



SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

June 13, 2019

STUDY SESSION

1:30 p.m.

North Star Dining Room

North Seattle College
9600 College Way North
Seattle, WA 98103

REGULAR SESSION

3:00 p.m.

North Star Dining Room

North Seattle College
9600 College Way North
Seattle, WA 98103

STUDY SESSION AGENDA

1:30 p.m.

EXECUTIVE SESSION

- A. Litigation Update
- B. Chancellor's Contract
- C. Implementation of Regional Pay
- D. Tenure Review: Abigail Wachter

1:50 p.m.

OPEN SESSION

- A. Commencement, June 14, T-Mobile Field
- B. King County Promise update, Steve Leahy
- C. Retreat debrief

REGULAR MEETING AGENDA

3:00 p.m.	REGULAR SESSION	
3:00 p.m.	CALL TO ORDER	
3:00 p.m.	ACTION / Approval of Agenda	Tab 1
3:05 p.m.	RECOGNITION Thank you to Student Board Representatives: Jeffrey Campbell, South Seattle College Elijah Garrard, North Seattle College Omar Osman, Seattle Central College	
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 Addressing the Equity Gap through Transparency for Gender-Diverse Students <i>Elijah Garrard, Student, North Seattle College</i>	
3:40 p.m.	ACTION ITEMS	
	A. Minutes from April 11, 2019	Tab 2
	B. Minutes from May 9, 2019	Tab 3
	C. Minutes from May 28, 2019	Tab 4
	D. Recommendation for Tenure: Abigail Wachter	Tab 5
	E. Preliminary Seattle Colleges Budget for FY19-20	Tab 6
	F. Tuition and Fees for 2019-20	Tab 7
	G. Lifelong Learning Awards	Tab 8
	H. USA Constitution Amendment	Tab 9
	I. Nomination of Board Chair and Vice Chair for 2019-20	Tab 10

4:15 p.m. INFORMATION ITEMS

- J. Budget Report, through April 2019 **Tab 11**
- K. WAC 132F-126 Required Emergency Medical Leaves of Absence –
First Reading **Tab 12**
- L. Board of Trustees Schedule for 2019-20 - First Reading **Tab 13**

4:30 p.m. ORAL REPORTS **Written Reports-Tab 14**

- A. Student Representatives
 - 1. Jeffrey Campbell, South Seattle College
 - 2. Elijah Garrard, North Seattle College
 - 3. Omar Osman, Seattle Central College
- B. Chancellor's Report
- C. Chair's Report
- D. Trustees
- E. Labor Union Representatives
 - 1. Ms. Annette Stofer, AFT Seattle Community Colleges
 - 2. Mr. Matthew Davenhall, WFSE
 - 3. Ms. Alison McCormick, AFT-SPS
- F. 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 Buttleman, Interim Vice Chancellor of Academic and Student Success
 - 5. Ms. Jennifer Howard, Interim Vice Chancellor of Administrative Services
 - 6. Dr. Cindy Riche, Chief Information Officer
 - 7. Ms. Kerry Howell, Vice Chancellor for Advancement

5:00 p.m. ADJOURNMENT

The next meeting of the Board of Trustees will be held on Thursday, July 11, 2019 at Seattle Central College, 1701 Broadway Ave, 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 SESSIONS

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

April 11, 2019

STUDY SESSION

1:30 p.m.

President's Boardroom

South Seattle College
6000 16th Ave SW
Seattle, WA 98106

REGULAR SESSION

3:00 p.m.

President's Boardroom

South Seattle College
6000 16th Ave SW
Seattle, WA 98106

STUDY SESSION

EXECUTIVE SESSION – 10 minutes

A. 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;

OPEN SESSION

A. South Seattle College Accreditation preparation, April 24-26

Dr. Rimando-Chareunsap introduced Dr. Tana Hasart and they led an exercise to prepare board members for South's accreditation visit. The meeting with the Board of Trustees and the Accreditation Team is scheduled for April 24 from 9:00-10:00am. Trustees Hill and Peralta have confirmed that they are able to attend.

B. South Seattle College Strategic Plan poster and brochure

Earnest Phillips presented a poster and brochure featuring South Seattle College's core themes and the district mission, vision and values. North, Central and District have similar materials.

C. Retreat planning

Potential dates are May 28 and June 4. Seattle Foundation boardroom.
Work on next steps for aligning budgeting with our strategies.

Budget, unfunded employee raises.

Processes for hiring people, chancellor filling key leadership positions, interim administrators, principles for decision-making on permanent appointments.

What training /education do trustees need to do their work better.

Send trustees information on Implicit Bias training.

D. May 23-24 ACT Spring conference in Walla Walla, May 23-24
Rosa Peralta and Louise Chernin are attending. Robert Williams will also attend.

REGULAR MEETING MINUTES

CALL TO ORDER

Chair Chernin called the meeting to order at 3:01p.m.

ATTENDANCE

Ms. Louise Chernin, Mr. Steve Hill, Mr. Robert Williams, Mr. Peter Lortz, Dr. Sheila Edwards Lange, Dr. Rose Rimando-Chareunsap, Dr. Kurt Buttleman, Ms. Jennifer Howard, Dr. Cindy Riche, Ms. Maureen Shadair, Mr. Derek Edwards, Ms. Sandy Long, Ms. Annette Stofer, Mr. Cody Hyatt, Mr. Jeffrey Campbell, Rebecca Hansen

Guests: Sebastian Myrick, Fernanda Jardim, Elizabeth Pluhta, Paige Talbot, Liz Murata, Corinne Soltis

ACTION / Approval of Agenda

Trustee Williams made a motion to approve the agenda. Trustee Hill seconded. The motion carried 3-0.

PUBLIC COMMENTS

Sebastian Myrick from South Seattle College addressed the board regarding the proposed changes to the severance policy. He informed the board that represented employees who report to him will receive more severance than he does. He read a letter to the board from exempt employees urging the board to reject the proposed changes to the severance policy.

RECOGNITION

All WA Academic Team

Seattle Central College: Devon Hall, Hongyuan Zhou

North Seattle College: Veronica Carpenter, Fernanda Jardim De Souza

South Seattle College: Jeffrey Campbell, Virginia Burton

President Rimando-Chareunsap introduced the students from South Seattle College. Vice President of Instruction, Peter Lortz, introduced the students from North Seattle College. Sheila Edwards Lange gave introductions of the team members from Central. All of the students are top academic achievers and active in community service.

PRESENTATION

English Directed Self Placement (DSP)

Presenters: Rosie Rimando-Chareunsap, President; Liz Murata, Interim Vice President of Instruction; Paige Talbot, Academic Full-time Faculty; Stephanie Hankinson, Academic Full-time Faculty

The team presented about Directed Self Placement (DSP), a more equitable model for placing students in English classes. Instead of taking a placement test, students walk through a tool to help them place themselves in the appropriate level of English course. This helps with retention and avoids longer sequences of classes. The team presented data from Whatcomb CC and gave a demo of the tool.

ACTION ITEMS

- A. Minutes from March 14, 2019

Trustee Williams made a motion to approve the minutes. Trustee Hill seconded. The motion carried 3-0.

- B. Policy 471, Severance – Second Reading

Jennifer Howard gave a summary of the changes to the policy from the first reading. **Trustee Hill made a motion to approve the policy. Trustee Williams seconded. The motion carried 3-0.**

- C. Temporary High School Requirement Waiver

Kurt Buttleman gave a summary of the reasons for granting the waiver. **Trustee Williams made a motion to approve the temporary high school requirement waiver. Trustee Hill seconded. The motion carried 3-0.**

INFORMATION ITEMS

- A. Budget Report, through February 2019

Jennifer Howard presented a budget report that was broken down by college and the district office. Trustees liked the format and requested summaries of key variances in future reports.

- B. Winter Enrollment Report

Kurt Buttleman presented an enrollment report with final numbers from winter quarter.

- C. Faculty Professional Leave 2019-2020

Sheila Edwards Lange outlined the recommendation of the Professional Leave Committee and Chancellor. Two faculty have been awarded leave for 2019-20.

ORAL REPORTS

- A. Student Representatives

Jeffrey Campbell, South Seattle College, reported on the work of the Clean Air Task Force. The student survey closes tomorrow and a campus-wide forum is planned for late April. He also reported on a new Canvas tool for students and a bathroom communication initiative. Student leaders are also looking into grant funding for crosswalk safety improvements through Your Voice, Your Choice. There is a legislative forum being held on campus on May 20.

B. Chancellor's Report

Steve Leahy gave a legislative report. Sheila Edwards Lange gave an update on the transfer of SVI.

C. Labor Union Representatives

Ms. Annette Stofer, AFT Seattle Community Colleges, updated the trustees on planning for the statewide walkout on April 16.

Ms. Sandy Long, WFSE, gave a brief statement of support for the AFT walkout.

Mr. Cody Hyatt, AFT-SPS, spoke about the severance policy and the practice of using nonrenewal as a way of termination without cause.

D. College Presidents, Vice Chancellors

Dr. Sheila Edwards Lange, Seattle Central College, reported on an incident at Central of hateful graffiti on campus.

Dr. Rosie Rimando-Chareunsap, South Seattle College, reported that South has received a College SPARK grant for developmental math redesign work. She also announced that NISOD and Diverse Magazine have recognized South Seattle College as one of the most promising places to work in community colleges.

Mr. Peter Lortz, North Seattle College, reported on the mid-cycle accreditation visit.

ADJOURNMENT

The meeting adjourned at 4:57pm.

The next meeting of the Board of Trustees will be held on Thursday, May 9, 2019 at Seattle Central College, 1701 Broadway Ave, Seattle 98102. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSIONS

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

APPROVED BY:

Louise Chernin, Chair

Date



SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

May 9, 2019

STUDY SESSION

Seattle Central College
1701 Broadway Ave
Seattle, WA 98122

2:30 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

EXECUTIVE SESSION (10 minutes)

A. Personnel update

(1) To receive and evaluate complaints against a public officer or employee

OPEN SESSION

A. Landed, support for home ownership

Chancellor Pan told the trustees about a down payment assistance program that will be offered to employees through Landed.

B. Board Retreat, May 28, 1:00-6:00pm at Goodwill

Chancellor Pan asked for input on the development of the retreat agenda.

C. League for Innovation Art & Literary Awards reception, May 29 at North Seattle College
Trustees Hill and Williams plan to attend.

D. Commencement, June 14, T-Mobile Field

The reception begins at 2:30 and the ceremony begins at 5:00.

REGULAR MEETING MINUTES

CALL TO ORDER

Chair Chernin called the meeting to order at 3:01pm.

ATTENDANCE: Teresita Batayola, Louise Chernin, Rosa Peralta, Shouan Pan, Warren Brown, Sheila Edwards Lange, Rosie Rimando-Chareunsap, Kurt Buttleman, Jennifer Howard, Cindy Riche, Kerri Howell, Maureen Shadair, Derek Edwards, Annette Stofer, Jeffrey Campbell, Elijah Gerrard, Omar Osman, Rebecca Hansen

Guests: Betsy Hasegawa, Ben Tehamba, Jesse Wineberry, Victor Kuo, Janet Hu

PUBLIC COMMENTS

A member of NABVETS addressed the board.

ACTION / Approval of Agenda

Trustee Peralta made a motion to approve the agenda. Trustee Batayola seconded. The motion carried 3-0.

ACTION ITEM: S&A Budgets

Students from each college presented their proposed S&A budgets and answered questions from trustees. **Trustee Batayola made a motion to approve the S&A budgets. Trustee Peralta seconded. The motion carried 3-0.**

INTRODUCTIONS

Sayumi Irey, the new Vice President of Instruction at South and Kerri Howell, the new Vice Chancellor for Advancement were introduced to the board.

PRESENTATION

EDGE training: Education + DesiGn = Excellence

Presenter: Kevin Bowersox-johnson, Director of eLearning at SCC

ACTION ITEMS

A. Minutes from April 11, 2019

Trustee Peralta made a motion to approve the minutes. The motion was revoked. The minutes will be reviewed for approval at the next meeting.

B. Budget Framework for 2019-20

Chancellor Pan presented a framework for making budget allocations for 2019-20. The fiscal subcommittee has reviewed this framework. **Trustee Peralta made a motion to approve the budget framework. Trustee Batayola seconded. Trustees discussed the proposed framework and asked that Seattle Promise be added to the framework. The motion to approve the framework as amended carried 3-0.**

INFORMATION ITEMS

A. Budget Report, through March 2019

Jennifer Howard presented the monthly budget report.

B. Goal 2: Diversity, Equity, Inclusion and Community

President Rimando-Chareunsap and the AVPs for EDI presented a report on progress toward our metrics for Goal 2.

ORAL REPORTS

A. Student Representatives

Jeffrey Campbell, South Seattle College, reported that the Clean Air Task Force has recommended that the campus go smoke free. He also gave an update on the Student Wellness Center project.

Elijah Garrard, North Seattle College, shared that the Equity and Welcome Center opened on April 29 and that hiring for 2019-20 is underway.

Omar Osman, Seattle Central College, reported on the student disability center. He also reported that student leadership is looking into the possibility of hiring a designer to combine the student leadership center and the MAC.

B. Chancellor's Report

Chancellor Pan highlighted some early data on advisor and student use of Starfish and announced that the Seattle Promise Partnership Agreement with City of Seattle has been signed.

C. Labor Union Representatives

Ms. Annette Stofer, AFT Seattle Community Colleges, thanked the board and administrators for their support for regional pay. She announced that will continue to serve as AFT president for the next two years.

D. College Presidents, Vice Chancellors

Dr. Sheila Edwards Lange, Seattle Central College, is continuing to manage the transfer of SVI.

Dr. Warren Brown, North Seattle College, invited Andrea Johnson to give an update on the pedestrian bridge project and the student housing project.

Dr. Rosie Rimando-Chareunsap, South Seattle College, reported on their recent accreditation visit. She shared positive feedback from the visiting team.

ADJOURNMENT

The meeting adjourned at 4:54pm.

The next meeting of the Board of Trustees will be held on Thursday, June 13, 2019 at North Seattle College, 9600 College Way North, Seattle 98103. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSIONS

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SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

May 28, 2019

SPECIAL MEETING

1:00 p.m.

3rd Floor Conference Room

Goodwill Training & Education Center
700 Dearborn Place South
Seattle, WA 98144

MINUTES

CALL TO ORDER

The meeting was called to order at 1:13 p.m.

ATTENDANCE

Shouan Pan, Louise Chernin, Steve Hill, Teresita Batayola, Rosa Peralta, Robert Hill, Rebecca Hansen, Jennifer Howard, Kurt Buttleman, Warren Brown, Cindy Riche, Andrea Insley, Victory Kuo, Melody McMillan, Kerry Howell, Rosie Rimando-Chareunsap, Malcolm Grothe, Earnest Phillips, Sheila Edwards Lange, Steve Leahy

PUBLIC COMMENTS

There were no public comments

BOARD RETREAT

The board discussed the following topics:

- a. Board Business: chancellor's evaluation and succession of officers
- b. Issues and Trends that Impact Seattle Colleges
- c. Seattle Colleges Strategic Plan
- d. Accomplishments and next phase of ASI

ADJOURNMENT

The meeting adjourned at 5:46 p.m.

The next meeting of the Board of Trustees will be held on Thursday, June 13, 2019 at North Seattle College, 9600 College Way North, Seattle 98103. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan
Chancellor

DATE: June 13, 2019

SUBJECT: Recommended Approval of Tenure

Background

You have received a tenure summary for review and consideration for Abigail Wachter, who has been found to be qualified in her field as an instructor, and has been recommended for tenure in her discipline by her college tenure review committee, vice president for instruction, and president. I concur with these recommendations.

South Seattle College
Abigail Wachter, Math

Recommended Action

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

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


Dr. Shouan Pan
Chancellor



Central • North • South • SVI

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

MEMORANDUM

TO: Board of Trustees

FROM: Jennifer Howard

DATE: June 13, 2019

SUBJECT: 2019/2020 budget

SUMMARY

The budget for fiscal year beginning July 1, 2019 and continuing through June 30, 2020 (FY20) is presented to the board for review. The state allocation for FY20 totals \$80,941,932, which is an increase of \$8,249,203 from FY19. Much of the increase supports the 3% COLA and 5% regional pay increases, that are nearly fully funded for the first time in many years. (Please note this does not fund salary increases for non-state funded positions.)

The budget utilizes a new distribution model, which allocated state funding more directly to the colleges. Including base, earmarks and provisos, each college receives:

CENTRAL: \$30,029,387

NORTH: \$21,944,716

SOUTH: \$23,981,494

- There is \$4,986,344 in worker retraining funding, which is redistributed to the colleges immediately.
- Colleges budget their local funds, including tuition, Running Start, International and Intensive English Language.
- This includes the proposed tuition increase of 2.4%, and an increase to class lab fees of 3%. Tuition and fee increases are a separate approval during this meeting.

Overall, the total budgeted revenue for Seattle Colleges District is: \$155,368,388

The total budgeted expenditures are: \$155,368,388

It is the recommendation of the administration for the Board of Trustees to approve the proposed budget as presented.

Submitted by:

Jennifer Howard, Int. Vice Chancellor of Administrative Services

Transmitted to the Board with a favorable recommendation.

