Congress was held in New York Oct. 24-27. Trustee Batayola and Peralta and Chancellor Pan attended the Congress. Many of the Congress Sessions addressed several initiatives that are directly relevant to Seattle colleges, including Guided Pathways, promise programs, parity in student achievement, and student retention. Sr. Executive Assistant Hansen attended a program track specifically created for executive assistants who support boards of trustees.

**Chancellor Pan attended the HERDI**

Chancellor serves on the Advisory Board for the Higher Education Research and Development Institute (HERDI). The Institute seeks to improve the technology product and consult services for communications colleges by facilitating frank and critical dialogs between community college leaders and business community. Dr. Pan attended the Fall HERDI Conference that was attached to the ACCT Leadership Congress Oct. 21-23.

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** North Seattle College President Dr. Warren Brown  
**DATE:** October 25, 2018  
**SUBJECT:** Report to the Board of Trustees

**I. Student Success**

- **President's Leadership Meeting on Political Discourse and Free Speech**

On Nov. 1, President Warren Brown hosted his first President's Leadership Meeting of the 2018-19 academic year. President Brown started the quarterly meetings when he joined North in 2014 as a way to provide professional development for college employees. This quarter's session focused on civil political discourse and the types of speech protected under the First Amendment. Derek Edwards, of the Assistant Attorney General's Office, shared information that will help students and employees as they navigate discourse and dialogue that differs from their own beliefs. A panel was also convened of faculty, student services, security, and equity, diversity and inclusion representatives.

**II. External Affairs**

- **NSC partners with U-District Food Bank**

North's Student Leadership has partnered with the University District Food Bank to administer the North Star Community Food Pantry weekly to the NSC community. The food bank will provide fresh produce, dry goods and other grab and go items.

- **Northgate Pedestrian Bridge Update**

North continues its work with the Seattle Department of Transportation to assist in the Northgate Pedestrian Bridge project. With North's permission, SDOT has posted signs on campus that highlight the project and include information for how the public can share feedback on the Master Use Permit.

**III. Pride Points**

- **NSC EDI Open Community Forum Series**

North's Office of Equity, Diversity and Inclusion hosted its first monthly Open Community Form Series. The goal of the open forum series is to provide opportunities for the campus to engage in ongoing dialogue surrounding critical issues on campus, in the local community and across the nation.

- **North Interim Dean for Workforce Instruction selected to present at WA Workforce Conference**

Aaron Korngiebel, Interim Dean for Workforce Instruction Division, was selected to present "Two Great Colleges that Work Great Together: Two Colleges, One Degree – A First in Washington," on the shared Mechatronics AAS degree with Shoreline Community College at the 2018 Washington Workforce Conference on Nov. 6-7. The Mechatronics AAS degree provides applied training and answers an industry demand for skilled technicians.

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Rosie Rimando-Chareunsap, President  
**DATE:** Nov. 8, 2018  
**SUBJECT:** Report to the Board of Trustees

### I. **Student Success**

- Students and Registration staff now have the ability to add a preferred name (in addition to their official name) to a student record for use in the classroom and in Canvas. This will allow staff and faculty to refer to students by their preferred name on first reference, improving their experience at the college.

### II. **Institutional Excellence**

- On October 1, South's Outreach staff began calling prospective students who submitted an application within 24 hours of submission to make a human connection and help increase enrollments. This practice has been in place at North Seattle College, and they have seen an increase in apply-to-enroll conversions as a result. The plan is to scale this campaign to contact every applying student by January, 2019.

### III. **Financial Health**

- South received a five year, \$2.1 million Title III Grant from the U.S. Dept. of Education to further the college's work in implementing a Guided Pathways/Seattle Pathways redesign to increase student success. The grant will build upon South's history of funding and accomplishments toward improving the student experience and reduce equity gaps.

### IV. **External Affairs**

- South hosted former Gov. Gary Locke, Gov. Jay Inslee and the Washington State Complete Count Committee on October 8 as the statewide group met to plan for 2020 Census outreach. President Rosie Rimando-Chareunsap introduced Inslee and thanked the group for their work.
- South hosted two 34<sup>th</sup> District State Senate Candidate Forums in October, one in collaboration with Delridge Neighborhoods District Council (Oct. 17) and the other put on by South's USA student government (Oct. 29).

### V. **Pride Points**

- During the week of Oct. 1-5, three Aviation Maintenance Technology students and AMT Instructor Selena MacFadden traveled to College of Naka Nippon Aviation in Gifu, Japan for an industry competition with a global array of students. South's team placed third overall, with a first place finish in safety wiring.



## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Sheila Edwards Lange, Ph.D., President  
**DATE:** October 25, 2018  
**SUBJECT:** Seattle Central College monthly report

### STUDENT SUCCESS

#### **Seattle Central scholars recognized at ceremony**

At the Scholarship Awards Ceremony last month, the Seattle Central College Foundation celebrated nearly 500 students who will receive \$800,000 in scholarships this academic year. More than 300 scholarships were awarded through the annual scholarship application. Over 200 more students will also receive need-based awards through Central's Commitment or Completion scholarship during the academic year.

### FINANCIAL HEALTH

#### **PACT program earns grant**

Seattle Central's Pre-Apprenticeship Construction Training (PACT) program recently received a \$150,000 grant from Sound Transit to start new evening and weekend classes this Winter Quarter. This grant aims to enroll people of color, women, re-entry students and those who may be juggling work, family and other obligations that prevent them from attending classes during the day.

### EXTERNAL AFFAIRS

#### **College partners with Facebook to make digital skills training accessible**

As a part of their pledge to train one million people and small businesses across the U.S. in digital skills by 2020, the college is partnering with Facebook to offer new curriculum in digital marketing. This new partnership aims to make skills in social media marketing and digital media strategy more accessible, and to equip graduates to participate in the digital workforce. By the end of the year, Facebook plans to establish partnerships with 20 community colleges to offer digital marketing training. Central has been announced as the 11th college partner to date and is the only one in Washington State.

#### **Local consulting firm partners to launch mentorship program**

Seattle Central is partnering with Seattle-based consulting firm, Point B to launch a campus-wide mentorship program. Point B will dedicate staff and expertise to research best practices for mentorship programs, as well as conduct focus groups with students and prospective mentors. As part of the partnership, Point B will also create training materials to prepare mentors to work with the college's unique population.

#### **Cosmetology items donated to community**

Last month, Seattle Central donated excess beauty products and equipment from the cosmetology school closure. Jubilee Women's Center, a local women's shelter, received products such as hair straighteners, curling irons, shampoo and nail polish. Hair dryer domes, liquid bottle containers and hair curlers were donated to the Washington Beauty School.

NSC Student Leadership and Multicultural Programs has the following to report:

- Student leaders at North completed two weeks of intensive training prior to the beginning of fall quarter. All seven boards are now meeting regularly. Board leaders report high levels of cohesion within their teams. In addition to regular duties, student leaders have begun serving on tenure committees, hiring committees, and various task forces related to such issues as the library building redesign. Our office welcomed Mikaila Harris to the team as advisor to Communications, Events, and Research and Advocacy Boards, and Kevin Terrado will join us as the Sustainability Board advisor beginning in November.
- This year, Student Leadership will focus on building partnerships with North's Gender Equity and Multicultural Center. We hope that by providing greater logistical support and a ready roster of volunteers, Student Leadership can help elevate the voices these programs represent on campus.
- As part of an ongoing partnership with the University District Food Bank, North has launched a weekly food pantry on campus. Fifty people attended the soft opening, which was held on Wednesday, September 26th. The official opening was held the following Wednesday to coincide with Fallfest. At the opening, and each subsequent week, the food pantry has served between ninety and a hundred people. It is open to students, faculty, staff, and community members, and does not require registration. This is a significant step forward in addressing the issues of food and housing insecurity that affect our community.

#### Student Events

- **Free Textbook Exchange (9/25):** The Research & Advocacy Board runs a free textbook exchange at the beginning of each quarter. Members strategized to increase donations, and will work with professors and the library to make copies of the textbooks more accessible to all students.
- **Fallfest (10/3):** Students were welcomed to campus and given the chance to learn about clubs, resources, and various departments on campus. Events and Communications Boards collaborated to plan and promote Fallfest, while members of other boards helped to promote the food pantry opening.
- **EcoChallenge (month of October):** Under the leadership of the Sustainability Board, a team of nineteen students saved over four hundred gallons of water and nearly forty pounds of carbon over the course of a month.
- **All Student Leadership Meeting (10/19):** Over thirty members of Student Leadership met with Director of Campus Security Jeff Young and Knight Sor and Bruce Miyake from the Department of Justice to discuss issues of safety, hate crimes, and hate speech.

- **Club Caucus** (10/26): Members of the Club Council Board will meet with representatives from over a dozen clubs. Representatives will be trained in strategies for club leadership, requesting funds, hosting and promoting events, and building membership.
- **Queer I Am Conference** (10/26 - 10/27): A group of twenty students will travel to Olympia to attend a conference on queer identities, navigating college, networking, and self-care.
- **Halloween Party** (10/30): Events Board is collaborating with International Programs to provide free pumpkin carving, food, games, music, a costume contest, and other fun seasonal offerings.

