

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

MINUTES OF BOARD OF TRUSTEES' MEETING

October 9, 2008

STUDY SESSION

Study Session began at 8:07 am and the following topics were discussed:

Introduction of Dan Altmayer to Board of Trustees, appointed to Highline Community College October 1, 2008

*Action item on Board officers to be postponed until November meeting
ACCT conferences*

Financial Status Update

Board Retreat of October 17

Grand Opening of the Welcome Back Center

Legislative Issues

Update of the October 2nd TACTC meeting

MEETING

Call to Order

The meeting was called to order at 10:10 a.m.

Roll Call

Members Present: Mike Regeimbal
 Elizabeth Chen
 Dan Altmayer

Attorney General Representative: Kristen Byrd

Approval of Minutes

The minutes for the regularly scheduled meeting of September 11, 2008 were approved.

Correspondence

Dr. Bermingham welcomed two new Trustees to Highline's Board of Trustees. Dan Altmayer, well-known to the College through his work with the Foundation as a co-chair of the MaST campaign, expressed his pleasure in becoming a member of the Board, and felt it was an honor to be selected by the Governor for this position. Dr. Bermingham noted that the other new Trustee, Barbara Reid, was not able to attend this meeting due to illness, but would introduce her further at the November meeting.

In other correspondence, Dr. Bermingham wished to express his appreciation for all those attending the Memorial service for former Highline President, Shirley B. Gordon. He suggested that Dr. Gordon was really one of the founders of the College and her fifteen year Presidency was extremely important in the history of the college and certainly she played a primary role in what it has become. He mentioned that when she grew up it was unusual for many women to take on the areas of higher education in math and science, yet she was very passionate about those subjects and received her doctorate from Washington State University in chemistry. Dr. Gordon taught math at Grays Harbor and then became involved in teaching classes in this area and was very interested in improving access for adult education in many areas of the state through the community college system. She was the only community college representative on President Reagan's Education Committee which produced the report, *"A Nation at Risk."* Her passion for excellence led her to participate in Phi Theta Kappa, which recognizes scholastic achievement at two-year colleges. Dr. Gordon only recently retired from its Board, after serving for twenty years. She was the recipient of a number of awards which recognized her contributions to education, but Dr. Bermingham said that for Highline, it is difficult to think of what the college would be without Dr. Gordon in its history. Dr. Bermingham then invited others to share anecdotes of Dr. Gordon.

Allan Walton, Faculty member since 1980, said that at first, he had not realized how unusual it was to have a woman president of the college, yet she was the only one in the State. He remembered her as having high standards and would always dwell on the concept of excellence in education. Yet, he also said she was "down to earth", and humorously told of Dr. Gordon coming to congratulate him on receiving Tenure, while he was relaxing with his feet up on his desk and having a piece of chicken.

Dr. Chen added that Dr. Gordon was well respected by the college. She said she was always concerned about what was happening here even after she had retired, and kept the College close to her heart.

Standing Reports

Associated Students of Highline Community College

Lance Frank, President, Associated Students reported.

- Lance was happy to report that here in the 3rd week of the Quarter, that the Caucus Program was off to a great start under the leadership of Raquel Carrillo. For the Election, two topics were decided to represent current politics, *"Who are you Voting for and Why?"* And also, *"Does the mass media influence your electoral vote?"* Students will later discuss the Election, and whether or not America is ready for race and gender in politics, and how and why student votes matter.
- Lance thanked Natasha Burrowes and Jonathan Brown for leading the Student Programs and Student Government summer training program. He thought they did a great job.
- Lance attended the 2-day training retreat at Camp Seymour in Gig Harbor which focused on becoming advocates for the community and for Highline.
- Thunderweek, the annual first week of classes in September, was a great success with its many activities to welcome new students. 4700 student handbooks were given out, and 1500 copies of the student magazine, *Inflight*, were distributed.
- The Ice Cream social served about 125 students, and the students had an opportunity to meet both President Bermingham and Vice President for Student Services, Toni Castro.
- Over 500 Email addresses were collected which will be used to encourage student participation in student government, and over 50 students joined the Leader Board.

- Toni Innouvong, has been hired to serve as the Committee Chair for the Hip Hop Summit.
- Student Government held its first Council Meeting, which was facilitated by Vice President, Kelli Tracey.

Washington Public Employees Association

Lydia Bracco was on vacation and will report in November.

Highline College Education Association

Allan Walton, Acting President, HCEA, reported.