Dr. Shouan Pan
Chancellor

Fiscal year 2019/2020 Budget Presentation

June 2019

Presentation Agenda

- I. State allocation
- II. Local distribution
- III. Budgets and uses of resources to accomplish strategic plan goals
 - A. Seattle Central College
 - B. North Seattle College
 - C. South Seattle College
 - D. Seattle District
- IV. Student costs
 - A. Fee increases
 - B. Tuition increases
- V. Summary of overall budget
- VI. Request for approval of FY20 budget

State funding methodology

$$\text{base} + (\text{earmarks} + \text{provisos}) = \text{allocation}$$

BASE AMOUNTS

- Student Achievement Initiative points
- DEAB (Enrollments- based on target)
- Weighted enrollments (1.3* actual FTE)
- Minimum operating allowance (\$2.8)

EARMARKS AND PROVISO

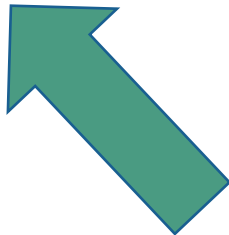
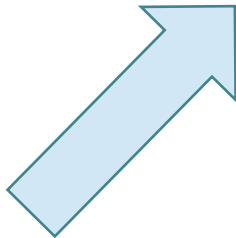
- Opportunity Center
- Labor Center
- Allied Health programs
- Disabled students
- Students of color
- Aerospace (1000 FTE)
- Guided Pathways

State Allocation

	LAST YEAR (FY19)	TOTALS	CENTRAL	NORTH	SOUTH	DIFFERENCE
Minimum operation allowance (MOA)	\$7,227,400	\$7,227,400	\$2,254,850	\$2,519,350	\$2,453,200	\$0
Student Achievement Initiative (SAI)	\$3,003,603	\$3,350,106	\$1,311,929	\$950,472	\$1,087,705	\$346,503
District Enrollment Allocation Base (DEAB)		\$37,789,945	\$14,231,584	\$10,818,082	\$12,740,279	\$3,836,541
weighted enrollments	\$4,196,062	\$4,527,117	\$1,632,617	\$1,370,304	\$1,524,196	\$331,055
SUBTOTAL	\$48,380,469	\$52,894,568	\$19,430,980	\$15,658,208	\$17,805,380	\$4,514,099
Safe Harbor, Earmarks and Provisos	\$24,326,391	\$28,047,364	\$12,692,662	\$7,732,548	\$7,622,153	\$3,720,973
TOTAL	\$72,706,860	\$80,941,932	\$32,123,643	\$23,390,756	\$25,427,533	\$8,235,072

✓ Increase in the amount per FTE

✓ Increase in earmarks/provisos



Highlighted increases in earmarks/provisos for FY20

- Guided pathways: \$300,000 for Seattle Colleges (+\$100,000 each to North and Central; South maintains existing \$100,000;)
- Nursing salary adjustments (+\$1.5m to Seattle Central)
- Health & pension rate changes (+\$1.5m)
- College affordability program (+\$2m)

Local College Distribution

FY20 Distribution Model

- Colleges receive state allocation for all FTEs (both weighted and unweighted.)
- Colleges receive state allocation for SAI points.
- All earmarks and provisos are provided to the designated college.
- Worker retraining is distributed by the district workforce department.
- Colleges keep tuition, running start, international and other local funds.
- District partner services are planned to be billed quarterly (Central 42%; North 29%; South 29%.)

Local College Distribution FY20

	TOTAL	CENTRAL	NORTH	SOUTH	DISTRICT
MOA	\$7,227,400	\$2,254,850	\$2,519,350	\$2,453,200	
CAPITAL	\$1,322,600	\$595,150	\$330,650	\$396,800	
SAI	\$3,350,106	\$1,311,929	\$950,472	\$1,087,705	
DEAB	\$37,789,945	\$14,231,584	\$10,818,082	\$12,740,279	
WEIGHTED DEAB	\$4,527,117	\$1,632,617	\$1,370,304	\$1,524,196	
<u>TOTAL BASE ALLOCATION</u>	\$52,894,568	\$19,430,980	\$15,658,208	\$17,805,380	\$0
SAFE HARBOR, PROVISOS & EARMARKS (District worker retraining funds)	\$21,903,775	\$10,112,355	\$5,950,907	\$5,840,513	\$4,986,344
distributed district share wage increase	\$1,157,245	\$486,043	\$335,601	\$335,601	
<u>TOTAL EARMARKS/PROVISOS</u>	\$23,061,020	\$10,598,398	\$6,286,508	\$6,176,114	\$4,986,344
<u>STATE ALLOCATION TOTAL</u>	\$80,941,932	\$30,029,378	\$21,944,716	\$23,981,494	\$4,986,344

Priority investments: Achieving Strategic Plan Goals

	GOAL 1: Student Success	GOAL 2: Equity, Diversity and Inclusion	GOAL 3: Organizational Excellence	GOAL 4: Partnerships
Central	\$270,000	\$87,000	(\$1,295,500)	\$52,000
North	\$500,000	\$135,000	\$305,000	\$10,000
South	\$20,100		\$100,000	\$1,000,000
District	\$333,040	\$15,100	\$254,000	\$930,000
TOTAL	\$1,123,140	\$237,100	(\$636,500)	\$1,992,000

TOTAL PRIORITY INVESTMENTS: \$2,715,740

Seattle Central College

Strategies & Tactics	KPIs/Outcomes
Create a new Career Exploration Center <ul style="list-style-type: none">Redesign and additional staff in the area.Follows \$45,000 this year for centralization and improvement of counseling services	Increase student engagement Increase job placement rate
Enhance collaboration among tutoring centers across campus to create a Learning Support Network <ul style="list-style-type: none">Science and Math, Writing Center, Tutoring Center redesign and expansion	Increase retention Increase completion rate
Develop fully online transfer associate degrees <ul style="list-style-type: none">Funds are for online course development and additional sections as needed. This is a priority as identified by the campus Strategic Enrollment Management team	Increase retention Increase completion rate

Priority
investments &
outcomes

Goal 1:
Student Success
\$270,000

Seattle Central College

Strategies & Tactics	KPIs/Outcomes
Create a new position to lead Disability Services <ul style="list-style-type: none">Convert a faculty counselor position to a full time manager.This complements previous year investments of \$557,000 for the Disability Support Center; \$94,000 in the Multicultural Services Department; \$224,000 for Diversity and Equity Department; and Mainstay, a \$980,000 a year contract program to serve developmentally disabled students	Increase retention Increase completion

Priority
investments &
outcomes

Goal 2:
Equity, Diversity
and Inclusion
\$87,000

Seattle Central College

Strategies & Tactics	KPIs/Outcomes
Create a new Teaching and Learning Center <ul style="list-style-type: none"> Funding an integrated employee development center with faculty member on 1/3 release time for professional development programming. 	Staff Engagement
Increase Edge training for faculty <ul style="list-style-type: none"> Badge-based professional development program for faculty to learn instructional design and universal design strategies with focus on hybrid and online courses 	Staff Engagement
Hire staff for a new student and staff identification card system <ul style="list-style-type: none"> Hire staff to run the campus identification center. This enables a secure perimeter to the campus and eliminates unwelcomed guests who disrupt a learning mindset. 	Increase student and employee retention
Cut 3% in operating expenses <ul style="list-style-type: none"> Reduce spending as expenses increase. 	Cost per completion & cost per FTE
Offer Student Services quarterly professional development <ul style="list-style-type: none"> Mandatory quarterly professional development for all SS staff in partnership with Instruction 	Staff Engagement
Reduce building use, utility cost and maintenance cost <ul style="list-style-type: none"> Complete plan to reduce total footprint by approximately 165,000 SF as enrollment has dropped. Move staff and use space more efficiently. This follows 2018-19 completion of an energy savings project to replace all lights with LED, install rooftop solar panels and replace end of life electrical gear. 	Cost per completion & cost per FTE

Priority
investments &
outcomes

Goal 3:
Organizational
Excellence
(\$1,295,500)

Seattle Central College

Strategies & Tactics	KPIs/Outcomes
Partner with Seattle Public Schools and the City of Seattle to offer the Academy of Rising Educators	Increase FTE
Sign a new Year Up operating agreement	Increase FTE

Priority
investments &
outcomes

Goal 4:
Partnerships
\$52,600

North Seattle College

Strategies/Tactics	KPIs/ Outcomes
Expanded Investment in Part –Time Faculty <ul style="list-style-type: none">• Increased options in day/time/modality for lab science classes reduce class caps• Reinvest in ESL courses• Support course pathways for Running Start and Seattle Promise students	Increase student retention
Expand Embedded Tutoring <ul style="list-style-type: none">• Offer more tutors in high demand courses• Provide students with necessary tutors and tools to be successful and retain	Increase enrollment and retention
2 FTEs Financial Advisors for Seattle Promise and Running Start <ul style="list-style-type: none">• Additional advisor support needed for increased Seattle Promise enrollment• Additional support needed as Running Start enrollment increases	Increase enrollment and retention

Priority
investments &
outcomes

Goal 1:
Student Success
\$500,000

North Seattle College

Strategies/Tactics	KPIs/ Outcomes
Executive Assistant for AVP of EDI, and Executive Dean of Workforce Education to provide support for EDI staff.	Improved staff diversity (toward goal of 35% by 2022/23)
Invest additional in upgrading support for the Multi-cultural and Gender Equity Manager position.	Improved retention toward goal (72% by 2022/23); improved services to disabled students; and legal compliance
Opening and operation of Equity and Welcome Center	Improved retention toward goal (72% by 2022/23) ; improved services to disabled students; and legal compliance

Priority
investments &
outcomes

Goal 2:
Equity, Diversity
and Inclusion
\$135,000

North Seattle College

Strategies/Tactics	KPIs/ Outcomes
Fund one additional Security Officer	Additional campus and student safety
Move 2 FTEs from Capital Funds to O&M Funds	Free up funds to improve campus infrastructure
Public Affairs Position	Work to assist in North 50 th Celebration and engage retired staff and alumni.

Priority
investments &
outcomes

Goal 3:
Organizational
Excellence
\$305,000

North Seattle College

Strategies/Tactics	KPIs/ Outcomes
Create an apprenticeship partnership with Ironworkers Union	Maintain partnerships; Increase state FTE to achieve state enrollment targets to ensure enrollment funding

Priority
investments &
outcomes

Goal 4:
Partnerships
\$10,000

South Seattle College

Strategies & Tactics	Expected KPIs/ Outcomes
Increasing state funding for Tutoring <ul style="list-style-type: none">Tutoring has been funded on multiple “soft fund” accounts. This seeks to stabilize source of funding despite enrollment declines.	Sustain access to tutoring.

Priority
investments &
outcomes

Goal 1:
Student Success
\$20,000

South Seattle College

Strategies & Tactics	Expected KPIs/ Outcomes
Faculty Development funding, aligned with College Council priorities (representing campus input and prioritization) <ul style="list-style-type: none">• Increase faculty development funds specifically for EDI content	Increased offerings for EDI-based faculty development

Priority investments & outcomes

Goal 2:
Equity, Diversity and Inclusion

South Seattle College

Strategies & Tactics	Expected KPIs/Outcomes
1 FTE Custodial position	To better approach the industry-standard ratio of custodial staff to square footage.
1 FTE Security/Emergency Preparation	To increase staff capacity for security and emergency planning

Priority
investments &
outcomes

Goal 3:
Organizational
Excellence
\$100,000

South Seattle College

Strategies & Tactics	Expected KPIs/Outcomes
Increased investment in 320 Apprenticeship FTEs to respond to the high demand of apprenticeships	320 full time enrollments that contribute to overall district FTEs, increase completions and maximize enhanced FTEs

Priority
investments &
outcomes

Goal 4:
Partnerships
\$1,000,000

Seattle College District

Strategies/Tactics	KPIs/ Outcomes
Expanded marketing (social media; student recruitment / outreach; print ads) <ul style="list-style-type: none">• Requested by recruitment and outreach personnel across the district• Rationale: Need to boost enrollment and continue to improve SC reputation in the community	Increased enrollments
SARA: out of state student enrollment compliance <ul style="list-style-type: none">• Requested by eLearning Directors. Half of the amount is to maintain the licenses and would be annual. The other half is for temporary “staffing” at N / S to submit the application for NC SARA.• Rationale: This allows us to enroll students who live out of state; increased FTE potential; expands online programs	Increased enrollments
Starfish implementation / Manager <ul style="list-style-type: none">• Requested by VCAS/SS and CTC Director• Rationale: This was “assumed” when the committee which selected Starfish made its recommendation. The new software requires user support and maintenance.	Improved student engagement (toward goal of 3.2 on survey by 2022/23); improved student retention (toward goal of 72% by 2022/23); improved student completion (toward goal of 52% by 2022/23)

Priority
investments &
outcomes

Goal 1:
Student Success
\$333,640

Seattle College District

Strategies/Tactics	KPIs/ Outcomes
Establish training, professional development and faculty stipends	Continue progress toward the goal of eliminating the racial equity gap in order to achieve success for all students
<ol style="list-style-type: none">1. Quarterly joint meetings with SBCTC Instructional Commission2. Yearly joint meetings with Washington State Student Services Commission (WSSSC);3. Fees for institutional membership in National Association of Diversity Officers in Higher Education (NADOHE)	Improve intercultural competency and practice among employees and students
<ol style="list-style-type: none">1. Recruit, hire, support, and mentor employees in order to develop and retain a stable and diverse workforce:2. Partnership with District HR to develop policies and practices that lead to employee retention	Develop and retain a stable and diverse workforce and improve employee retention

Priority
investments &
outcomes

Goal 2:
Equity, Diversity
and Inclusion
\$15,000

Seattle College District

Strategies/Tactics	KPIs/ Outcomes
Public records / archive manager <ul style="list-style-type: none">• Requested by Compliance Officer and VCA to mitigate legal liability• Rationale: We've already experienced financial penalties for failing to meet legal requirements; requests are more complex requiring more time	Legal compliance
ctcLink: Finance <ul style="list-style-type: none">• Requested by VC and ctc link team• Rationale: This position is a replacement from FY18 to prepare us for CTC link implementation.	Successful implementation of CTC link
eLearning Accessibility software <ul style="list-style-type: none">• Requested by ELearning team• Rationale: as requested by eLearning teams at each college	Improved retention toward goal (72% by 2022/23); improved services to disabled students; and legal compliance
Captioning service <ul style="list-style-type: none">• Requested by eLearning Directors group.• Rationale: our online materials have to be disability accessible and this will help us move forward (not at full compliance level yet)	Improved retention toward goal (72% by 2022/23) ; improved services to disabled students; and legal compliance

Priority
investments &
outcomes

Goal 3:
Organizational
Excellence
\$254,000

Seattle College District

Strategies/Tactics	KPIs/ Outcomes
Preserve apprentice contracts <ul style="list-style-type: none">• Requested by South and Chancellor• Rationale: We need to fulfill our contracts and maintain partnerships. FTEs generated are needed by the district to achieve targets	Maintain partnerships; maintain state FTE to achieve state enrollment targets to ensure enrollment funding
Event support (expanded) <ul style="list-style-type: none">• Requested by events manager<ul style="list-style-type: none">• Rationale: support speaker costs, food, marketing, AV costs	Expand and maintain partnerships by hosting professional, engaging events, attended by existing and potential partners

Priority investments & outcomes

Goal 4:
Partnerships
\$930,000

Proposed Fee Increases for FY20

-effective for fall 2019

-additional 3% increase for class lab fees due to increased cost of supplies

CENTRAL		NORTH		SOUTH	
AHSS music	Current:	Parking:	Current: \$3		
	Proposed: \$500/credit		Proposed: \$6	Diesel certif.	New Proposed: \$30 per quarter
AHSS:piano lab	Current: \$35 per quarter	Parking: 0-2 hr	Current: \$3	Auto: refunded deposit	Current: \$25
	Proposed: \$55 per quarter		Proposed: \$4		Proposed: \$35
AV first aid	Current \$5/course	Citation: Late fee	(new) Proposed: \$25	Child Care rate	Current: \$5.75-\$7.25/hr
	Proposed \$26 per course				Proposed: \$6.75-\$8.25/hr
AQ: CPR materials	Current \$7 per course	Med: Nursing	Current: \$52	Child care: drop in /ex hrs	Current: \$6.75-\$7.75/hr
	Proposed \$24 per course		Proposed: \$100-\$300		Proposed: \$10/hr
Int Eng Class Fee	Current: \$742.50 per one hour class	Med: Health/med	Current: \$52	Int Eng Class Fee	Current: \$742.50 per one hour class
	Proposed \$787.50 per one hour class		Proposed: \$100-300		Proposed \$787.50 per one hour class
SAGe farm practicum	(new) Proposed: \$40 per course	Int Eng Class Fee	Current: \$742.50 per one hour Proposed		
Wood Tech: Forklift lab	Current: \$94 per course	NOTE re: Med fees: MA 106 has 110 lab hours and will be at the top of the fee range (\$300). CMA 105 and CMA 107 are mid-range for lab hours (80 and 88) and will have fees assigned around \$200. The remaining classes with labs will be at the \$100 point			
	Proposed: \$60 per course				
Wood Tech: PACT lab	Current: \$48 per course				
	Proposed: \$60 per course				
Wood Tech course fee	Current: \$50				
	Proposed: \$65				
Wood Tech: Supply fee	Current \$48				
	Proposed: \$63				

WASHINGTON STATE COMMUNITY COLLEGE TUITION AND FEE RATES

2019-20

		Lower Division		Upper Division	
		RESIDENTS	NONRESIDENTS	RESIDENTS	NONRESIDENTS
		Assumes 15 Credits per Quarter		Assumes 15 Credits per Quarter	
ANNUAL	Operating Fee	\$3,268.80	\$8,264.40	\$5,757.30	\$17,302.20
	Building Fee	\$418.95	\$868.20	\$418.95	\$868.20
	Maximum S & A Fee	\$438.75	\$438.75	\$438.75	\$438.75
	Tuition and Fees	\$4,126.50	\$9,571.35	\$6,615.00	\$18,609.15
QUARTERLY	Operating Fee	\$1,089.60	\$2,754.80	\$1,919.10	\$5,767.40
	Building Fee	\$139.65	\$289.40	\$139.65	\$289.40
	Maximum S & A Fee	\$146.25	\$146.25	\$146.25	\$146.25
	Tuition and Fees	\$1,375.50	\$3,190.45	\$2,205.00	\$6,203.05
		1-10 Credits		1-10 Credits	
PER CREDIT	Operating Fee	\$87.06	\$250.34	\$191.91	\$576.74
	Building Fee	\$11.87	\$26.46	\$11.87	\$26.46
	Maximum S & A Fee	\$11.33	\$11.33	\$11.33	\$11.33
	Tuition and Fees	\$110.26	\$288.13	\$215.11	\$614.53
		Average Incremental Increase for Each Credit between 11 and 18		Average Incremental Increase for Each Credit between 11 and 18	
PER CREDIT	Operating Fee	\$43.80	\$50.28	\$0.00	\$0.00
	Building Fee	\$4.19	\$4.96	\$4.19	\$4.96
	Maximum S & A Fee	\$6.59	\$6.59	\$6.59	\$6.59
	Tuition and Fees	\$54.58	\$61.83	\$10.78	\$11.55
EXCESS CREDIT SURCHARGE		19+ Credits		19+ Credits	
Operating Fee Only		\$98.93	\$276.80	\$203.78	\$603.20

*Presented to the State Board May 28, 2019. This tuition schedule reflects a 2.4% tuition increase for resident students based on the OFM memo dated April 12, 2019.

