



**HIGHLINE COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 9
Des Moines, WA**

MINUTES OF BOARD OF TRUSTEES' MEETING

April 14, 2011

STUDY SESSION

The Study Session was called to order at 8:06 am.

Topics of Discussion were:

Budget Issues

Legislative Update

Governance Institute for Student Success

Update on Building 99

Strategic Initiatives

The Study Session adjourned at 10:01 am.

MEETING

Call to Order

The meeting was called to order at 10:10 a.m. by the Chair of the Board of Trustees, Dan Altmayer.

Roll Call

All Members Present:

Dan Altmayer

Ed Davila

Mike Regeimbal

Debrena Jackson Gandy

Bob Roegner

Attorney General Representative: Kristen Kelley

Board Chair, Dan Altmayer, noted that all members of the Board of Trustees were present.

Approval of Minutes

A motion was made by Mike Regeimbal and seconded by Bob Roegner to approve the minutes for the regularly scheduled meeting of February 10, 2011. The motion passed.

Correspondence

John Dunn, HCC Athletic Director, was introduced by President Bermingham for a special presentation. John explained that Scott Norton, Men's Wrestling Coach, was also a 5th grade teacher, and unable to be in attendance at the meeting. He has been at HCC for nine years as the Men's Wrestling Coach. This year, with an overall team grade point average of 3.28, the team was voted the #1 Academic Team in the nation. This is the second time that the HCC Wrestling team has received this honor. The team competes both regionally and nationally, and received the award in February. The honor was even more surprising; since Coach Norton decided to cancel the December tournament in order encourage the team members to spend more time studying to improve their grades. John presented the winning plaque to President Bermingham and Board Chair Dan Altmayer.

The Federal Way Mirror has awarded Highline as Federal Way's Best Educational Facility. This award was received by Highline last year as well.

Dan Altmayer and Mike Regeimbal were presented commemorative coins from the Highline Veteran's Center in recognition of their service in the military. When Highline community College opened its Veteran's Center last year, Instructor Gary Nelson created a design for a plaque and commemorative coin. One side holds the American flag, and the other has a Thunderbird insignia. This presentation was made to express Highline's thanks to Board members Dan Altmayer and Mike Regeimbal for their services to the country.

President Bermingham mentioned that as a follow up to last fall's White House Summit on Community Colleges, Jeff Wagnitz was selected to participate in a conference in San Diego through one of four such conferences scheduled around the nation.

Kristen Kelley was presented a *Certificate of Appreciation* for her valuable services as Assistant Attorney General at Highline. President Bermingham offered his thanks to Ms. Kelley for her excellent professional service and Dan Altmayer thanked her for her stellar support to the Board of Trustees.

President Bermingham also expressed his sadness at the loss of faculty member, Eena Hibbs. Ms. Hibbs was a long time faculty member who had been battling cancer for a number of years. She had an amazing impact on the College and was instrumental in making the tutoring center more central to all of the academic programs. She will be sorely missed at the college.

Standing Reports

Associated Students of Highline Community College

Olga Afichuk reported.

- Olga discussed the trip that President Bermingham and 10 other students undertook to Olympia, along with Associate Dean Jonathan Brown in order to visit with local legislators over the Spring Break. Students represented a variety of programs and offered their own stories to present the importance of their educational opportunities. Students met with 13 legislators and felt the trip was very worthwhile.
- Recruitment is underway for student government elections. The applications are due May 13.
- Olga announced that she would be leaving immediately after the Board meeting for Yakima to attend the Students of Color Conference. She looked forward to this event, explaining that the workshops would create opportunities for students to mingle with students of their own background, and also to participate in sessions with very different backgrounds and ethnicities.

- Student government leaders are working on an initiative to save Work Study. Many students have unmet needs and work study is an important factor for meeting those financial needs. Vince Dominguez was heading up the efforts on this initiative.
- The Sustainability policy has been passed and will soon be published in the *Thunderword*.