- Allan welcomed Dan Altmayer and Barbara Reid to the Board of Trustees and looked forward to working with them both at Highline, one of the best community colleges in the State.
- Allan noted that the HCEA was very pleased with the selection of Dr. Bermingham as president, so it should be a great year.
- A major event this year will be the beginning of negotiations for the HCEA contract which is expected to start before the end of the year. HCEA members Ruth Windhover, Allan Walton, Michele Manber, and Bob Bonner will be meeting with Administration later this fall to set up the initial steps. The bargaining process at Highline has been very amiable during the last several years. Formal bargaining will begin some time after the winter quarter and hopefully can finish up during spring.
- HCEA will be sponsoring the “Highline Votes” forum next Thursday and candidates from the 33rd and 30th districts will be at the forum.

Faculty Senate

Buzz Wheeler, Faculty Senate Vice Chair, reported.

- The Faculty Senate held their first meeting and recognized the new Senators. Designees of Jack Bermingham and Jeff Wagnitz were introduced.
- The Senate would be gathering new topics from their respective constituencies to see which ones they would like to see addressed.
- One topic that would be under further discussion is how the College will approach common course numbering.

REPORT:

Student Voices and Community Engagement

Toni Castro introduced Lance Frank, President, Highline Associated Students. She said it was great to work with Lance and that he really embodies the mission of Highline and is a great role model for other students. Toni explained that this report would offer a group of students an opportunity to discuss their goals at Highline and their focus of study.

Lance Frank: Lance explained that he is majoring in Biology and hoped to be working in the health care field as a Physician’s Assistant. He sees his role in student government as a big part of the Student and Activities process. He is also interested in the review of the legislative issues and in addressing the changing needs of students. He would like to encourage other students to participating in student government, as he really enjoys this role and thinks many others would, as well.

Kelli Tracey: Kelli is a Running Start student and at the beginning of her second year. She is working on her Associate of Arts degree and hoping to transfer to a four year school this spring. She is currently the Vice President of the Associate Student Body and also hopes to

encourage other students to engage in leadership positions. She feels that Highline has a great core services team.

Raquel Carrillo: Raquel is currently the Speaker of the Caucuses. She would like to bring awareness to other students through programs and other student activities. She feels her leadership role has been very empowering. She feels that this opportunity has given her her voice and taught her to become an advocate. Last year, Raquel was involved with the Latino Association and wants to work in educating the Latino community about immigration. She is studying Sociology.

Eleven Liu: Eleven is an international student from Taiwan. He is very involved with cultural and social events, including the annual Global fest event. He is the editor of the Mosaic International Newsletter and serves as a student mentor through the International Leadership Student Council for international students on academic and personal issues.

Kara Taylor: Kara Taylor is a Puget Sound Early College student working on her Associate of Arts degree in Business. She is on the Events Committee and feels that this group has helped her to overcome her shy nature while participating in fund raising events. She is also pleased that this activity has brought her a new circle of friends.

Hannibal Abdullah-El: Hannibal is a second-year student at Highline and his emphasis is legal studies. He would like to become an attorney. He is the Leader for the *Men of Vision* group, which also meets with the *Sistas Empower* group twice a quarter. Hannibal participates in the Poetry Lounge in which local artists are invited to showcase their work and enjoys spending his down time in the Intercultural Center.

Nataliya Dutchak: Natalia is in the I-Best program, and comes from the Ukraine. She is a single Mother, and started in an ESL class in 2003. She is taking prerequisites for becoming a Registered Nurse, and enjoys working in areas of student assistance. She is proud of being able to help others and to have made many friends among her co-workers.

Melissa Smith: Melissa is a Phi Theta Kappa student studying Spanish and hopes to transfer to a 4-year college to study intercultural communication. She enjoys her PTK activities and last year worked on the book exchange program. She also participated as a Des Moines Food Bank volunteer in taking food to those who are unable to come to the Food Bank themselves. Melissa also mentioned the PTK silent auction which was a student project to raise funds to assist Ethiopian children who have been orphaned by the AIDS epidemic.

Mike Regeimbal asked Hannibal about security issues that might be facing the Hip Hop event, after what happened at Evergreen College last year. Hannibal responded that he was aware of the problems that happened outside of that event. He said he shared concerns for safety at any student event on Highline's campus and did not believe that what transpired near Evergreen would happen at Highline.

AREA REPORTS

Instruction

Jeff Wagnitz reported.