UNGRADED COURSES - per credit fees - Operating Fees deposited to Fund 149

2019-20

	Comments	Per Credit Fee
Apprenticeship	50% waiver	\$55.00
(Clock hour equivalent)		\$3.67
ABE, ESL, GED	Colleges may waive the \$25 charge for students who are unable to pay	\$25 per student per quarter
Competency Based Programs	Method for establishing tuition governed by WAC 131-28-025, subsection (2), amended by State Board Resolution 14-09-60 (Sept. 10, 2014)	Program length (in months) divided by three and multiplied by quarterly tuition and fees at 15 credit hours (above)
Athletic Waiver	Amount allowable to waive is 25% of the 15 credit rate for tuition and fees and must be taken from OPERATING FEE ONLY.	Lower Division
		\$ 343.90
		Upper Division
		\$ 551.30

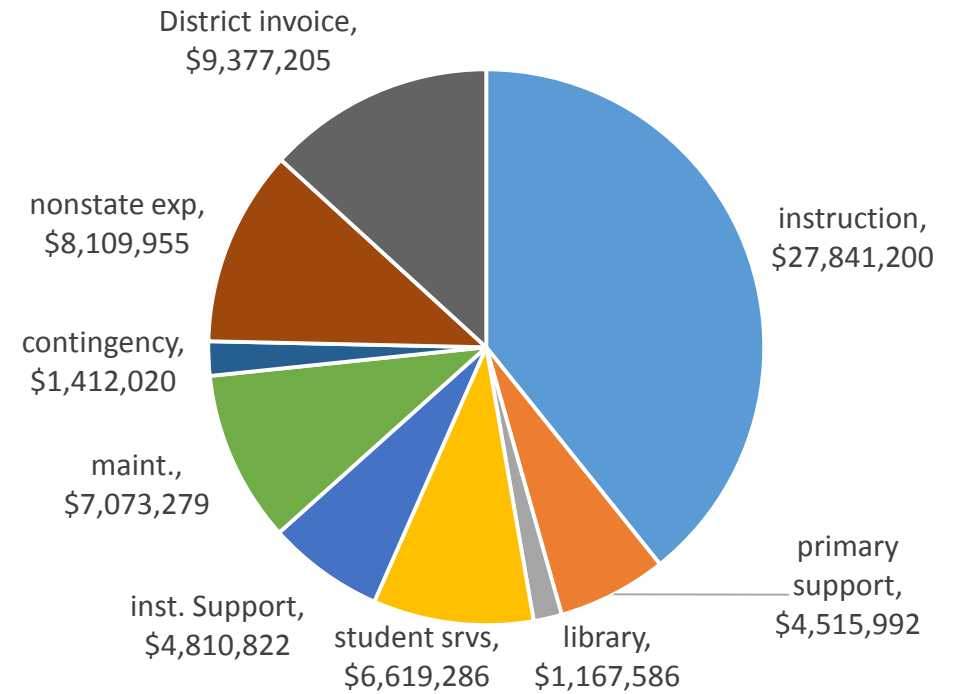
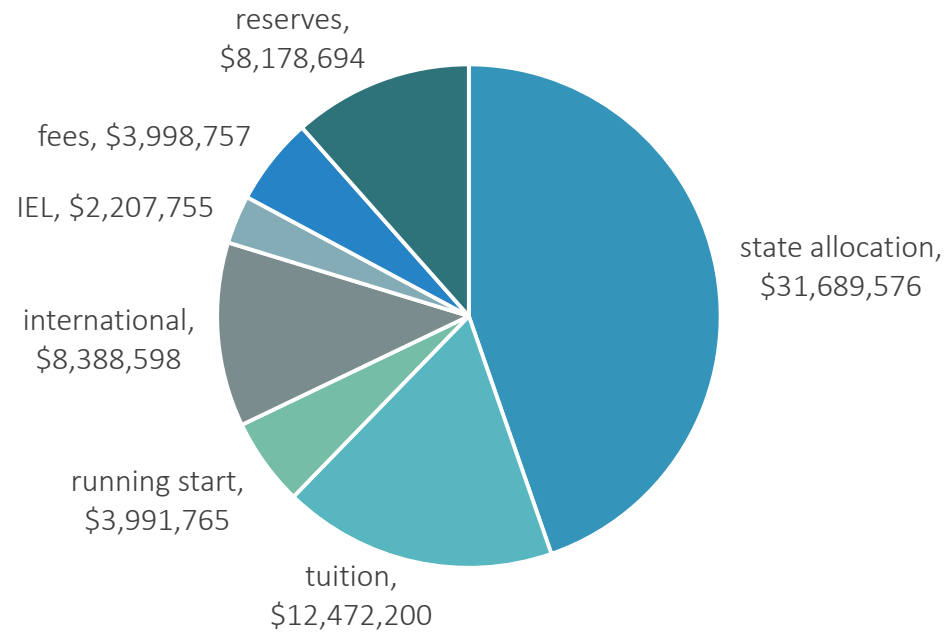
Colleges are authorized to charge tuition to Running Start students when the student's choice of credit load exceeds the level that will be reimbursed by the school district.

Proposed Tuition Increases for FY20

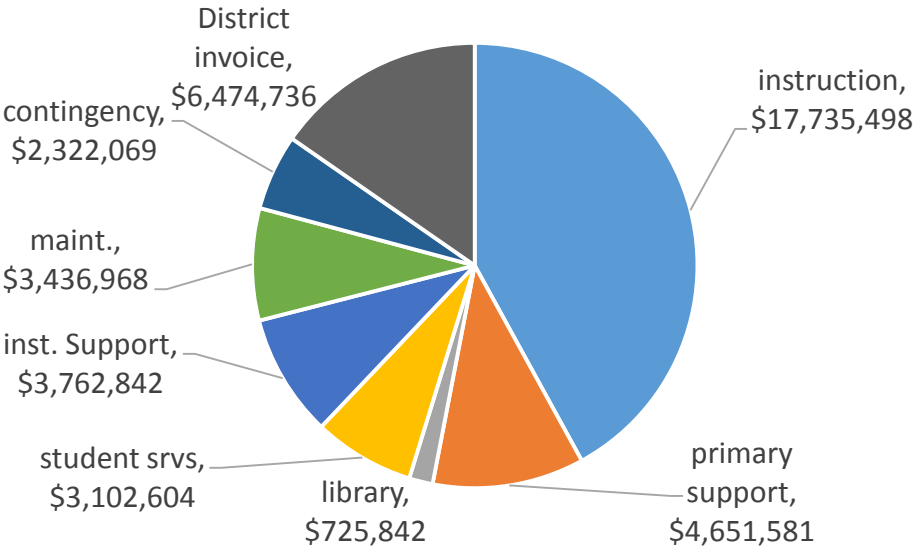
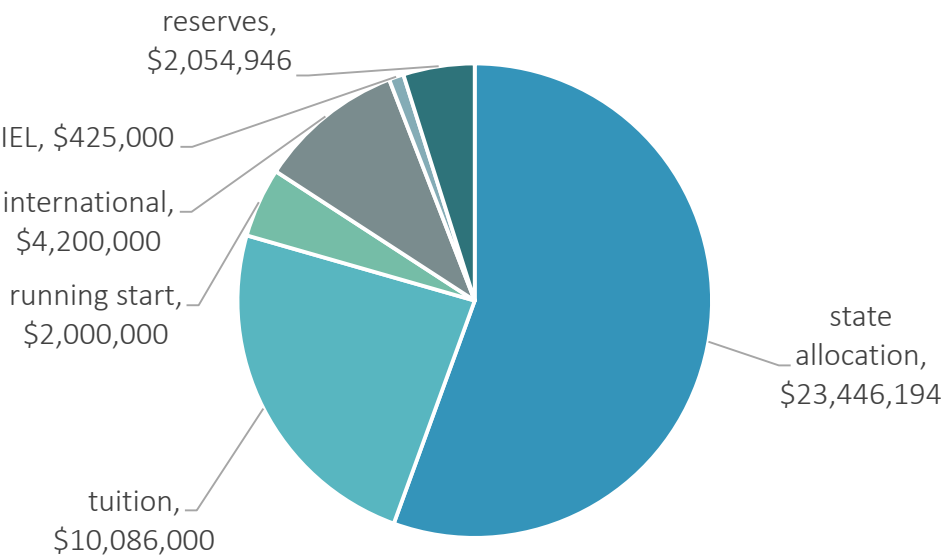
-effective for fall 2019

-2.4% increase as approved by SBCTC and legislators

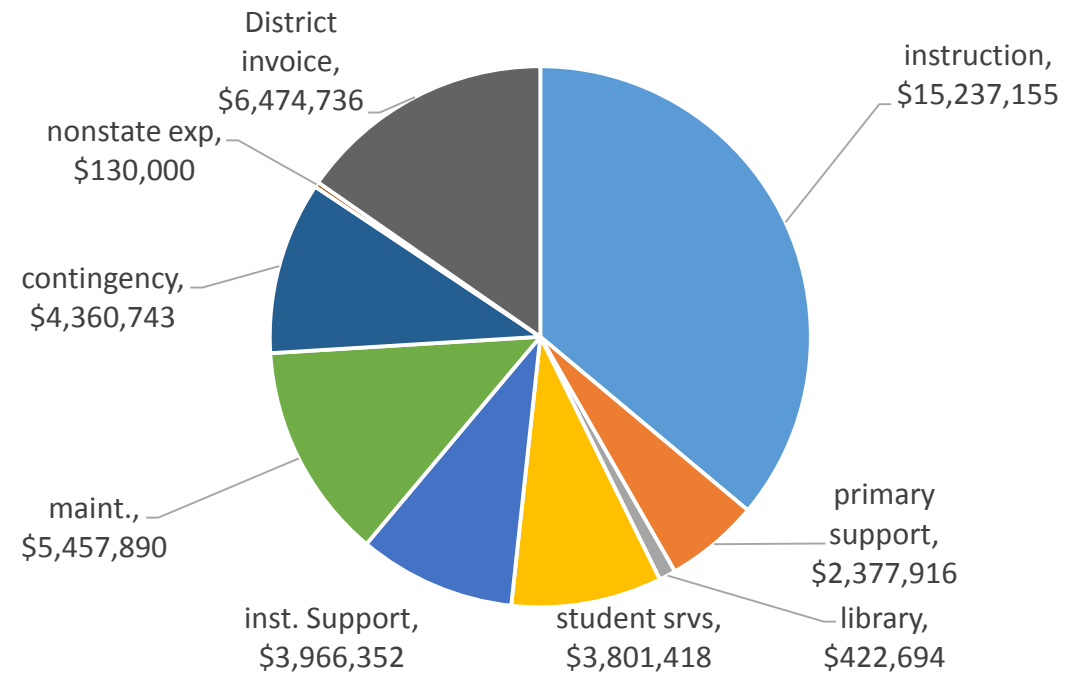
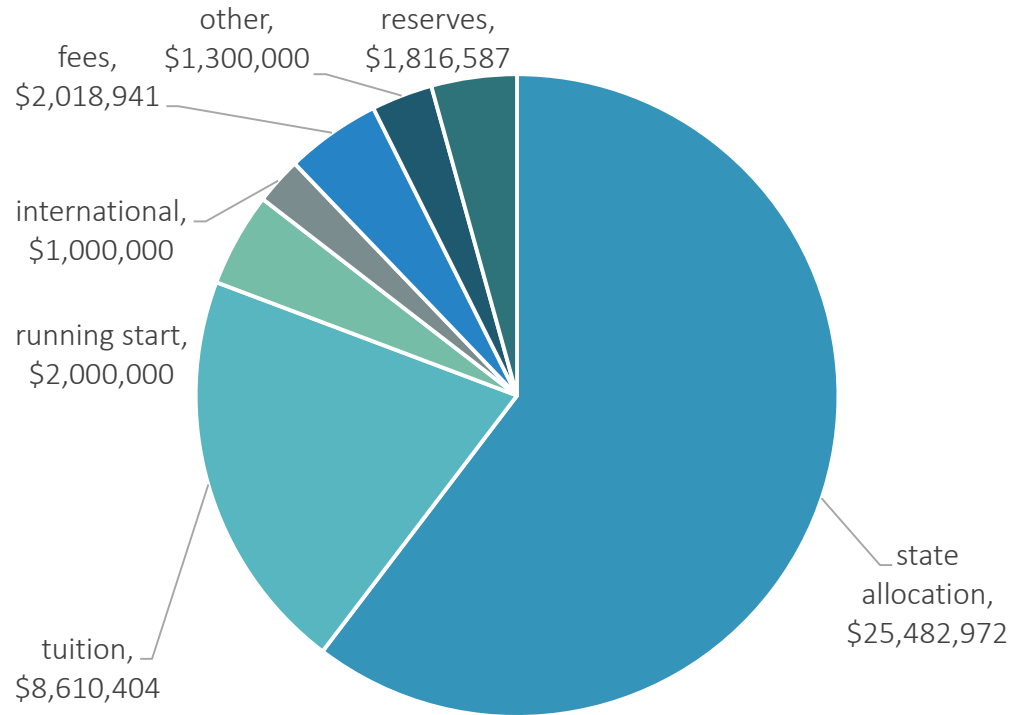
Seattle Central Budget FY20: \$70,927,345



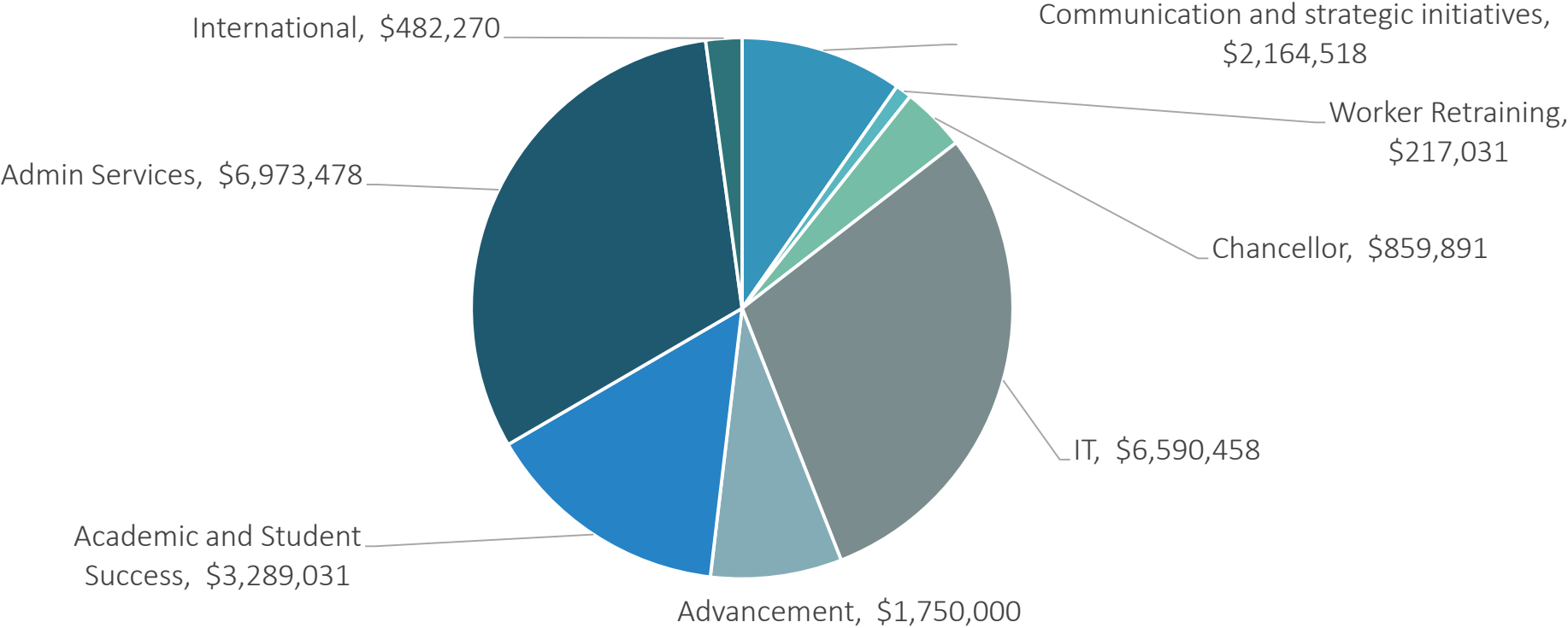
North Seattle College Budget FY20: \$42,212,140