Trustee Bob Roegner expressed his thanks to Olga for speaking at the College Promise event in Federal Way and said she did a fantastic job in explaining student needs for the future.

Washington Public Employees Association

Amy Lanser, Chief Job Representative reported.

- Amy offered her congratulations on the many awards presented earlier and a special note to the Trustees who received commemorative coins for their military service.
- Cheryl Carino-Burr will no longer be a WPEA job representative, as she has moved on to an exempt position at the Welcome Back Center. There are currently 3 other classified staff members who are representatives for WPEA.
- Amy offered her thanks to Gum Lai Ross for her volunteerism for the financial program.
- WPEA is still awaiting news on the contract negotiations.

Toni Castro wished to express her thanks to Amy for her outstanding service in cashiering during the high volume the offices have experienced recently.

Highline College Education Association

Ruth Windhover reported.

- Ruth expressed the sadness on the part of all faculty at the loss of their colleague, Eena Hibbs. She had been a student of Ruth's years ago when she was teaching in Idaho, and said that Eena was a special member of the faculty and will be greatly missed.
- Ruth noted the concerns of the faculty on the budget. Even though many current faculty might be protected from the reductions in retirement funding, in future this may affect recruitment in general, and that the loss of COLAs, and increased out of pocket expenses for health care may result in difficulties for attracting new faculty.
- Also noted was the increased burden placed on full time faculty as the total number of full time to part time mix declines. Highline currently carries about a 50/50 mix whereas Bellevue, for example is about 30% full time to 70% part time.
- Ruth stated that as the baby boomer generation begins to retire, there will be less stability in these positions, which could result in problems in attracting quality faculty members. Since the system seems focused on short-term goals in these economic times, she hopes that the State and legislature will temper their views in consideration of longer term issues facing education.

Faculty Senate

Buzz Wheeler reported.

- Buzz explained that spring quarter had been very busy in the re-alignment of the Faculty Senate in preparation for next year due to staggering of the 2-year terms. The membership is a 3-prong process in which the first step is the election of executive committee members, 2) working with division reps to hold their elections, and 3) finalize the various committees that the Senate oversees.
- As the Chair of the Faculty Senate, Buzz also serves as the representative to FACTC, and he is now one of two members in a task force that is working on the computer and technology plan for the system known as ERP. Approximately 50 people from Student

Services, Instruction and Financial Services are discussing this transition in planning sessions at the State Board.

- The Board of Trustees is one of the constituencies that will be contacted for feedback on this issue which is expected to cost close to \$100M.

Board Report

Update on HCC Foundation

Rod Stephenson, Executive Director, of the HCC Foundation presented an update on the mission and activities of the Foundation. The organization exists solely for the purpose of raising funds in order to provide support for educational needs at Highline. It has a membership of 14 volunteers.

The Foundation was organized around 1972 and by 1990 the assets surpassed the \$100,000 mark. The first capital campaign was conducted in 2005, and by 2010, assets had reached the \$2,000,000 mark. In 2006 and 2007 a donation and a bequest were made for the Marine Sciences Technology Center which together totaled over \$700,000. These gifts assisted in the total support provided for the MaST through the Foundation, which topped out at over \$2,000,000. This facility attracted over 10,000 visitors in its first year of operation.

April 30th is the date for this year's GALA which will be held at Cedarbrook Lodge. This event alone has raised more than \$1,000,000 in student scholarships at Highline.

Next steps for the Foundation include the development of a strategic plan and feasibility study during the 2011-2012. Also, the Foundation hopes to build its donor base through activities during the next year of the College's 50th Anniversary, and perhaps begin its next capital campaign during late 2012.

Area Reports

Institutional Advancement

Lisa Skari reported.