- Jeff offered an invitation to anyone who would like to attend the events of the "Defining Democracy" program. He said that faculty members involved in this event had been with Highline for anywhere from 30 years to 3 months and it would be a series of forums and discussions.

- The I-Best program has been getting a fair amount of national attention. This program involves the upper levels of ESL and offers these students access to special programs. A symposium on this process was given last year and some of our faculty were invited to teach in Wisconsin.
- Highline's I-Best program has been mentioned in *Carnegie Perspectives*, cited by a leading expert in community college retention, Vince Tinto.
- Highline has received the plaque for the Governor's Workforce Development Award which replaced the one we received earlier which listed an incorrect institution. The evaluator of this program praised it for its depth and its professionalism.

Institutional Advancement

Lisa Skari reported.

- Lisa said that she would like to offer some good news in light of the nation's economic crisis. She said that the Foundation is not under WaMU or Lehman Brothers! She said 2 years ago, the investment policy was reviewed by the Foundation Board and an RFP was put out to bid for the business and the Board chose Mellon Bank of New York. Because of that, the Foundation Board has not taken any substantial losses. The report is sent to Foundation members on a quarterly basis.
- Lisa was happy to report that a grant writer has been hired for Highline, Jim Hopkins, who will start on October 16. Jim has been at the Seattle Indian Center and has written many supplemental grants and has acquired over \$11 million in discretionary funding.
- Lisa wished to offer her thanks to Alana Young, Melissa Sell, and Rod Stephenson for making the October 6th donor event such a success. Speakers included Virg Staiger, Julie Benton, and Jack Bermingham.
- Reminder that this year's Gala event will be April 25.

Student Services

Toni Castro reported.

- Toni noted that students sponsored the first Supply Give-Away. She thanked Women's Programs, Outreach Services, and others for their assistance in giving away backpack supplies to more than 100 students.
- A special thanks goes to Tonya Benton for sharing the results of the student survey, CCSSE with the Student Affairs Cabinet. Some interesting statistics were:
 - 95% of those surveyed would recommend Highline to a friend
 - 87% of those surveyed said that their experience at Highline was good to excellent
- Toni said that on October 1st, Governor Gregoire signed a proclamation recognizing Student Services Professionals at Washington State Community and Technical Colleges for comprehensive services ensuring access and success in higher education for all citizens. The week of October 27-31 was proclaimed Washington State Community and Technical College Student Services Week in special observance.
- Katie Doan is the student success story for October. She is an honor student and club consultant. She is known as a collaborative leader and plans to transfer to a Four-year college to major in biology.

General Administration

Larry Yok reported.

- Larry wished to recognize Laura Nole, Manager of Highline's Bookstore, for her accomplishments in moving new services into the Bookstore. Laura had identified a number of bottlenecks in services which have been addressed and also suggested that purchasing student parking tickets also be a service of the Bookstore. This will be a major accomplishment to add this service into our system.
- Banking service has not been out for bid for a number of years, so Highline has decided to go ahead with that process. Hopefully, Highline will be able to negotiate for better fees very soon.

President's Remarks

Dr. Bermingham was pleased with the success of Opening Week activities and wished to offer a special thanks to Alice Madsen and Jason Prenovost for their intense efforts for these events. Pedagogical strategies, Outreach, Teaching and Learning, Advisory Committees and many other events are all part of the planning of this week, and it seemed to be a very good beginning to our academic year.

October 17 will be Highline's Professional Development Day. This will be another great opportunity for faculty and staff to focus on developmental options and Highline's faculty will also be looking at student outcomes and assessment. That afternoon, the Board of Trustees will have a special retreat in Mt. Skokomish.

Dr. Bermingham reminded the Board and audience members that October 23 would be the networking breakfast for ESL partners and community leaders and also, later that morning, Highline will hold the grand opening of the Welcome Back Center. He encouraged everyone to join.

On the International front, Dr. Bermingham noted that three faculty members had recently returned from Yangzhou Polytechnic to continue the work toward aligning Highline's curriculum with what is offered at Yangzhou for the Two plus One program in hospitality. Dr. Bermingham expressed his thanks to Dr. Chen for her assistance in pioneering these efforts to formulate this partnership.

Unscheduled business

None.

New Business

None.

Adjournment

The meeting was adjourned at 11:45 a.m.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on November 20, 2008.

Mike Regeimbal, Chair

Jack Bermingham, Secretary