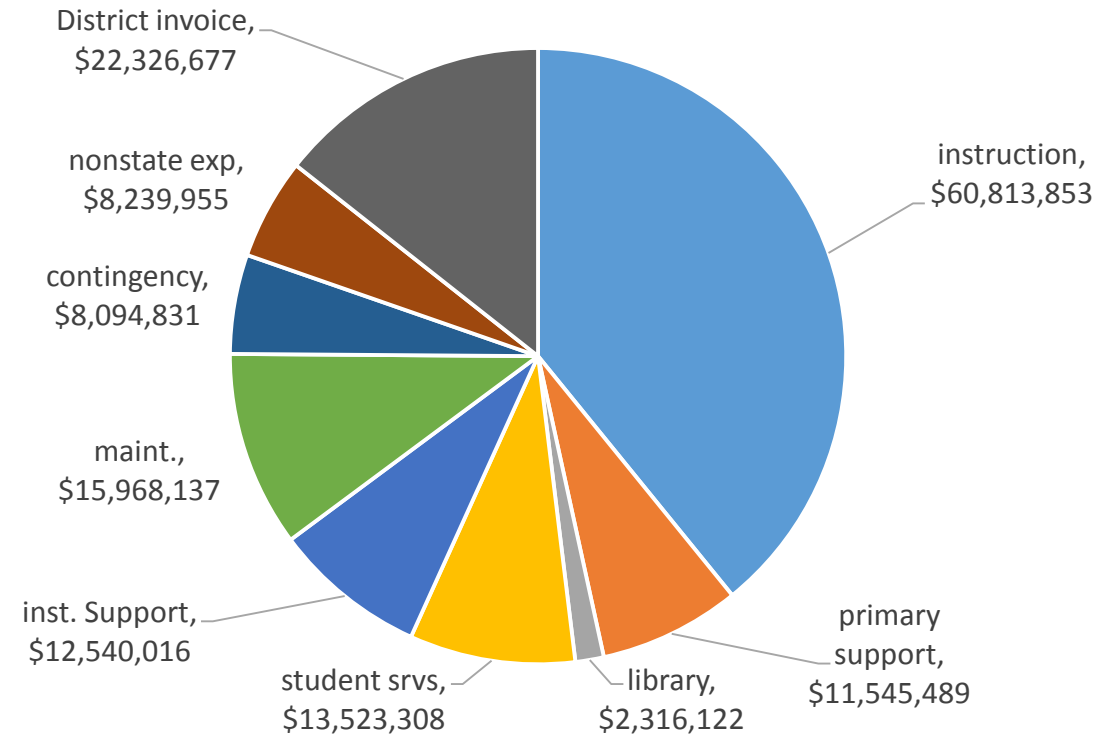
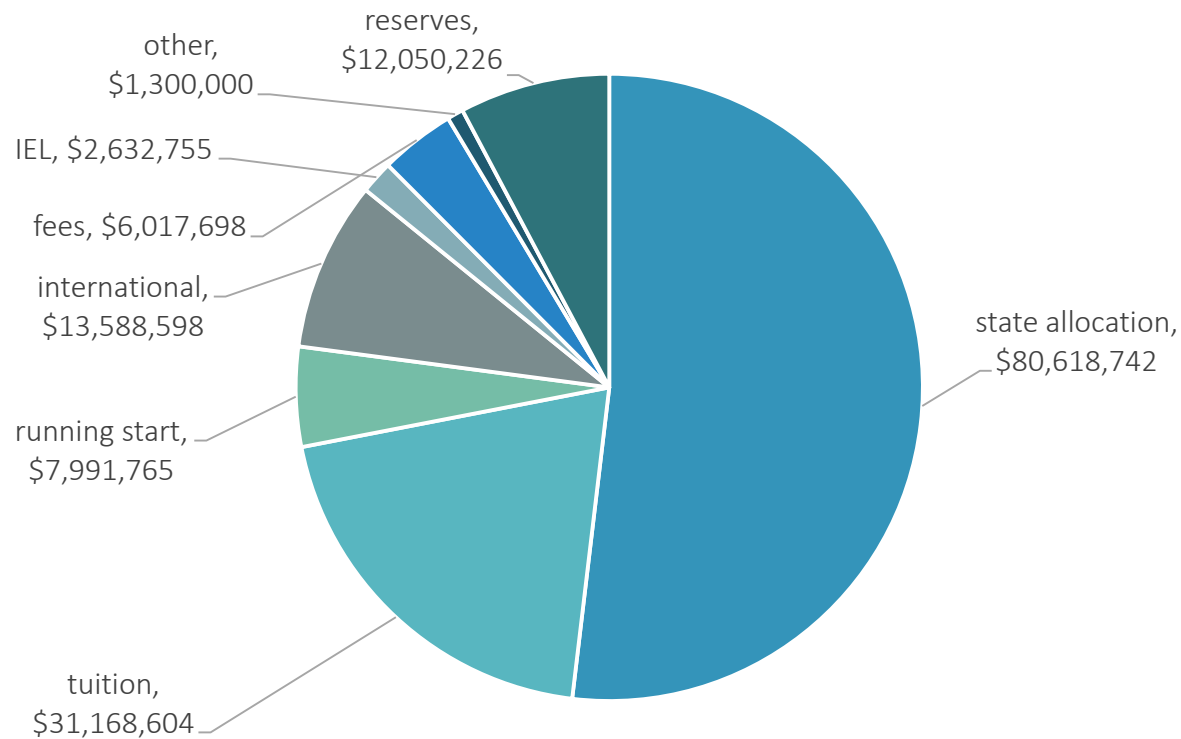
South Seattle College Budget FY20: \$42,228,904



District/Siegal Budget FY20: \$22,326,677



Seattle Colleges Budget FY20: \$155,368,388



Discussion

Recommended board action:

- Approve the tuition and fee increases as proposed
- Approve the FY20 budget as presented



MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Howard
DATE: June 13, 2019
SUBJECT: 2019/2020 budget

The budget for fiscal year beginning July 1, 2019 and continuing through June 30, 2020 (FY20) is presented to the board for review.

Part of the budget presentation includes the request for tuition and fee increases.

The proposed tuition increase is 2.4% as recommended by the State Board of Community and Technical Colleges. Please see attached tuition schedule for reference.

The proposed fee increase is 3% to class fees. Additional fee increases for particular courses, parking and others are listed on the attached chart for reference.

It is the recommendation of the administration for the Board of Trustees to approve the proposed budget as presented.

Submitted by:

Jennifer Howard, Int. Vice Chancellor of Administrative Services

Transmitted to the Board with a favorable recommendation.

Dr. Shouan Pan
Chancellor

**WASHINGTON STATE COMMUNITY COLLEGE TUITION AND FEE RATES
2019-20**

		<u>Lower Division</u>		<u>Upper Division</u>	
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	Amount allowable to waive is 25% of the 15 credit rate for tuition and fees and must be taken from OPERATING FEE ONLY.	\$ 343.90
Athletic Waiver		Upper Division
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NOTE re: Med fees:
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CMA 105 and CMA 107 are mid-range for lab hours (80 and 88) and will have fees assigned around \$200. The remaining classes with labs will be at the \$100 point

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shouan Pan
Chancellor

DATE: June 13, 2019

SUBJECT: 2019-20 Trustees' Lifelong Learning Awards

Background

Each year, nominations are accepted throughout the district for employees who have worked for Seattle Colleges for at least 5 years and have demonstrated an outstanding level of intellectual and professional growth. The annual request for nominations for 2019-20 Trustees' Lifelong Learning Awards was sent to the college community during Spring Quarter and award nominees were forwarded to the Lifelong Learning Committee for review.

The nomination review committee was made up of past Lifelong Learning Awards winners. Committee members included: Julia Buchans, Kurt Buttleman, Robert DelaCruz, and Karen Jurgensen

The Trustees' Lifelong Learning Awards will be presented to recipients in the fall as part of the Seattle Colleges Convocation, on September 18, 2019.

Based on the agreed upon criteria and review of nominations, the committee recommends the following individuals for the Trustees' Lifelong Learning Award for 2019-20:

Lydia Minatoya, Full Time Faculty, North Seattle College

Patricia Gorman, Classified Staff, Seattle Central College

Laura Kingston, Exempt Staff, South Seattle College



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District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388
1500 Harvard Avenue, Seattle WA 98122-3803 | www.seattlecolleges.edu

Recommended Action

I recommend that the Board approve these nominees to receive the Trustees' Lifelong Learning Awards for the 2019-20 academic year.

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

Dr. Shouan Pan
Chancellor

M E M O R A N D U M

TO: Board of Trustees

FROM: Jeffrey Campbell
United Student Association (USA)
President

DATE: June 13, 2019

SUBJECT: Trustee's Vote to Amend USA's Constitution After May 14th – 16th, 2019
Referendum from Elections to Selections

Background

May 14th - 16th, 2019 USA held elections including a referendum for the 2019-2020 academic year. On the ballot, USA proposed a referendum allowing the organization to amend the constitution allowing them to move from an elections cycle to a selections process. 232 voters participated in this year's USA Elections, the amendment passed with a vote of 167 in the affirmative.

USA Constitution Amendment	Yes: 167	No: 22	Abstain: 43
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For the past five years, USA teams have discussed this topic and have been in favor of a selection application and interview model.

We believe this process is better because:

1. Election turnouts are typically only 5% of the student body. This low voter turnout does not fully express the diverse student participation and the purpose of the process. Despite shifting to online elections, the participation still has not improved.
2. Student Government positions often remain vacant and uncontested. For example, in the last 2 years, only 4 of the 8 positions have been filled.
3. We feel more students will apply & participate in a selection process that models a more traditional job application and interview process rather than a competitive campaign.
4. The student government team will more closely reflect the diversity within our student body. The objective of Washington legislature is to have a representative student association on campus to support and speak for the student body and allocate student fees. The USA officers should be selected from a variety of backgrounds, interests and

experiences including domestic, international, students of color, disability, and vocational students, and be more aligned to express the diverse ideas and advocate for the many aspects of student needs on campus.

The selection committee process and representation will be determined after the Referendum conducted by the outgoing USA team and the Bylaws amended accordingly.

Recommended Action

We ask that the Board of Trustees vote to approve the amendment USA's Constitution.

This Referendum has been vetted and approved in accordance to the Constitution by the Dean of Student Life, Vice President of Student Services and the President of the campus.

X *Dan Johnson*

Daniel Johnson
Dean of Student Life

Joyce Allen X

Joyce Allen
Interim Vice President - Student Services

X *Rosle Rimando*

Dr. Rosle Rimando Chareunsap President -
South Seattle College

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

Jeffrey Campbell

Jeffrey Campbell
United Student Association
President

The United Student Association of South Seattle College

Constitution

South Seattle College does not discriminate against individuals on the basis of race, color, creed, national origin, sex, disability, age, religion, honorably discharged veteran or military status, or sexual orientation.

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Page 3. Articles 6, 7, 8 - Officer Compensation, Selected Officers, Mid-term Vacancies

Page 4. Article 9 – Removal from Office and Other Sanctions

Page 5. Article 10 - Parliamentary Authority

Page 6. Articles 11, 12, 13 – USA Meetings, USA Committees, Budget.

Page 7. Article 14 – Amendments

The United Student Association of South Seattle College

ARTICLE I: PREAMBLE

The officers of the United Student Association (USA) are committed to nurturing our community by fostering a comfortable and supportive environment. We advocate for the needs and interests of the diverse student body at South Seattle College. We strive to accomplish this commitment by promoting and encouraging self-development, community involvement, and cultural sensitivity.

ARTICLE II: NAME

The name of this organization shall be the South Seattle College United Student Association, hereafter referred to as the "USA".

ARTICLE III: OBJECTIVE

The objective of the USA shall be to provide opportunities for students' academic success, leadership activities, and to further the growth of student relations administration, faculty, staff, student population, and the community.

ARTICLE IV: AUTHORITY AND POWERS

1. Under Washington State Law, the Board of Trustees of South Seattle College (SCC) is charged with the ultimate authority and responsibility for all programs and services at SCC. The administration of the programs and services that are supported by the USA have been delegated by the District Board of Trustees with the guidance of the college administration. In acceptance of this authority and responsibility, USA will administer programs and funds in compliance with the rules and regulations prescribed by the College and the laws of the State of Washington as well as its right and responsibility to advocate on behalf of student interests.
2. The USA, constituting the governing body of the SSC student body, shall be empowered to act for the student body in matters of the government, activities, and finances of the USA. As

the governing body, the USA shall comply with the state open public meetings act to the extent required by RCW 42.30.200.

3. The USA shall consist of duly selected or appointed Officers, in full compliance with the USA Constitution and Bylaws. Every Officer shall have one vote. The Presiding Officer shall only vote to break a tie.

ARTICLE V: ELECTIONS/SELECTIONS

1. All students applying must be enrolled at minimum five credits while maintaining a 2.5 or above cumulative GPA at the time of application and during the entire term of employment.
- ~~2. All USA members shall be elected in an at large campus election during the spring quarter. All~~
new USA members shall be selected through a selection process conducted by the Selection Committee during the spring quarter. ~~The incoming President & Vice President, Treasurer and Officers alike will take office prior to Fall Quarter.~~ The incoming President, Vice President, Treasurer and Officers alike will take office prior to the beginning of fall quarter pending the completion of any and all required trainings including the three day CUSP conference.
3. Members of the United Student Association (USA) shall be selected in accordance with the conditions set forth in the USA Bylaws.
4. A Selection Committee shall be assembled as described in the Bylaws. The Selection Committee shall be responsible for administering the selection process with the support of the Student Life Staff. ~~The Dean of Student Life & USA Advisor shall be ultimately responsible for the selections and monitoring the ballot count.~~
5. The USA may appoint a new committee chairperson position at the request of said Committee, through the process laid out in Article VII.

6. A Selection Handbook with procedures and application shall be produced by Selection Committee and Student Government Advisor. Incomplete and/or late applications will not receive consideration.

ARTICLE VI: OFFICER COMPENSATION

Officers of the USA shall receive payment based on their duties and responsibilities, as defined in the Bylaws, while serving.

ARTICLE VII: SELECTED OFFICERS

1. The ~~Student Body~~ Selection Committee will select all officers annually in the spring as provided in Article VII, excepting provisions within subsection 2 of Article VIII. The President, Vice President and USA officers shall serve a terms of one year, not to exceed two consecutive terms.
2. The USA reserves the right to make any appointments governing mid-term vacancies, as stipulated in Articles V and VIII. Any such appointment shall be in full compliance with this Constitution and USA Bylaws.

ARTICLE VIII: MID-TERM VACANCY

1. The USA shall determine if mid-term vacancies in officer positions will be filled. If so, the entire campus will be notified that a vacancy exists and that interested candidates may apply for the position.
2. In the case of vacancies, the USA reserves the right to appoint an officer in full compliance with this Constitution and USA Bylaws.

3. All applicants shall present themselves for an interview by the USA, or with a representative delegation of USA Officers following the application deadline. Applicants are expected to attend a mandatory informational meeting at which interview times and dates shall be provided. Interviews, with specific questions prepared in advance shall be conducted in an identical manner for each applicant.
4. All new Officers will participate in an appropriate orientation by the President & Vice President, and Student Life staff as appropriate.
5. Any Officer resigning shall provide written notice of resignation to the USA President and the ~~Dean of Student Life~~ **USA Advisor**. Any vacancies must be announced to the USA no later than the next regularly scheduled USA meeting. Upon such notification, the USA both may immediately declare that position vacant and proceed to fill it ~~by campus-wide elections or~~ **by a mid-term selection or** through the process detailed in subsection 2 of this Article.

ARTICLE IX: REMOVAL FROM OFFICE AND OTHER SANCTIONS

1. Failure to maintain the qualifications of office, as stated in the USA Bylaws, or within this Constitution, shall constitute sufficient cause for an Officer to be removed from office. Any action on the part of the USA to impose sanctions or remove any Officer from their post will require a 2/3 majority in the USA.
2. However, if it is determined that an Officer no longer meets the minimum qualifications (including student status, grade point average, and/or good conduct standing), the decision to remove from office will be the sole responsibility and discretion of the Dean of Student Life with input from the USA Advisor.
3. The USA may place any member on probation, for any cause deemed to be in violation of officer good conduct standards as stipulated by this Constitution and the USA Bylaws, or after ten (10) days absence from duty **or 2 missed meetings without any excuse**. A written report of any probation will promptly be presented to the USA for further review.

- 99
- 100 4. Any officer placed on probation may undergo reduction and/or cessation of any payment. An
- 101 overview of Officer Violations (within federal privacy restrictions) must accompany any
- 102 request for steps taken to bring said Officer into compliance. The USA, in reference to this
- 103 Constitution and the USA Bylaws, shall conduct determination of any Officers duties. Any
- 104 action by the USA to suspend, alter, or terminate any award or stipend must meet a 2/3
- 105 majority approval.
- 106
- 107 5. Before removal, a letter shall be mailed to the Officer at their current address. This letter shall
- 108 state the alleged cause for removal, the date on which the matter will be brought to the
- 109 ~~Executive Committee for recommendation~~ to the USA **for recommendations (not less than**
- 110 **seven (7) calendar days after mailing).** The officer shall be given a reasonable opportunity to
- 111 respond ~~before both the Executive Committee and~~ to the USA.
- 112
- 113 6. Officers of the USA removed from office are ineligible for appointment or candidacy to any
- 114 S&A Fee funded position until the first day of the following academic year.

115 **ARTICLE X: USA**

- 116 ~~1. The USA, constituting the governing body of the SSC student body, shall be empowered to~~
- 117 ~~act for the student body in matters of the government, activities, and finances of the USA. As~~
- 118 ~~the governing body, the USA shall comply with the state open public meetings act to the~~
- 119 ~~extent required by RCW 42.30.200.~~
- 120 ~~2. The USA shall consist of duly elected or appointed Officers, in full compliance with the USA~~
- 121 ~~Constitution and Bylaws. Every Officer shall have one vote. The Presiding Officer shall only~~
- 122 ~~vote to break a tie. (move to the Article IV: Authority & Powers)~~

123 **ARTICLE X: PARLIAMENTARY AUTHORITY**

124 The rules contained in the current edition of *Robert's Rules of Order* shall govern all meetings to
125 which they are applicable and consistent with this Constitution, the Bylaws, and any special rules
126 of order that the USA may adopt.

127 **ARTICLE XI: USA MEETINGS**

128 **1.** The USA shall meet as stated in the Bylaws. A quorum of 51% of Officers must be present in
129 order to conduct any meeting. USA actions may be taken only by a majority of the Officers
130 present at a duly called meeting, excepting occasions requiring a 2/3 majority. There shall be
131 no proxy votes.

132 **2.** Every Officer shall have one vote. The Presiding Officer shall only vote to break a tie.

133 **ARTICLE XII: USA COMMITTEES**

134 **1.** Standing Committees shall be as provided in the USA Bylaws.

135 **2.** The President may appoint any member of the USA to serve on an Ad-Hoc Committee. Ad-
136 Hoc Committees shall be established at need. Ad-Hoc Committee Chairs shall serve at the
137 recommendation of the President.

138 **3.** Officer Committee Membership responsibilities are provided in the USA Bylaws.

139 **ARTICLE XIII: BUDGET**

140 **1.** The USA shall operate within the guidelines of the approved fiscal Budget.

141 **2.** The Budget Committee shall be chaired by the Treasurer and shall be responsible for budget
142 preparation and monitoring expenditures ensuring student funds are used in the manner most
143 appropriate. The Treasurer may provide monthly expenditure and budget status reports.

3. The Treasure of the United Student Association shall serve as a Chair of the Services and Activities Fee Board and report back to Budget Committee and United Student Association regarding issues, topics, and concerns regarding student fees.

4. Proposed amendments to this Financial Code may be submitted to the SSC USA and read at any regularly scheduled meeting. The proposed amendment may be voted upon at any regularly scheduled meeting following the first reading so long as the time elapsed between the first readings and voting does not exceed one month. Amendments will be certified as passed when a 2/3 majority of the USA members, sitting in quorum, vote in the affirmative. After administrative review, the proposed amendment will then be forwarded for approval to the South Seattle College Dean of Student Life. Approved amendments shall be returned to the SSC USA for insertion into the copy of the South Seattle College Financial Code.

ARTICLE XIV: AMENDMENTS

1. All amendments and revisions to this Constitution must be approved by the SSC Student Body in a campus referendum, USA Advisor, Dean of Student Life, Vice President of Student Services, President, and by the Board of Trustees in accordance with District Policies and Procedures.

2. Past Amendments

a 4/84

b 1/88

c 10/91

d 3/94

e 6/04

166 f 5/05

167 g. 2/12 (proposed)

168 h. 4/13 (proposed)

169 j. **4/19 (proposed)**

170 **Proposal: USA 2018 – 2019 proposed to move the Election**

171 **process to the Selections process completely and had a**

172 **campus referendum to amend this rule in the Constitution.**

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: June 13, 2019

SUBJECT: Nomination of 2019-20 Board of Trustees Officers


Background

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

Recommended Action

It is recommended that at the June Board meeting, the Board nominate officers to serve as chair and vice chair beginning September 1, 2018. At the July meeting, a vote will be taken to confirm the nominated officers.