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Jeffrey Campbell  
President, United Student Association  
**DATE:** November 8<sup>th</sup>, 2018  
**SUBJECT:** United Student Association (USA) REPORT – INFORMATION ONLY

**Governor Jay Inslee Visits USA - October 8**

Governor Jay Inslee spontaneously stopped by our Meet and Greet meeting on Monday, October 8<sup>th</sup>, after speaking at the Washington State Complete Count inaugural meeting on campus. The Governor introduced himself, discussed the upcoming 2020 US Census, thanked us for the voter registration drive, and also listened to our student issues and concerns. The USA Officers took a picture with the governor before he had to depart.



**KNKX Student Interview about Voter Registration**

Paula Wissel of KNKX Radio Station visited South Seattle campus to interview a student, Tristan Agosa, about becoming a newly registered voter as part of our voter registration drive. USA members will follow up to get a copy of the interview to encourage more students to be civically engaged.

### **West Seattle Transportation Coalition Meeting September 27**

Jay Choe, USA Issues & Concerns Officer, attended the West Seattle Transportation Coalition meeting with Interim Vice President of Student Services Joyce Allen on September 27<sup>th</sup>, 2018 at the Highpoint Neighborhood House - and gathered more information about the January closure of SR 99 Highway for three weeks. USA officers, Jeffrey Campbell and Jay Choe, are working with Joyce Allen and College Council to discuss how to get this information out to our students before January, and how we can get a South Seattle College representative to be present at every upcoming ST3 meeting that is being had with West Seattle stakeholders, business owners, and community representatives.

### **Governor's Voter Registration Challenge September 28-Oct 8**

For the past two weeks, USA members have tabled around campus to promote voter registration and have also conducted class visits to give more information about how to register and why it is important to vote. Members have also posted fliers and collaborated with teachers such as Larry Cushnie, a political science instructor, to further promote voter registration and encourage students to vote. USA members registered 80 new student voters, not including the online registrations, by the October 8<sup>th</sup> deadline. Thank you to King Nguyen, USA Legislative Liaison, for coordinating the campus drive. In late October, we will also be hosting a College Civics event, in collaboration with the American Federation of Teachers, to educate students about the up-coming general election.

### **Public Information Office & USA**

Mac Witt from the Public Information Office (PIO) came to the October 8<sup>th</sup> USA meeting to discuss what resources they offer. USA members will be following up to discuss how PIO can help with promoting and marketing upcoming events and projects in conjunction with USA.

### **Issues and Concerns Survey Results**

Our Issues and Concerns Officer, Jay Choe, has completed a survey of 120 students on Sept 26, during Welcome Week, that shows the opinions of students on transportation and cafeteria issues. Here are the results:

- Over 90% of the students surveyed agreed that we need flashing crosswalk lights on 16<sup>th</sup> Avenue SW to make it safer.
- Over 90% agreed that the college needs to be served by more Metro buses
- 85% agreed that more buses are needed on the weekends
- Nearly 80% of students said that the Cafeteria did not meet their dietary needs and restrictions.
- 90% of students said they were not satisfied with the price of food in the cafeteria.

We will discuss the results further with administration.

**Sustainability Volunteer Group**

USA Sustainability Officer, Linh Vo, has created a Sustainability Volunteer Group and is currently in the process of recruiting students through social media promotion and outreach. So far, there are 13 students signed up to volunteer on a variety of programs such as reducing plastic bottle use on campus, Trash Talk, Zero Waste, Fresh Fest, Earth Day and attending the Sustainability Conference at UW this winter.

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Associated Student Council - SCC  
**DATE:** October 25, 2018  
**SUBJECT:** Report to the Board of Trustees

**I. Student Success**

- Our cultural committee is encouraging international and local student to engage in conversation through a program called *Conversation Partner* and bringing students closer together.
- We're working on getting healthier vending machines around the campus. Vending Machines with healthy snacks.
- We participated in the Governor's Voter Registration Challenge and successfully registered over 200 students as well as address updates for about 50 students.
- In our weekly Cosi Presentations we brought in more than 10 speakers including Nikkita Oliver and Wákinyan Waánatan to talk about social issues and trending topics. This has been very useful and informative for students.

**II. Institutional Excellence**

- A shout out to the Director of Student Leadership Dr. Alvin Logan. He started many initiatives including Felas Friday for students and Development Space for student leaders. He's been a role model for student government body and we are lucky to have him.

**III. Financial Health**

- We are excited about the unity of our foundations and hope for a better and easier application process for qualifying students.

**IV. External Affairs**

- We've discussed with the building plans of SCC for the next 30 years with the Vice President of Administrative Services Bruce Riverland and we loved the initiative.
- We're forming a focus group to advice the City of Seattle about Capitol Hill development plans and give recommendation.