- Lisa offered special thanks to Rod Stephenson, Melissa Sell, Alana Young, and Rachel Jamison for all their efforts toward the GALA event this year.
- Outreach has been very active in communicating the programs that Highline has to offer, and in recent years there have been more presentations to middle schools. Also, instead of going to the schools, new programs are focusing on bringing students onto the campus which has been a very effective method to engage young students. Over 2100 students visited the campus during Winter Quarter.
- Lisa recognized BECU, KeyBank, Gordon Thomas Honeywell, and the Federal Way Mirror for their sponsorships for the GALA.

Student Services

Toni Castro reported.

- Toni was pleased to announce the Student Employee Reception to be held after the Board meeting today. This is a very positive event in which the work of students across campus is recognized and the Student Employee of the Year will be announced at the reception. 15 nominations have been received from across campus.
- Michelle Kuwasaki is the new administrator in admissions/entry services.
- The 21st Annual Students of Color Conference will be held this weekend in Yakima with over 500 students from around the state attending.

- On April 23rd, the first Annual Black/Brown Young Male Summit will be held on our campus. This event has developed after several colleagues attended a national summit in Florida. The 14th Annual Unity through Diversity Week is also scheduled for April 22nd through the 30th.
- The Student Success story for April is Breeanna Bowman. She has overcome enormous obstacles after surviving an abusive situation as a child. She is in the human services program and holds a long-term goal in becoming a counselor for young children. She is a motivated individual and has recently been accepted to Central Washington University.

Instruction

Jeff Wagnitz reported.

- Jeff noted that the Pacific Rim Cyber Defense Competition was held at Highline recently and they received very good feedback on the success of that event. Jeff thanked Kurt Giessel and Mark Wynne for their assistance in this program.
- The online course management system, Angel, now has 256 instructors participating and as many as 6000 students used this system last quarter.
- The Virtual Desktop Initiative has helped to greatly reduce our costs. One server can accommodate several computer stations as a virtual desktop. This is being set up in the campus library where each station does not need to carry full capacity.
- Jeff explained that there will be a Summer Math Boot Camp to serve the needs of some of our returning veterans to assist in preparing them for college level coursework.

Administration

Larry Yok reported.

- Larry mentioned that Highline has contracted with a company who is using a herd of goats to assist with vegetation clean-up along the retention pond. This method is far less damaging environmentally in that area and very effective.
- The College is preparing for a "Lift and Shift" operation which is to replace the legacy electronic data system. The testing of the new operational system will go into effect over the Memorial Day holiday weekend and after the dark period of 3 days, it is hoped that the system will be fully functional by Tuesday morning, May 31.

President's Remarks

President Bermingham followed up on the remarks made earlier by Olga Afichuk on the student visit to Olympia. He said it was an excellent opportunity to have the students interacting with local legislators. It was helpful to see Representative Chris Reykdal and hear his perspective on the discussions regarding the budget for education.

Dr. Bermingham mentioned his recent conversations with Rob Neu, Federal Way Schools Superintendent, and hoped that they would be able to find new ways to partner in order to address some of the budget reductions in our area. He also thanked Trustee Bob Roegner for his support at the College Promise event.

The College continues to move forward with unique opportunities including the project in Egypt funded by the Department of State. Dean Alice Madsen and faculty member Samad Chakour discussed this project in a panel presentation at the recent American Association for Community Colleges conference in New Orleans and received very positive feedback.

President Bermingham noted that he would be forwarding information on the budget reductions to the campus via email later in the day, and that this information would be followed by an all-campus meeting scheduled for Monday, April 18. He extended his thanks to the Executive Staff for their

collaboration and larger vision and praised the positive working relationships which greatly assisted in this process.

Special thanks were offered to Assistant Attorney General Kristen Kelley for all her work and support for the College throughout her assignment at Highline.

All were reminded of the upcoming GALA event on April 30th.

New Business

None.

Adjournment

The meeting was adjourned at 11:58 am.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on May 12, 2011.

Dan Altmayer, Chair

Jack Bermingham, Secretary