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


Shouan Pan, Ph.D.
Chancellor

Seattle College District Policy

NUMBER: 125

TITLE: Powers and Duties of the Officers of the Board

Adopted Date: 10/15/1985 Last Revised: 6/9/2016

1. Elections:

At its regular monthly meeting in July, the Board shall elect from its membership a chair and a vice chair to serve for the ensuing September to August period. Should either the elected chair or vice chair be unable to perform their duties or be unable to complete their obligation, replacements shall be elected by the Board from its membership to complete the terms of office.

2. Chair:

The chair shall preside at all meetings of the Board, sign all legal and official documents recording actions of the Board, and shall review the agenda prepared for such meetings of the Board. In addition the chair shall approve the minutes of each meeting (or, in the chair's absence, the Board member who acted as chair shall give approval) before the minutes are published while presiding at Board meetings, the chair shall have full rights of discussion and vote.

3. Vice Chair:

The vice chair shall fill the normal role of parliamentarian and shall assure that Board meetings are conducted in accordance with "Robert's Rules of Order, Newly Revised." The vice chair acts as chair of the Board in the absence of the chair.

4. Acting Chair:

If neither the chair nor the vice chair is present at a meeting but a quorum of the Board exists, the Board shall elect an acting chair for that meeting from among the members present.

5. Secretary:

The chief administrative officer of the District, the District chancellor, shall serve as the secretary to the Board as specified in RCW 28B.50.130. The secretary has no voting privileges. The secretary may appoint a District staff member to act as recording secretary for all meetings of the Board. Assisted by the recording secretary the secretary is responsible for:

- a. Maintaining the official District (Board) seal.
- b. Maintaining all records of meetings and official actions of the Board.
- c. Maintaining and conducting in the name of the Board all official correspondence relating to the Board.
- d. Receiving items for the agenda of Board meetings and preparing the agenda in accordance with the prescribed format.
- e. Distributing advance public notices of Board meetings and intention to consider rule changes in accordance with the Open Public Meetings Act of 1971, as amended, and instructions from the state code reviser's office.
- f. Filing of amended, modified, and new rules and regulations with the state code reviser. Cancelling those rescinded by Board action.
- g. Distributing minutes of Board meetings and reports related to Board members.
- h. Maintaining for public inspection all official actions, records, minutes, correspondence, and other materials related to the Board.
- i. Advising the various college constituencies on matters of placing items on the Board agenda, distribution of Board materials, and related matters.
- j. Answering inquiries from news media concerning Board actions and directing media representatives to authorized resource individuals.

- k. Attending all Board meetings and assuring that official minutes are maintained, approved, and published as directed. In the District Chancellor's absence, the secretary of the Board may appoint an individual to assume the role of the acting secretary.

Board of Trustees – Revision & Adoption History

Adopted: 10/15/1985

Revised: 10/20/1993

Revised: 3/12/2002

Revised: 6/10/2010

Revised: 6/9/2016



MEMORANDUM

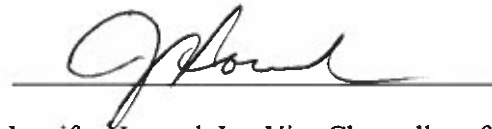
TO: Board of Trustees
FROM: Jennifer Howard
DATE: June 13, 2019
SUBJECT: Monthly Budget Report

To ensure the Board of Trustees is updated regularly on financial matters, the monthly board report for April 2019 month-end is presented. This material has been reviewed by the Board Finance Subcommittee and is shared for informational purposes.

Recommendation

No approval necessary.

Submitted by:



Jennifer Howard, Int. Vice Chancellor of Administrative Services

Transmitted to the Board with a favorable recommendation.



Dr. Shouan Pan
Chancellor

Board Report: April 2019

SUMMARY: SEATTLE COLLEGES

	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (73,282,890)	\$ (72,364,524)	\$ (49,717,829)	69% see note (1)
State Allocation/Capital	\$ (13,387,218)	\$ (1,322,600)	\$ (1,322,600)	100%
subtotal	\$ (86,670,108)	\$ (73,687,124)	\$ (51,040,429)	69%
<u>Local Revenues</u>				
Tuition	\$ (31,461,126)	\$ (31,856,595)	(28,948,408)	91%
Fees	\$ (9,624,274)	\$ (9,311,274)	(9,098,218)	98%
Running Start	\$ (6,637,430)	\$ (8,473,623)	(7,429,973)	88%
International, IEL	\$ (25,014,666)	\$ (21,842,289)	(20,974,914)	96%
Other	\$ (2,690,480)	\$ (1,451,904)	(1,314,058)	91%
Revenue Transfers	\$ 4,640,217	\$ 3,686,041	1,111,433	30% see note (2)
Use of Reserves		\$ (14,544,290)	(5,416,840)	37%
subtotal	\$ (70,787,760)	\$ (83,793,934)	\$ (72,070,978)	86%
Total	\$ (157,457,868)	\$ (157,481,058)	\$ (123,111,407)	78%

EXPENDITURES				
<i>by type</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Salaries/Wages	\$ 88,749,867	\$ 96,771,127	\$74,272,429	77%
Employee Benefits	\$ 30,687,380	\$ 32,940,742	\$25,303,597	77%
Contracted Services	\$ 367,167	\$ 740,654	\$320,573	43%
Supplies	\$ 18,806,563	\$ 24,075,864	\$13,836,927	57%
Travel	\$ 670,787	\$ 1,007,012	\$455,796	45%
Equipment	\$ 1,350,479	\$ 2,227,151	\$1,551,674	70%
Grants to Students	\$ 7,337,238	\$ 6,207,697	\$4,627,782	75%
Other	\$ (3,473,656)	\$ (8,756,944)	(\$5,345,624)	61%
Total	\$ 144,495,824	\$ 155,213,303	\$ 115,023,154	74%

EXPENDITURES				
<i>by program</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Instruction	\$ 56,558,807	\$ 58,611,222	\$48,196,214	82%
Primary Support	\$ 10,437,496	\$ 13,246,944	\$9,396,079	71%
Library	\$ 2,658,760	\$ 2,831,546	\$2,198,195	78%
Student Svcs	\$ 12,890,074	\$ 14,210,475	\$10,561,655	74%
Institutional Support	\$ 9,821,619	\$ 23,643,249	\$16,134,196	68%
Plant Oper&Maintens	\$ 24,499,091	\$ 12,655,652	\$10,127,868	80%
International	\$ 22,224,754	\$ 23,364,057	\$13,303,953	57%
IEL	\$ 5,405,223	\$ 6,650,158	\$5,104,994	77%
Total	\$ 144,495,824	\$ 155,213,303	\$115,023,154	74%

NOTES:

(1) Allocation is adjusted periodically and will be near 88% for May.

(2) Much of this will happen at year-end. It may be that we won't use all the reserves we've budgeted.

(3) This is new this month. It's the same expenditure numbers, reported by program area instead of by use.

Board Report: April 2019

SUMMARY: SEATTLE CENTRAL COLLEGE

	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted	
REVENUE					
<u>State Funding</u>					
State Allocation	\$ (22,676,141)	\$ (22,056,979)	\$ (18,225,854)	83%	
State Allocation/Capital	\$ (595,150)	\$ (595,150)	\$ (595,150)	100%	
subtotal	\$ (23,271,291)	\$ (22,652,129)	\$ (18,821,004)	83%	
<u>Local Revenues</u>					
Tuition	\$ (12,440,508)	\$ (9,837,351)	\$ (12,227,701)	124%	see note (1)
Fees	\$ (3,593,298)	\$ (4,168,459)	\$ (2,984,785)	72%	
Running Start	\$ (2,808,431)	\$ (3,873,623)	\$ (3,138,415)	81%	
International, IEL	\$ (13,289,011)	\$ (11,317,942)	\$ (11,742,665)	104%	
Other	\$ (832,205)	\$ (140,125)	\$ (12,656)	9%	
Revenue Transfers	\$ (47,221)	\$ 2,070,673	\$ 2,010,255	97%	
Use of Reserves		\$ (5,363,146)	\$ (750,000)	14%	see note (2)
subtotal	\$ (33,010,674)	\$ (32,629,973)	\$ (28,845,967)	88%	
Total	\$ (56,281,965)	\$ (55,282,102)	\$ (47,666,971)	86%	

EXPENDITURES					
<i>by type</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted	
Salaries/Wages	\$ 34,668,800	\$ 36,265,880	\$ 28,678,869	79%	
Employee Benefits	\$ 11,913,542	\$ 12,457,318	\$ 9,821,789	79%	
Contracted Services	\$ 180,024	\$ 118,825	\$ 103,307	87%	
Supplies	\$ 6,627,339	\$ 6,686,010	\$ 4,584,836	69%	
Travel	\$ 178,686	\$ 270,086	\$ 152,294	56%	
Equipment	\$ 888,722	\$ 735,551	\$ 576,961	78%	
Grnts to Students	\$ 1,060,195	\$ 1,069,584	\$ 704,872	66%	
Other	\$ (56,651)	\$ (3,686,977)	\$ (3,646,160)	99%	
Total	\$ 55,460,656	\$ 53,916,277	\$ 40,976,767	76%	

EXPENDITURES					
<i>by program</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted	
Instruction	\$ 22,022,762	\$ 22,114,328	\$ 17,473,485	79%	
Primary Support	\$ 3,358,335	\$ 2,897,637	\$ 2,269,719	78%	
Library	\$ 1,093,916	\$ 1,102,823	\$ 806,237	73%	
Student Svcs	\$ 5,151,294	\$ 5,840,612	\$ 4,103,136	70%	
Institutional Support	\$ 3,830,103	\$ 2,423,677	\$ 1,655,095	68%	
Plant Oper&Maint	\$ 5,138,351	\$ 3,957,283	\$ 2,798,129	71%	
International	\$ 11,659,568	\$ 12,520,591	\$ 9,680,968	77%	
IEL	\$ 3,206,327	\$ 3,059,326	\$ 2,189,997	72%	
Total	\$55,460,656	\$ 53,916,277	\$ 40,976,767	76%	

NOTES

(1) SVI tuition is listed here.

(2) Reserves are used at year end.

Board Report: March 2019

SUMMARY: NORTH SEATTLE COLLEGE

	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (18,013,450)	\$ (16,763,791)	\$ (10,387,101)	62%
State Allocation/Capital	\$ (330,650)	\$ (330,650)	\$ (330,650)	100%
subtotal	\$ (18,344,100)	\$ (17,094,441)	\$ (10,717,751)	63%
<u>Local Revenues</u>				
Tuition	\$ (9,769,044)	\$ (7,614,045)	\$ (9,311,303)	122%
Fees	\$ (2,844,694)	\$ (2,924,290)	\$ (2,527,197)	86%
Running Start	\$ (1,626,289)	\$ (1,400,000)	\$ (1,900,881)	136%
International, IEL	\$ (6,909,531)	\$ (5,478,647)	\$ (4,479,876)	82%
Other	\$ (358,341)	\$ (229,079)	\$ (257,459)	112%
Revenue Transfers	\$ 1,641,761	\$ 2,224,300	\$ -	0%
Use of Reserves	\$ (1,475,788)	\$ (7,605,526)	\$ (2,699,662)	35%
subtotal	\$ (21,341,925)	\$ (23,027,287)	\$ (21,176,379)	92%
Total	\$ (39,686,025)	\$ (40,121,728)	\$ (31,894,130)	79%

see note (1)

EXPENDITURES				
<i>by type</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Salaries/Wages	\$ 23,132,430	\$ 24,749,975	\$ 18,477,552	75%
Employee Benefits	\$ 8,060,585	\$ 8,089,513	\$ 6,317,191	78%
Contracted Services	\$ 74,174	\$ 124,034	\$ 22,470	18%
Supplies	\$ 3,374,094	\$ 4,199,569	\$ 2,439,959	58%
Travel	\$ 94,433	\$ 125,997	\$ 63,309	50%
Equipment	\$ 454,823	\$ 1,047,245	\$ 467,920	45%
Grnts to Students	\$ 1,003,946	\$ 918,201	\$ 602,743	66%
Other	\$ 49,278	\$ (289,281)	\$ 432,610	-150%
			\$ -	
Total	\$ 36,243,763	\$ 38,965,253	\$ 28,823,754	74%

see note (1)

EXPENDITURES				
<i>by program</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Instruction	\$15,397,592	\$15,586,142	\$ 15,071,778	97%
Primary Support	\$3,749,180	\$ 3,749,899	\$ 2,604,328	69%
Library	\$707,747	\$ 716,234	\$ 593,328	83%
Student Svcs	\$3,126,238	\$ 4,002,985	\$ 2,964,960	74%
Institutional Support	\$2,337,866	\$ 3,882,347	\$ 2,163,153	56%
Plant Oper&Maint	\$3,948,611	\$ 3,005,410	\$ 3,216,738	107%
International	\$5,476,065	\$ 6,459,605	\$ 616,383	10%
IEL	\$1,500,464	\$ 1,562,631	\$ 1,593,086	102%
Total	\$36,243,763	\$ 38,965,253	\$ 28,823,754	74%

see note (2)

NOTES

(1) pending year-end transactions

(2) will review

Board Report: March 2019

SUMMARY: SOUTH SEATTLE COLLEGE

	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (20,528,679)	\$ (19,067,902)	\$ (13,239,040)	69%
State Allocation/Capital	\$ (396,800)	\$ (396,800)	\$ (396,800)	100%
subtotal	\$ (20,925,479)	\$ (19,464,702)	\$ (13,635,840)	70%
<u>Local Revenues</u>				
Tuition	\$ (9,143,081)	\$ (8,089,518)	\$ (7,408,782)	92%
Fees	\$ (2,974,985)	\$ (2,018,525)	\$ (2,678,915)	133%
Running Start	\$ (2,202,711)	\$ (3,200,000)	\$ (2,390,677)	75%
International, IEL	\$ (4,816,124)	\$ (5,045,700)	\$ (4,752,374)	94%
Other	\$ (765,077)	\$ (82,700)	\$ (788,364)	953% see note (1)
Revenue Transfer	\$ 3,031,106	\$ (739,128)	\$ 488	0% see note (1)
Use of Reserves	\$ (1,154,016)	\$ (1,075,618)	\$ (1,075,618)	100%
subtotal	\$ (18,024,888)	\$ (20,251,189)	\$ (19,094,241)	94%
Total	\$ (38,950,367)	\$ (39,715,891)	\$ (32,730,081)	82%
EXPENDITURES				
<i>by type</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Salaries/Wages	\$ 22,250,446	\$ 23,081,269	\$ 17,472,278	76%
Employee Benefits	\$ 7,462,012	\$ 7,350,520	\$ 5,767,493	78%
Contracted Services	\$ 35,856	\$ 160,210	\$ 27,795	17% see note (2)
Supplies	\$ 4,587,855	\$ 6,201,002	\$ 3,602,734	58%
Travel	\$ 267,855	\$ 286,856	\$ 136,445	48%
Equipment	\$ (130,745)	\$ 287,265	\$ 369,656	129% see note (3)
Grnts to Students	\$ 5,222,671	\$ 4,211,912	\$ 3,318,008	79%
Other	\$ (2,556,074)	\$ (2,108,816)	\$ (1,164,813)	55%
Total	\$ 37,139,877	\$ 39,470,218	\$ 29,529,595	75%

EXPENDITURES				
<i>by program</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Instruction	\$ 17,231,103	\$ 18,569,714	\$ 14,226,480	77%
Primary Support	\$ 2,824,293	\$ 2,209,909	\$ 1,439,625	65%
Library	\$ 656,491	\$ 653,030	\$ 542,386	83%
Student Svcs	\$ 4,144,148	\$ 4,286,409	\$ 3,438,501	80%
Institutional Support	\$ 3,372,801	\$ 2,460,618	\$ 2,302,784	94%
Plant Oper&Maint	\$ 3,280,270	\$ 4,878,476	\$ 3,251,307	67%
International	\$ 4,932,339	\$ 4,383,861	\$ 3,006,602	69%
IEL	\$ 698,431	\$ 2,028,201	\$ 1,321,911	65%
Total	\$37,139,877	\$ 39,470,218	\$ 29,529,595	75%

NOTE

(1) pending year-end transactions

(2) & (3) will review

Board Report: March 2019

SUMMARY: SVI

	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (2,375,170)	\$ (1,650,745)	\$ (1,214,666)	74%
State Allocation/Capital				
subtotal	\$ (2,375,170)	\$ (1,650,745)	\$ (1,214,666)	74%
<u>Local Revenues</u>				
Tuition	\$ (108,493)	\$ (999,923)	\$ (622)	0%
Fees	\$ (99,951)		\$ (62,197)	
Running Start			\$ -	
International, IEL			\$ -	
Other	\$ (31,277)		\$ (8,102)	
Revenue Transfers			\$ 81	
Use of Reserves			\$ (391,560)	n/a
subtotal	\$ (239,721)	\$ (999,923)	\$ (462,399)	46%
Total	\$ (2,614,891)	\$ (2,650,668)	\$ (1,677,065)	63%
EXPENDITURES				
<i>by type</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Salaries/Wages	\$ 1,952,924	\$ 1,849,667	\$ 1,337,325	72%
Employee Benefits	\$ 701,193	\$ 638,208	\$ 458,688	72%
Contracted Services	\$ 600	\$ 114,746	\$ -	0%
Supplies	\$ 325,098	\$ 638,923	\$ 260,709	41%
Travel	\$ 1,933	\$ 22,000	\$ 4,583	21%
Equipment		\$ -	\$ 16,069	
Grnts to Students	\$ 48,775	\$ 8,000	\$ 2,159	27%
Other	\$ 59,008	\$ (3,709)	\$ -	0%
Total	\$ 3,089,532	\$ 3,267,835	\$ 2,079,532	64%

EXPENDITURES				
<i>by program</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Instruction	\$ 1,800,947	\$ 1,858,354	\$ 1,207,602	65%
Primary Support	\$ 505,688	\$ 306,586	\$ 215,835	70%
Library			\$ -	
Student Srvs	\$ 62,454	\$ 80,469	\$ 55,057	68%
Institutional Support	\$ 266,690	\$ 502,796	\$ 203,710	41%
Plant Oper&Maint	\$ 453,753	\$ 519,630	\$ 397,328	76%
International				
IEL				
Total	\$3,089,532	\$ 3,267,835	\$ 2,079,532	64%

NOTE:

SVI accounts will close into Central accounts at year-end.

Board Report: March 2019

SUMMARY: SIEGAL CENTER

	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted	
REVENUE					
<u>State Funding</u>					
State Allocation	\$ (9,689,450)	\$ (12,825,107)	\$ (6,651,168)	52%	
State Allocation/Capital					
subtotal	\$ (9,689,450)	\$ (12,825,107)	\$ (6,651,168)	52%	
<u>Local Revenues</u>					
Tuition		\$ (5,315,758)		0%	see note (1)
Fees	\$ (111,347)	\$ (200,000)	\$ (845,124)	423%	see note (2)
Running Start			0		
International, IEL			\$ -		
Other	\$ (703,580)	\$ (1,000,000)	\$ (247,477)	25%	
Revenue Transfers	\$ 14,571	\$ 130,196	\$ (899,391)	-691%	see note (2)
Use of Reserves	\$ (2,020,547)	\$ (500,000)	\$ (500,000)	100%	see note (3)
subtotal	\$ (2,820,903)	\$ (6,885,562)	\$ (2,491,992)	36%	
Total	\$ (12,510,353)	\$ (19,710,669)	\$ (9,143,159)	46%	
EXPENDITURES					
<i>by type</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted	
Salaries/Wages	\$ 6,745,267	\$ 10,824,336	\$ 8,306,406	77%	
Employee Benefits	\$ 2,550,048	\$ 4,405,183	\$ 2,938,438	67%	
Contracted Services	\$ 76,513	\$ 222,839	\$ 167,001	75%	
Supplies	\$ 3,892,178	\$ 6,350,360	\$ 2,948,689	46%	
Travel	\$ 127,880	\$ 302,073	\$ 99,166	33%	
Equipment	\$ 137,679	\$ 157,090	\$ 121,069	77%	
Grnts to Students	\$ 1,650		\$ -		
Other	\$ (969,217)	\$ (2,668,161)	\$ (967,261)	36%	
Total	\$ 12,561,997	\$ 19,593,720	\$ 12,494,870	64%	

EXPENDITURES				
<i>by program</i>	Actual 17/18	Budgeted 18/19	YTD April 2019	% of budgeted
Instruction	\$ 106,404	\$ 482,684	\$ 216,870	45%
Primary Support		\$ 4,082,913	\$ 2,866,572	70%
Library	\$ 200,606	\$ 359,459	\$ 256,245	71%
Student Srvs	\$ 405,940	\$ -	\$ -	
Institutional Support	\$ 14,160	\$ 14,373,811	\$ 9,809,454	68%
Plant Oper&Maint	\$ 11,678,106	\$ 294,853	\$ 464,366	157%
International	\$ 156,781	\$ -		
IEL				
Total	\$12,561,997	\$ 19,593,720	\$ 13,613,506	69%

NOTES

(1) will be adjusted at year-end

(2) needs review

(3) reserves were transferred at the start of the fiscal year to ensure they'd be available.

MEMORANDUM**TO:** Board of Trustees**FROM:** Dr. Shouan Pan
Chancellor**DATE:** June 13, 2019**SUBJECT:** WAC 132F-126 Required Emergency Medical Leaves of Absence – First Reading**Background**

The Department of Education's Office for Civil Rights recommended that colleges separate emergency medical leave procedures from disciplinary procedures. The following addition to the Washington Administrative Code (WAC) is being proposed. This proposal outlines the processes the Seattle Colleges would follow when issuing required or emergency medical leaves of absences to students.

Following a first reading by the Board of Trustees, a public hearing will be scheduled to gather comments. Those comments will be incorporated into a final recommendation that will be presented to the Board at a later date.

Recommendation

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

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



Dr. Shouan Pan
Chancellor

Chapter 132F-126 WAC

REQUIRED AND EMERGENCY MEDICAL LEAVES OF ABSENCE

Section 132F-126-010

Issuing a required medical leave of absence.

(1) The Vice President of Student Services, or the Vice President's designee, (hereinafter collectively referred to as the "Vice President") may require a student to take a medical leave of absence if a student has a physical illness or a mental, emotional or psychological condition and as a result of the condition:

(a) Is engaging in, or is threatening to engage in, behavior that poses a significant danger of causing substantial harm to the health, safety or welfare of the student or others; or

(b) The student's behavior has resulted in substantial harm to the health, safety, or welfare of the student, or others and the behavior continues, or there is a risk the behavior will continue, posing a significant danger of causing substantial harm to the health, safety, or welfare of the student or others; or

(c) The student's behavior has resulted in significant disruption of the teaching, learning or administrative activities of other members of the campus community and the behavior continues, or there is a risk the behavior will continue, with the likely result of such behavior substantially impeding the education processes or proper activities or functions of the college and its personnel.

(2) In determining whether to require a student to take a medical leave of absence, the Vice President shall consult with counseling faculty and, where possible, other persons who can provide relevant information about a student's condition.

(3) Prior to the Vice President requiring a student to take a medical leave of absence, the student shall be provided an opportunity to present information about his or her circumstances, where reasonably possible, to the Vice President. A student waives their opportunity to provide information if he or she is unwilling or unable to meet with the Vice President upon request..

(4) The Vice President shall issue the required medical leave of absence in writing to the student. The written notice shall include the effective date of the leave, the reasons for requiring the leave, the conditions for re-enrollment, and any restrictions imposed on the student's access to the campus or college-sponsored activities.

(5) The required medical leave of absence shall be effective twenty-one days after it is served on the student, unless the student files an appeal.

Section 132F-126-020

Appealing a required medical leave of absence.

(1) A student may appeal the Vice President's decision imposing a required medical leave of absence to the review board. The appeal must be filed in writing with the Vice President of Student Services within twenty days of service of the Vice President's decision. Service of the Vice President's decision shall be complete upon deposit in the United States mail to the student, postage prepaid and properly addressed to the student at the last known address on file with the registrar's office, or by personal service on the student.

Section 132F-126-030

Hearing an appeal of a required medical leave of absence.

(1) Upon receipt of a timely appeal by a student of the Vice President's decision imposing a required medical leave of absence, the Vice President of student services, or the Vice President's designee, shall convene the review board to hear the appeal. The review board may:

- (a) Affirm the Vice President's decision;
- (b) Affirm the Vice President's decision but alter the disposition from imposition of a required medical leave of absence to conditional enrollment under specified directives; or
- (c) Reverse the Vice President's decision allowing the student to remain enrolled without restriction.

(2) The review board's decision shall be in writing and served on the student within seven business days of the hearing. Service of the decision shall be effective upon deposit in the United States mail to the student, postage prepaid and properly addressed to the student at the last known address on file with the registrar's office, or by personal service on the student.

(3) The review board shall be composed of at least three members drawn from a pool of academic deans and staff members not reporting to the Vice President who have been identified by the president. The President shall select one of the members to act as the chair at the hearing.

(4) The Vice President shall notify the student in writing of the time, date, and location of the hearing.

(5) The review board shall conduct the hearing according to the Administrative Procedure Act, chapter [34.05](#) RCW.

(6) The chair of the review board may order the hearing closed to public observation as necessary to protect from disclosure medical or educational records held to be confidential under state or federal law.

Section 132F-126-040

President's review and final college order.

(1) The college president shall review the record and enter the final college order, in accordance with RCW [34.05.461](#)(2) and [34.05.464](#).

(2) If either the respondent or the vice president for student services wishes to file written argument with the president, she/he must file that argument and serve a copy on the other within fifteen days after service of the review board's order. Within seven days after service of any such argument, the other party may file and serve a written response. The president shall have discretion to modify these deadlines and/or to allow oral arguments. However no new evidence, not already part of the record, may be introduced in any argument, except as expressly authorized by the president upon a showing of compelling legal justification and after any appropriate fact-finding.

(3) The president shall personally consider the whole record or such portions of it as may be cited by the parties. A party's failure to present any argument shall mean that the party is citing "none" of the record.

(4) Within ninety days following the later of the conclusion of the hearing or the review board's receipt of closing arguments, the president shall either remand the matter for further proceedings, with instructions to the review board, or enter a final order in the matter. The president shall have all of decision-making power that he/she would have had if presiding over the hearing, including the power to affirm, reverse, or modify the review board's decision.

(6) The president's final order shall include, or incorporate by reference to the review board's initial order, all matters required by RCW [34.05.461](#), and in accordance with RCW [34.05.464](#). It shall also include notice to the respondent of his/her right to seek judicial review under RCW [34.05.510](#) et seq.

(7) Copies of the final order shall be served on the respondent, the vice president, any legal counsel who have appeared, and the review board's chair.

(8) The decision of the president shall be the final district action in the matter.

Section 132F-126-050

Emergency medical leave of absence.

(1) The Vice President may immediately require a student to take an emergency medical leave of absence if the student has a medical, or mental, emotional or psychological condition and as a result of the condition:

(a) The student is engaging in, or threatening to engage in, behavior that poses a significant danger of causing imminent and substantial harm to the health, safety, or welfare of the student, or others; or

(b) The student's behavior has resulted in substantial harm to the health, safety, or welfare of the student, or others and the behavior continues, or there is a risk the behavior will continue, posing a significant danger of causing imminent and substantial harm to the health, safety, or welfare of the student, or others; or

(c) The student's behavior has resulted in significant disruption of the teaching, learning or administrative activities of other members of the campus community and the behavior continues, or there is a risk the behavior will continue, with the likely result of such behavior imminently and substantially impeding the education processes or proper activities or functions of the college and its personnel.

(2) A decision by the Vice President requiring a student to take an emergency medical leave of absence shall be in writing and served on the student. The decision shall set forth the reasons for requiring the leave, and as appropriate, any restrictions imposed on the student's access to the campus or college-sponsored activities. Service of the decision shall be effective upon deposit in the United States mail to the student, postage prepaid and properly addressed to the student at the last known address on file with the registrar's office, or by personal service on the student.

(3) A student subject to an emergency medical leave of absence shall be provided a hearing before a presiding officer appointed by the College President to review the Vice President's decision. The hearing shall occur within three business days of the student being served with the Vice President's decision imposing the emergency medical leave of absence unless a student elects to waive his or her right to a hearing. Except as otherwise provided herein, the process for conducting the emergency medical leave hearing shall be pursuant to the Administrative Procedure Act, chapter [34.05](#) RCW.

(4) An emergency medical leave of absence shall take effect immediately and remain in effect until the review board or President reinstate the student. The Vice President may at any time decide to reinstate the student under an emergency medical leave when the Vice President determines that the reasons for the emergency medical leave of absence no longer exist.

Section 132F-126-060

Returning from a required or emergency leave of absence.

(1) A student wishing to be considered for reenrollment to the college shall submit an application for reenrollment to the Vice President at least one month prior to the start of the quarter in

which the student wishes to reenroll. The student shall provide appropriate documentation with any conditions for reenrollment set forth in the Vice President's decision. If a student files an appeal of the Vice President's decision, and the conditions for reenrollment are modified by the review board, the student shall provide evidence that the conditions set forth in the review board's order have been met. A student must also meet all other admission or enrollment requirements of the college for reenrollment.

(2) The Vice President shall consult with counseling faculty and, where possible, other persons who can provide relevant information about a student's condition prior to determining if the student may reenroll.

(3) The Vice President shall notify the student in writing of the decision and the conditions associated with the approval or denial for reenrollment.

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: June 13, 2019

SUBJECT: 2019-2020 Board of Trustees Meeting Schedule

Background

In accordance with Seattle Colleges District Policy 126, "Meetings of the Board of Trustees – Guidelines," the attached schedule of Regular Meetings is proposed. All Regular meetings take place on the 2nd Thursday of the month at 3:00pm, except in December when the meeting will be held on the 3rd Thursday of the month. This change to the regular schedule is due to a conflict with the WACTC schedule.

Recommended Action

It is the recommendation of the administration that the Seattle Colleges Board of Trustees review the proposed meeting schedule for the 2019-2020 year, and if acceptable as written, approve the proposed schedule.

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



Shouan Pan, Ph.D.
Chancellor



BOARD OF TRUSTEES, PROPOSED 2019-20 MEETING SCHEDULE

Regular meetings are held on the second Thursday of the month, except December when the meeting will be on the third Thursday of the month. Study Sessions begin at 1:30 p.m. **Regular meetings begin at 3:00 p.m.** Dates and locations of the meetings are noted below.

September 12	South Seattle College	6000 16 th Avenue SE Seattle, WA 98106
October 10	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
November 14	North Seattle College	9600 College Way North Seattle, WA 98103
December 19	South Seattle College	6000 16 th Avenue SE Seattle, WA 98106
January 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
February 13	North Seattle College	9600 College Way North Seattle, WA 98103
March 12	South Seattle College	6000 16 th Avenue SW Seattle, WA 98106
April 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
May 14	North Seattle College	9600 College Way North Seattle, WA 98103
June 11	South Seattle College	6000 16 th Avenue SW Seattle, WA 98106
July 9	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122

MEMORANDUM

TO: Board of Trustees
FROM: Shouan Pan, Chancellor
DATE: June 13, 2019
SUBJECT: Report to the Board of Trustees

I. Student Success**League for Innovation Art & Literary Awards**

As part of our membership in the League for Innovation, Seattle Colleges is invited to participate in a juried competition for student writers and artists. The annual celebration of district competition winners was held at North Seattle College on May 29. Fifteen students were honored for their writing in four categories: Essay, Fiction, Poetry and One-Act Play. Six students were recognized for their winning art works. Winners from the district competition are entered into a national competition, and we are proud to share that Hai Ying Deng has placed as the Best of Show winner for the art competition for her work, "Life Abounds by the Lotus Blossom" (color inks on rice paper). Results from the national writing competition are expected this summer. A special thank you to the district faculty coordinators, Mike Hickey and Phillippe Hyojung Kim, who organized this year's competition.

SCCTV covers opening of North's Equity and Welcome Center

SCCTV proudly featured North's Equity and Welcome Center interviewing D'Andre Fisher, North Seattle Colleges' Associate Vice President of Equity, Diversity, and Inclusion. D'Andre talks with us about North's newly opened Equity and Welcome Center. <https://youtu.be/UB1FaPJU6KI> Look for this episode on @ Seattle Colleges Sunday nights at 8:30 pm on SCCTV. SCCTV broadcasts throughout Seattle on Comcast Ch 28, Wave Ch 19, Century Link Ch 8005/8505 and live-streams a live simulcast on our home page, www.seattlecolleges.tv.

II. Organizational Excellence**Budget Open Forums Held across the Colleges**

During the month of May, Interim VC of Administrative Services, Jennifer Howard, and Chancellor Pan held four budget open forums at the three colleges and Siegal Center. Faculty, staff, and administrators had the opportunities to ask questions and provided feedback on the proposed budgetary allocations, particularly on the investment focuses related to the Strategic Goals. In addition, VC Howard and Chancellor Pan held listening sessions with the BOT's Finance Subcommittee and college vice presidents. Modifications were made to the budget as a result of the feedback. All Open Forums were well attended.

Understanding Implicit Bias Training Sessions Offered

The Office of Vice Chancellor of Administrative Services contracted Ilsa Govan, co-Founder of Cultures Connecting, to provide two Understanding Implicit Bias Training sessions at Seattle Central College and North Seattle College on Wednesday, May 29. Over 70 faculty and staff from Seattle Colleges participated in the highly engaging training sessions.

III. Partnerships**Seattle College Administrators Attended GSBA Scholar Dinner**

The Greater Seattle Business Association held its 2018 EQUILUX: The Taste of GSBA at the Westin Seattle on Friday, May 17, 2018. Seattle Colleges' presidents, associate vice presidents for Equity, Diversity, and Inclusion, chancellor Pan, and other administrators attended the successful LGBTQ Scholarship fundraiser. Each year, LGBTQ scholars receive scholarships to attend colleges and universities, including Seattle Colleges, across the country.

VC Chancellor Howell and Chancellor Pan Spoke at International Leadership Foundation-Seattle Advisory Board Inauguration

The International Leadership Foundation (ILF) Seattle held its 2019 Advisory Board Inauguration Ceremony on Saturday, May 18. VC Howell and Chancellor Pan were both recognized and invited to speak at the Inauguration Ceremony. Ms. Hsiao-Yan Wu, Seattle Colleges Foundation Board member, serves as the President of the ILF-Seattle.

IV. Pride Points**Warren Brown receives honor from Portland State University**

Warren Brown, President of North Seattle College, was selected by Portland State University, his Master's Degree alma mater, as the 2019 recipient of the President's Diversity Award in the distinguished alumni category. President Brown was recognized at a ceremony on May 30 and applauded for his outstanding accomplishments in championing diversity, inclusion, and equity.

SSC's Molly Mitchell Received 2019 ACT Equity Award

Molly Mitchell, Director of Student Support Programs of Seattle Central College, was selected to receive the 2019 ACT Equity Award. She was recognized at the 2019 ACT Conference on May 23. Trustee Peralta introduced Molly at the ACT Award Dinner, and Molly spoken passionately about the importance of promoting equity, diversity, and inclusion in her acceptance speech. SCC Vice President of Student Services, Yoshiko Harden, and Chancellor Pan attended the Awards Dinner. Dr. Sheila Edwards Lange nominated Molly for this award in recognizing Molly's commitment and outstanding work in applying the value of equity, diversity, and inclusion in her daily work with students and employees at SSC.

Celebrating Tenured and Core-Status Faculty

On Thursday, March 11, 2019, the Board of Trustees granted Tenure status to 16 faculty members who represent various different disciplines across the three colleges. On May 14, a special reception in their honor was held at SCC's One World Dining Room. In addition, 4 faculty members who achieved the Core Status were also honored at the Reception. College presidents Brown, Edwards-Lange, Rimando Chareunsap, Trustee Batayola, AFT-Seattle President Stofer, and Chancellor Pan joined a room full of family members of the honorees in this special celebration.



MEMORANDUM

TO: Board of Trustees
FROM: North Seattle College President Dr. Warren Brown
DATE: May 30, 2019
SUBJECT: Report to the Board of Trustees

I. Institutional Excellence

- **North's Partnership with Russian University Amur State**

As a part of a partnership agreement between North Seattle College (NSC) and Russian University, Amur State (AmSU), the NSC Rocketry Club will be taking a payload, which recently arrived at North and was created by AmSU students, to the International Rocketry competition in June. Additionally, Dmitry Fomin, AmSU Russian doctorate of physics, is scheduled to come to NSC to counsel NSC students on the payload and will accompany them at the International Rocketry competition in June. This partnership is a first of its kind for any community college to partner with a Russian institution in sharing rocketry technology.

II. Pride Points

- **North Service Awards**

North will honor employees during the college's Annual Employee Service Awards on June 5. The college recognizes employees with five to 45 years of service, employees who are retiring and the Classified Employee of the Year.

- **North Career Fairs**

North recently held its annual Healthcare Career and Transfer Fair and the Aerospace and Engineering Technologies Job Fair connecting over 100 students with representatives from area employers, career training programs, four-year institutions and professional programs.

- **Latina Symposium Held at NSC**

The sixth annual Latina Symposium, an event hosted by NSC's Parent Education Program and Somos Mujeres Latinas, was held recently. The symposium creates community and provides informative and educational resources. The symposium addressed issues of equity, diversity and inclusion (EDI) and D'Andre Fisher, NSC Associate Vice President for EDI was awarded the Alliance Award.

III. External Affairs

- **President Brown Contributes to Legislative Campaign for University Family YMCA**

North President and former YMCA board member, Warren Brown, wrote letters to Washington State legislators as a show of support for the University Family YMCA's Building Communities Fund legislative campaign. The campaign culminated in a \$2,000,000 Building Communities capital request fund, which will contribute to a 50,000 sq. ft. facility with a 2,000 sq. ft. gathering space for community and serve as the heart of health, fitness, youth development and community in North Seattle.



SEATTLE CENTRAL COLLEGE

One of the Seattle Colleges

PRESIDENT'S OFFICE

1701 Broadway, Seattle, WA 98122
Main 206.934.5417 • Fax 206.934.4390
seattlecentral.edu

MEMORANDUM

TO: Board of Trustees
FROM: Sheila Edwards Lange, Ph.D., President
DATE: June 13, 2019
SUBJECT: Seattle Central College monthly report

STUDENT SUCCESS

Seattle Central student attends journalism conference

Lena Mercer, the managing print editor of the Seattle Collegian, was awarded a full travel grant by The Nation to attend their 2019 Nation Student Journalism Conference in New York last month. She joined 60 other student journalists from across the country to tackle the question of how to report on emerging social movements and their impact on American politics.

INSTITUTIONAL EXCELLENCE

Annual Believe gala pushes education into reach for students

In April, over 450 community leaders and education advocates filled Fremont Studios for the college's annual Believe Gala, raising more than \$470,000 to support Seattle Central students. All funds raised will support Central Commitment scholarships to assist students with financial need.

EXTERNAL AFFAIRS

College partner earns grant to support community and technical colleges

The University of Washington (UW) Community College Research Initiatives recently received an NSF Advanced Technological Education (ATE) grant. The funds go toward studying and up-scaling data-informed improvements to technical education programs. Seattle Central and a number of other community and technical colleges in the state are partnering with the university.

PRIDE POINTS

Director honored with statewide award

Molly Mitchell, Seattle Central's director of Student Support Programs, recently received the Association of College Trustees (ACT) Equity Award. Nominated by the Seattle Colleges Board of Trustees, the award recognizes exemplary commitment to achieve equity in the development, administration and delivery of educational programs and services in the community and technical college system.

Seattle Central student named UW scholar

Yonas Abraha was recently named a [Martin Achievement](#) Scholar. This scholarship will provide Abraha with scholarship support during his final year at Seattle Central next year and up to three years of support at UW, upon successful admission.

College remembers Holocaust victims

Last month, Seattle Central students and staff marked Yom Hashoah on May 2 with a full day of presentations, films, displays, and testimonials to remember the six million Jews and five million non-Jews who died in the Holocaust.



MEMORANDUM

TO: Board of Trustees
FROM: Rosie Rimando-Chareunsap, President
DATE: June 13, 2019
SUBJECT: Report to the Board of Trustees

I. **Student Success**

- South is seeing a steady increase in Running Start student population and completion. This population has been increasing over the years (8% enrollment increase for spring quarter compared to last year), and we are already seeing an increase in the number of graduates. This time last year we had 38 Running Start graduates apply, and now we have 59 so far (a 38% increase).

II. **Institutional Excellence**

- South faculty held a development day on May 8 focused on centering students in teaching, developing anti-racist curriculum, and grant applications. Classified employees also held a development day May 8 where they learned about the retirement system and networked with colleagues.
- South celebrated staff and faculty's dedication to the institution on May 20 with the annual Service Awards. In total, 84 employees were recognized for a combined 960 years of service. Additionally, on May 23, South celebrated student employees' contributions to the college with the Student Serving South ceremony.

III. **Financial Health**

- South held its final college-wide budget forum of the academic year on May 29, hosted by President's Cabinet and College Council. The forum was the culmination of a collective yearlong effort to address budget challenges and opportunities for the upcoming year.

IV. **External Affairs**

- President Rosie Rimando-Chareunsap was the keynote speaker for the Naguilianders of Pacific Northwest's 30th Anniversary Celebration on May 18, invited in honor of her dedication to academic excellence and achievements in higher education.
- Seattle City Councilmember Lorena Gonzalez visited May 9 to learn more about South's collaboration with United Way to provide Benefits Hub financial support and our services to low income, homeless, and food insecure populations – including our food pantry. The visit was led by Dagim Haile-Leul, Interim Director of Retention & Completion, with help from many others.

V. **Pride Points**

- South held a Memorial Day flag ceremony and campus wide barbeque on May 23 to gather and pay homage to veterans who are no longer with us. To-go BBQ boxes were available for students observing Ramadan.

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

- SLMP congratulates Coordinator Quynh Nguyen and members of the Student Fee Board on their successful presentation of North's budget to the Board of Trustees. This presentation was the culmination of months of visits to various programs around campus, hearings, interviews, and review. Cuts were made carefully and transparently, operating within an equity-based framework; these decisions will allow all programs to preserve their core functions.
- Student Body President Elijah Garrard and Student Cabinet Coordinator Afsara Sadiya chaired the hiring committee for the 2019-2020 cohort of Student Leaders. The committee hired 29 students, including a President and coordinators for Equity, Sustainability, Student Cabinet, Research and Advocacy, and Events. SLMP will run a second hiring process to fill the three remaining positions of Club Council Coordinator, Communications Officer, and Finance Officer.
- From 5/31 to 6/5, Student Leaders will be meeting with four candidates for the Dean of Student Life position at North.

Campus Events

- **Smash Bros Tournament** (4/30): Events Board and North Seattle Gaming Club teamed up to host a popular gaming tournament with free pizza and prizes for winners.
- **National Teacher's Day** (5/7): Student ambassadors from International Programs invited students to share stories and anecdotes of teachers who changed their lives.
- **Mother's Day** (5/9): Students had the opportunity to make cards and flower crafts.
- **National Eat What You Want Day** (5/9): Hosted by International Programs, student ambassadors distributed fun foods in the Grove.
- ***Farewell: Shikata Ga Nai*** (5/15): Student Leadership co-hosted this dance piece exploring the impacts of racism and injustice on Japanese-Americans in WWII. The performance was followed by light refreshments and a Q&A with local activist Stan Shikuma.
- **Readiness Academy** (5/15): Volunteers from Student Leadership helped Student Success Services host incoming students, run icebreakers, and discuss differences between high school and college.
- **Sports Day** (5/17): Teams of students signed up at the International Programs Office for the chance to compete and win prizes at North's Roy Flores Wellness Center.
- **NSC Student Art Exhibition** (5/15 to 6/14): This juried show features art made by North students during the 2018-19 school year.
- **Effective Communication in the Workplace** (5/23): Certified transformational coach Curtiss Calhoun led this co-curricular workshop.
- **Open Mic** (5/23): Students, faculty, and staff gathered to share talents, music, poetry, stories, theater, and dance.

- **LSR Publication Party (5/30):** The Literary Guild hosted a dinner to celebrate the release of *Licton Springs Review 2019*, a free literary-art magazine made entirely by North students and featuring writing, poetry, and art by NSC students and alumni. Student artists, writers, and poets had the opportunity to talk about their work to a gathering of friends, faculty, and staff.



MEMORANDUM

TO: Board of Trustees
FROM: ASC Seattle Central College
DATE: May 30, 2019
SUBJECT: Report to the Board of Trustees

I. Student Success

1. Unity Fair 2019 – We had our Unity Fair on Thursday 23 May 2019 from 10:00 – 4:00PM.
2. Africa Day Celebration – the student club, African Student Association hosted a day to celebrate the African continent and the vast culture and food of the African continent.
3. Yom Hashoah – Seattle Central Students and faculty marked Yom Hashoah on May 2nd with a full presentation, films, displays, and testimonials to remember the 6 million Jews and 5 million non-Jews who died in the Holocaust. Read more [here](#).
4. Improvement in the SCC App use. Document Attached.
5. We are hiring next year's council members for the Student Government Body, we'll know the results by the second week of June.
6. SCC Graduation Fair June 6th 1:00 – 3:00PM. It's going to take place in front of the Bookstore, please come and join us, we would love to have you.

Student Activities

1. Suikawari – Japanese Watermelon Smashing May 23rd
2. Kayaking May 4th
3. Holi – Indian color festival April

II. Institutional Excellence

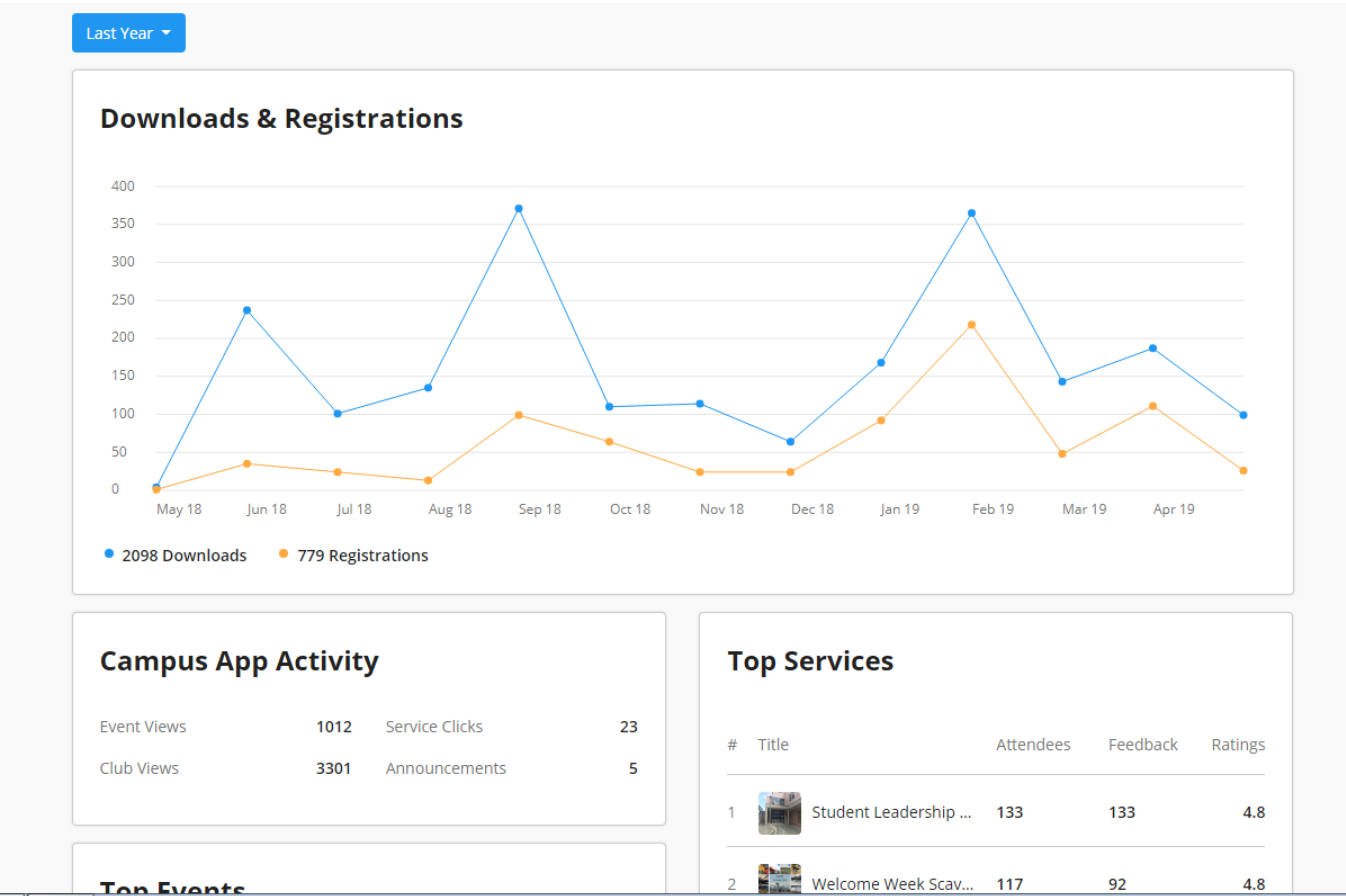
1. Molly Mitchel, Seattle Central's Director of Student Support Programs received the Association of College Trustees (ACT) Equity Award.



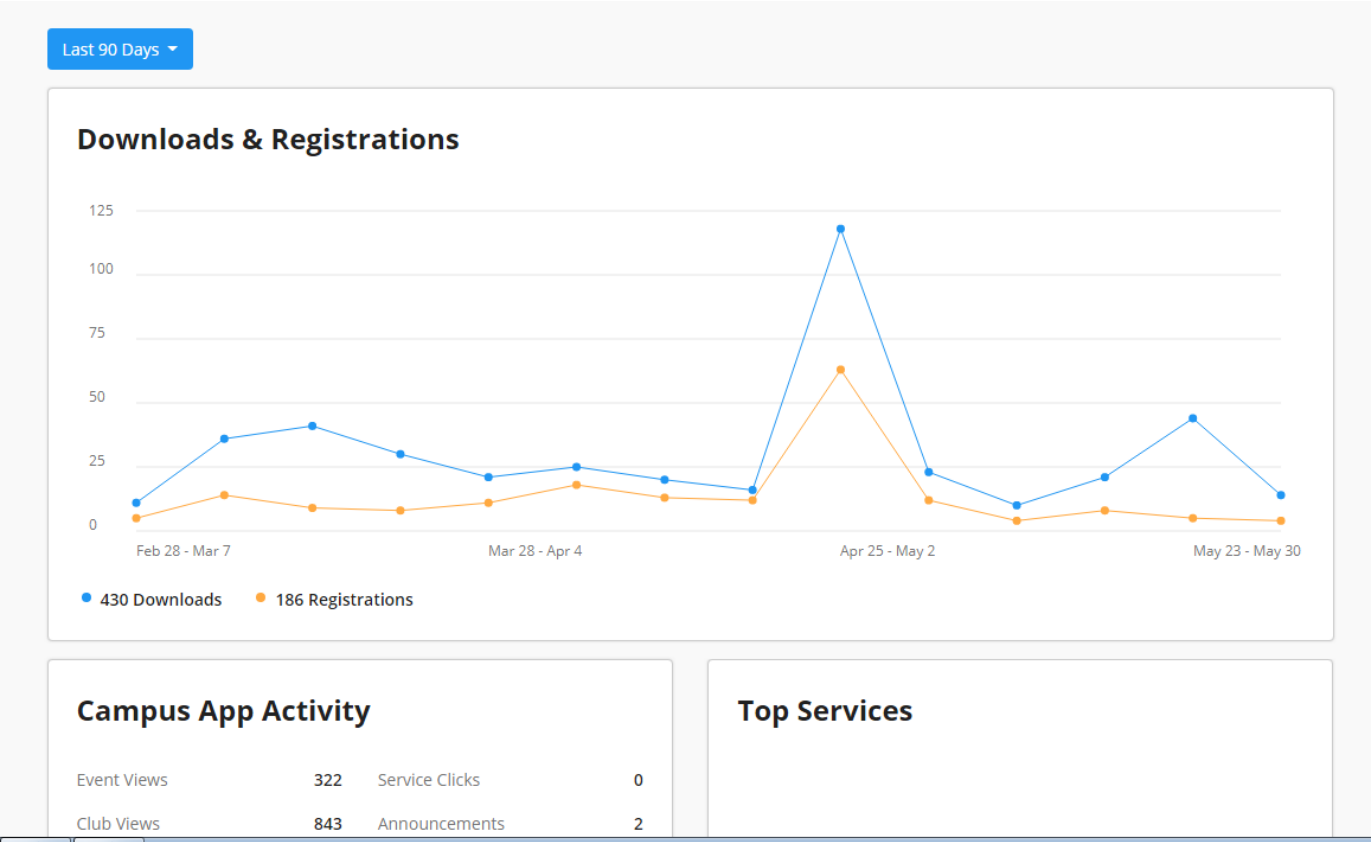
III. Pride Points

1. One of our own students, Yonas Abraha was selected for the 2019 Martin Family Foundation Achievement Scholars. More [here](#)
2. We are excited about the news in college level math improvements in WA Community Colleges including SCC. More [here](#)

Usage from May 2018 – April 2019



Usage from Last 90 Days



MEMORANDUM

TO: Board of Trustees

FROM: Jeffrey Campbell
President, United Student Association

DATE: June 13th, 2019

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

Clean Air Task Force Survey, Community Forum and Recommendation Letter

Clean Air Task Force representatives Jeffrey Campbell (USA President) and Ward Ryder (Faculty) finalized the campus wide survey. The final proof was sent to College Council and the C.A.T.F. and approved for distribution. The survey process was conducted from April 2nd to April 12th, and then went under a comprehensive analysis for the data to be compiled for the campus community, President and President's Cabinet. The data was then discussed at the CATF community forum on April 23rd at 1:00 pm, as well as the most recent college council meeting on May 6th. At this meeting, College Council voted unanimously to accept the recommendation letter submitted from the C.A.T.F. and has forwarded it on to the President's Office and President's cabinet. President Rosie has shared the recommendation with Cabinet and will begin to discuss this at Cabinet next week.

Clean Air Task Force Update – Post President Cabinet Meeting**A synopsis of a letter received from President Rosie on 5/14/2019**

“After very careful discussion and consideration, including many of the factors that you also had considered and discussed, **Cabinet has decided to accept the recommendation that the college go smoke-free.**

This conclusion did not come easy, as there are many, many considerations to plan for and study. We know, for example, that we need to study and prepare for impacts on enforcement, facilities, maintenance and custodial, signage and communication. We also appreciate that this impacts individuals who chose to smoke and will alter their habits and needs during the workday. Our reason for supporting this decision is that we believe it advances us towards the college we hope to become. We are a college that cares about our employees and students, and one that seeks to support a productive and healthy work and learning environment. We feel this decision aligns with that concept, and our work is now to carefully develop an implementation plan.

We agree with your recommendation to take a year to plan and engage around this work, and to initiate an implementation committee and complete early study to properly appreciate the costs to make this policy change, and the steps we need to prepare for it. I do want to caution that though we accept the recommendation, we may alter the implementation as we learn more

about how to do this well. We accept the recommendation to go smoke-free and will also work toward your other recommendations as we make the plan.”

Student Wellness Center – Campus Enhancement Fee

United Student Association 2018 - 2019 Position Statement:

The Construction of the Wellness Center

Date: May 3rd, 2019

The United Student Association agreed unanimously to not support any of the three new building designs and layouts proposed by the Campus Enhancement Fee Committee. We are in support of continuing the process of building the original design of the Wellness Center that was presented to the Campus Enhancement Fee Committee by SRG Architects after stakeholder input was gathered to create designs from November 2016.

In 2015, the students (stakeholders) of South Seattle College held a referendum that was in support of instituting the Campus Enhancement Fee, with the first project named to be the building of a Wellness Center. The referendum for the campus enhancement fee passed with the structure of the fee to be \$9 per credit, with a maximum of \$90 per student, charged each quarter.

Since 2015, The Campus Enhancement Fee has generated approximately \$2.4 million dollars. As of now, with the financial information that has been provided from administration, the United Student Association sees no reason financially to not build the original design of the Wellness Center that was agreed upon by the stakeholders from 2016. The United Student Association believes that the stakeholders of South Seattle College should be given the Wellness Center that was agreed upon by the committee members including students involved in the original design.

If the original design does not move forward, USA will host a student forum where the campus administration needs to provide stakeholders detailed information including comprehensive budget review, where the Campus Enhancement Fee Committee must show to the students the financial reasons to why the original design cannot be built.

Additionally, it is the recommendation on behalf of the United Student Association, that By-Laws be drafted and adopted to govern the Campus Enhancement Fee, to safeguard roles and responsibilities, to protect student paid fees, and to ensure that the Campus Enhancement Fee Committee is comprised of a majority of student voting members.

Student Referendum for Construction of new Gymnasium/Wellness Center - Historical Document from May 2015

WHAT IS IT?

Students are being asked to approve a new fee to pay for a new Gymnasium/Health & Wellness Center. The gymnasium would be located east of Olympic Hall and slated to break ground during the Winter quarter of 2016. The new gymnasium will include an indoor basketball court, larger cardio and weightlifting areas, multipurpose workout room, locker rooms, and include an outdoor soccer field. All current students are eligible to vote.

HOW MUCH IS IT?

No more than \$9 per credit up to 10 credits.

WHAT DOES IT PAY FOR?

The fee collected will be used to build the health and wellness center. Construction may happen in phases starting with construction of the main Health & Wellness facility, the second phase will be the indoor basketball court and the third and final phase is an outdoor soccer field. After these projects the fee will be governed by a committee lead by students to identify future student spaces to build or renovate.

I agree that a student enhancement fee should be assessed:

Yes No

FINAL RESULTS—636 STUDENTS VOTED May 12, 13 & 14, 2015:

369 YES

168 NO

Done in the unanimous consent of the parties below, present the academic year of

Date: 5/3/2019 IN WITNESS whereof.

Witness:

Jeffrey Campbell
President - Jeffrey Campbell

King Nguyen
Vice President - King Nguyen

Kim Parafina
Secretary - Kim Parafina

Andy Le
Treasurer - Andy Le

Jay Choe
Issues and Concerns Officer - Jay Choe

Danny Le
Public Relations Officer - Danny Le

Linh Vo
Sustainability Officer - Linh Vo

Amal Mohamed
Diversity and Inclusion Officer - Amal Mohamed

Student Wellness Center – Campus Enhancement Fee – Post USA Meeting President Follow-Up

To our USA leadership-

Thank you for sharing your position statement regarding the Wellness Center project. I have carefully considered your position, discussed with our subject matter experts and the President's Cabinet.

As I shared with you in the recent USA Meeting, I am dedicated to two things regarding this project:

- 1) to only build the building that we can responsibly afford to pay off over a 20 or 25 year COP, and
- 2) to maximize the square footage within the available budget.

It is apparent to me now that while construction costs have increased and enrollments are decreasing (reducing our fee collection capability), that a 17,000+ sqft building is within reach. However, to be a responsible steward of student and state funds, I need to ensure that our fiscal analysis and plan are sound and that the college is fully prepared with both construction and financial contingencies written into the plan (for example, enough additional funds to cover construction cost overruns, and funds to cover any declining financial circumstances in future years).

This means that we will not meet the current deadline. However, it means that we can be better prepared to go for the original building design instead of a modified smaller one.

Considering your requests and suggestions, and my discussions with my colleagues, here is how I recommend that we proceed with a revised project:

1. We will seek further information from the SBCTC (state board) to understand the timeline for upcoming COP requests and develop a decision and implementation timeline.
2. Cabinet will develop a financial plan that captures likely continuing declines in enrollments (and therefore, revenue collection), includes a \$25 per student use fee approved by USA, and includes both construction and yearly annual contingencies.
3. Cabinet will then carefully study and document the risks and implications of this revised fiscal analysis.
 - a. The intention is for the various subject-matter experts in finance and enrollment and data to provide thorough considerations for further discussions (see below). This is also to avoid a back-and-forth between Cabinet/President's office and the group described below. We provide ALL possible and confirmed data up front.
4. Together with USA leadership in the early fall, we mutually convene a fiscal review committee consisting of campus leadership/subject matter experts and students *to review and adopt a new fiscal model in time for COP submission*. I propose that this be in balance, rather than majority students.
 - a. The reason is that while student funds make up a large proportion of the funding, I argue that funds are not the only asset that is of value and at stake. The college entity itself bears all the risks of responsibility of managing the building, adhering to ongoing compliance issues regarding state-run properties, and bears all the risks of financial responsibility should a future student body seek to end the campus enhancement fee prior to paying off the COP. I must ensure that decision-making protects BOTH the student interest and the interests of the college into the future.
 - b. Please note that the work of this committee would focus on funding for the original design. This means that this group will NOT take on or consider other design changes or decisions. The reason is that to do so requires ongoing payments to the architecture firm for any and all modifications. We must seek to realize savings by NOT incurring further design costs.
5. This review committee then formally recommends to President's Cabinet whether or not to fund the original 17,000+ sqft plan.



- a. Please bear in mind that only the President can obligate the institution to a COP, so this recommendation must come to me/Cabinet for adoption. This group cannot obligate the college to a COP directly.

Again, thank you for your engagement on this project, and your steadfast protection of student funds. I hope to honor the good work of the USA leadership, the Campus Enhancement Fee/Wellness Center Committees now and of the past, and the work of SRG architects thus far. I believe we can re-invigorate this project and arrive at a celebratory groundbreaking together!

Rosie

“A Plastic Ocean” Film screening April 18th

USA Sustainability Officer Linh Vo conducted a documentary showing to students called “A Plastic Ocean” held in JMB 128 on April 18th. The goal for the screening was to raise awareness to the students at South Seattle College on the detrimental impact that plastics have on our surroundings, especially our ocean. The event consisted of a 20-minute documentary showing followed by an interactive game called Kahoot, which was comprised with the questions and knowledge from the documentary and presented new pieces of information about plastic pollution to the student participants.

The event was a great success. Thirty-three students showed up and enjoyed the documentary. The showing was divided into two sessions, one in the morning and one in the afternoon to appropriately accommodate the busy schedules of South students. South faculty Member Janet Kapp agreed to bring her class to the afternoon showing so a lot of meaningful conversations were created regarding the issue of plastic pollution on campus. Students mentioned how much they appreciate the efforts that were put in to engage more individuals with sustainability on campus. USA’s Sustainability Officer Linh Vo even proposed her initiative to ban plastic water bottles on campus to the students, and all students were in agreement of the proposal.

USA presents - Earth Fest – April 22nd – 26th

We had over 200 students engaged in Earth Week activities this year. USA Sustainability Officer Linh Vo was the coordinator and activities ranging from speaker sessions, a Duwamish trail walk, to volunteering opportunities with Phi Theta Kappa, culminating on April 25th with “Earth Fest”. Many local organizations, such as Slurp-C, the Community Orchard of West Seattle, and non-profit organizations, like 350 Seattle, Washington Conservation Voters, Sunrise Movement, Washington Bus were present to show support and promote their businesses and sustainability initiatives around the Puget Sound Area.

The Culinary Club was also present at the event to serve fresh garden salads and berries smoothies. It was a refreshing collaboration between the culinary department and USA. Free produce was also given out to promote healthy and organic eating. Student and Activities Program (SAP) board members were also in attendance at the event with a table providing a game for students to paint ceramic pots.

USA on Canvas:

USA Secretary Kim Parafina has completed USA's first Canvas shell as a means to communicate and keep students informed of all things going on with student government and in Student Life. It is now live and available for students to enroll in. The USA team is currently working on promoting the Canvas page.

Students of Color Conference April 18th – 20th

Dean of Student Life Dan Johnson and six students attended the annual Students of Color Conference in Yakima, Washington. Keynote Speakers Included Matika Wilbur, Michael Tuncap, Native Vision and Yosimar Reyes.

The mission of the Multicultural Student Services Directors' Council (MSSDC) is to promote the recruitment, retention and successful completion of educational programs for students of color. To affirm and value all differences. To recruit, retain and graduate underserved student populations. To educate and enrich the campus and surrounding communities. To honor, celebrate and embrace different groups and their unique contributions to the American Mosaic. To act as a resource for multicultural issues.

The Multicultural Student Services Directors' Council is comprised of Directors from the Washington State Community and Technical Colleges. Their goal is to advocate for greater institutional responsiveness to the Asian/Pacific-American, African- American, Latino/a, multiracial and Native American/Alaskan Native communities, and that authorized institutions continue to improve state-wide policy and expand services and programs to further meet the needs of students of color, students from other historically marginalized groups and professional needs of Council members.

This year's conference was guided by five main themes:

- Identity Development: introduce students to concepts and structures that will strengthen their ethnic and/or racial identity.
- Awareness of Others: these workshops are designed to increase students' awareness, knowledge, and understanding related to race, ethnicity, and other differences of groups other than their own.
- Skill Development: students build and learn skills that they can use to achieve their full potential.
- Social Justice/Social Activism: these workshops will introduce and/or advance students' understanding of the importance of becoming social agents of change.
- Personal Development: students learn the importance of health and wellness issues related to the mind, body, and soul.

South's Year 7 Accreditation Visit by the NWCCU April 24th – 26th

USA Officers were very engaged with NWCCU representatives throughout the visit, including the welcome breakfast, a specific meeting with a NWCCU representative with the USA board, the student forum on the 24th, the Accreditation evaluator meeting with College Council on April 25th and finally for the Accreditation ALL-CAMPUS Exit Meeting.

The NWCCU evaluators were very impressed with South's passion and dedication for student success. In addition to the Commendations and Recommendations, they also provided compliments to our college. They remarked on the superior hospitality—our culinary students and chefs, music students who performed, the warmth with which they were received were above and beyond their typical experiences on evaluation visits. They also called out the beauty of our campus grounds, and the culture we are building around transparency and communication, as well as the safe environment we foster with intention.

Student Life Development Day April 17th

Student employees of Student Life participated in our quarterly development day with the topic of "Life After South," which included an alumni panel which focused on giving tips about what the university experience is like, and finally learning tips about having personal resumes updated or created before graduating.

USA hosts President Rosie Rimando-Chareunsap and Interim Vice President of Student Services Joyce Allen at USA meeting April 30th

USA hosted the quarterly meet and greet with President Rosie Rimando-Chareunsap and Interim Vice President of Student Services Joyce Allen. USA was very grateful for their participation in the meeting, and was curious to find out how the campus President and V.P. of S.S. was going about support for students on topics such as student engagement and interaction, sustainability on campus, school spirit, USA connecting with staff and faculty on campus, the Student Wellness Center, student concerns and complaint process, student issues in relation to the state's legislative process including Open Educational Resources (O.E.R.), financial services, student onboarding and completion and the Washington State Need Grant. USA will be following up in the coming week.

Referendum on the USA Constitution – Elections to Selections

During our elections process, students voted in favor to pass the STUDENT REFERENDUM TO AMEND THE USA CONSTITUTION **PASSES**

232 Voters:

USA constitution amendment	YES : 167	NO: 22
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WHAT ARE THE MAIN CHANGES?

1. The USA is proposing to transition from a traditional election model where students run and campaign for a position, and are voted for by the student body in an election, **to a selection model consisting of an application and interview process by a Selection Committee.**
2. Updating the daily operating guidelines, RCW's and accurately reflecting the USA Bylaws.

Why Change?

For the past five years, USA teams have discussed this topic and have been in favor of a selection application and interview model.

We believe this process is better because:

1. Election turnouts are typically only 5% of the student body. This low voter turnout does not fully express the diverse student participation and the purpose of the process. Despite shifting to online elections, the participation still did not improve.
2. Student Government positions often remain vacant and uncontested. For example, in the last 2 years, only 4 of the 8 positions have been filled.
3. We feel more students will participate in a selection process that models a more traditional job application and interview process than a competitive campaign.
4. The student government team will more closely reflect the diversity within our student body. The objective of WA legislature is to have a representative student association on campus to support and speak for the student body and allocate student fees. The United Student Association officers should be selected from a variety of backgrounds, interests and experiences including domestic, international, students of color, disability, and vocational students, and more aligned to express the diverse ideas and advocate for the many aspects of student programs on campus.

The selection committee process and representation will be determined after the Referendum conducted by the outgoing USA team and the Bylaws amended accordingly.

USA Elections 2019-2020 Academic Year May 14-16, 2019:

The Election Committee announced the results of the USA election on May 20. Here is our New Student Government team for the 2019 -2020 academic year:

➤ **Total Voters: 232**

POSITION	CANDIDTE	RESULTS
President	Krisna Mandujuano	162*
Vice President	Jessica Apilado	99
	Anna Au	120 **
Issues & concerns	Asma Jama	163*
Diversity & Inclusion	Najma Mohamed	162*
Sustainability	Afrah Agraw	159 *
USA constitution amendment	YES : 167	NO: 22

*Secretary, Treasurer and Public Relations Officers are vacant as there were no candidates applying for those positions. If you are interested in one of these positions, please contact the new president or USA advisor Monica Lundberg at: monica.lundberg@seattlecolleges.edu in September.

* Elected Candidates, ** Includes Infraction (See Grievance Below)

Election Grievance: **Reflects a 5 vote deduction resulting from a campaign infraction.

Ramadan Mubarak Outreach May 6th

USA Diversity and Inclusion officer Amal Mohamed conducted a Ramadan info and celebration booth outside of the Library. The purpose was to educate and inform students about the Islamic holy month, while also supporting and comforting the large population of Muslim students at South. The booth had little gift bags with a quote, date and a candy in each bag. A Pamphlet of F.A.Q.'s and facts about Ramadan with cookies. The booth was in session during Wednesday May 1st and Monday May 6th from 11:30am-1:30pm. The booth was a success and had a turnout of 90 students.



Muslim Student Panel (Ramadan) April 29th

USA Diversity and Inclusion officer Amal Mohamed conducted a Muslim student panel for faculty on April 29th from 2pm-3pm. This panel had 4 Muslim students from various backgrounds. Discussion centered on:

- Ways faculty can support Muslim students during Ramadan.
- Shared experiences about fasting during school last year (if you were enrolled in school)
- Struggles you face attending school while fasting?

After every student replied to the posed questions, faculty asked a variety of questions and at exactly 3pm the panel closed. Four faculty was present. The faculty that did come recommended that the students make it bigger and try and have the Muslim student panels for Faculty development day since it is a topic that's not discussed often.

South's Universal Technology (UT) Fee Committee – Meetings have Commenced

The UT Fee is a fee voted on by students in the Seattle College District in March 1999. Among other things, it is intended to pay for needed improvements in computer services, such as new computers and software, expanded computer lab hours, and more technical support staff (from original ballot in 1999). The definition of "Technology" has expanded beyond the umbrella of computers and software. UT Fee funds are made available to support technology projects initiated by students, faculty and staff of SSC that are intended for general student use. The funds should not be used to supplant existing information technology budgets or technology funded by college operations. The UT Fee is collected (along with tuition) at a rate of \$3 per credit. However, students who register for fewer than 4 credits, ABE/ESL Below 0900, GED, Running Start, Apprenticeship, and un-graded courses are exempt from paying the UT Fee.

The mission of the UT Fee Committee is to:

- Ensure the responsible and conscientious use of monies dedicated to the educational opportunities of Service and Activity fee paying students.
- Encourage the involvement of students in their own fiscal governance and in the development and maintenance of programs, services, and activities relevant to them.
- Foster a collaborative atmosphere between students and college administration and departments for the equitable and responsible allocation of S & A Fee monies in accordance with state laws and guidelines.

The UT Fee Committee is nine-member committee consisting of five SCC students and four SCC staff and faculty members. The Committee members will meet to make recommendations on how the funds will be spent. Below is the list of the 2018-2019 committee members:

Daniel Johnson	Chair (Ex-Officio)
Jason Mayer	IT Representative (Ex-Officio)
<u>Voting Members</u>	
Andy Le	Student Member
Domonique Gordon	Student Member
Karl Merz	Student Member
Tyler Salaum-Bannister	Student Member
Colby Keene	Staff Member
Jeffrey Campbell	Student Member
Pam Wilkins	Staff Member
Rob'n Lewis	Acting VP Administrative Services
Tish Lopez	Faculty Member

On May 20, 2019, the committee organized the first meeting and was able to approve requests from four different entities of the campus. The next meeting will be determined in the coming days.

Meet and Greet Your Legislators May 20th

As the 2019 legislative session recently finished, USA Vice President King Nguyen created a "Meet & Greet Your Legislators" event. Senator Joe Nguyen and House Representative Joe Fitzgibbon visited campus. Both legislators presented about how the legislative session outcomes affected the community college students. There were many topics discussed such as environmental issues, safe and sustainable electricity options, food pantry, student sustainability, college affordability, open educational resources (OER), WA Promise, transportation around the greater Seattle area including to and from campus, as well as others. There were more than 75 students in attendance, including Political Science and Civics and classes. Students were educated on the state's legislative process and got involved with politics posing their own questions, and the answers given were insightful. Through this event, we can and will continue to build a stronger connection with the 34th Legislative District representatives. USA will maintain and follow up with legislators' initiatives and advocate for the students' issues and concerns. Every spring quarter, the VP of USA will create a similar program to share highlights from the past legislative session to students.