

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

**MINUTES OF BOARD OF TRUSTEES' MEETING**

December 11, 2008

**STUDY SESSION**

*An Executive Session was called at 8:07 am to discuss the performance of a public employee and issues related to labor agreements and collective bargaining. Executive Session was adjourned at 9:15 am.*

*Study Session continued at 9:20 am and the following topics were discussed:*

*Budgetary Issues*

*Legislative Issues*

*Action item to approve Board Meeting Dates for 2009*

*New Trustees' Meeting in Olympia on January 25*

*TACTC*

**MEETING**

**Call to Order**

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

**Roll Call**

Members Present: Mike Regeimbal  
Elizabeth Chen  
Barbara Reid  
Dan Altmayer  
Ed Davila

Attorney General Representative: Kristen Byrd

**Approval of Minutes**

The minutes for the regularly scheduled meeting of November 20, 2008 were approved.

***Correspondence***

Dr. Bermingham noted that as a follow up to his remarks in November, the news of Dan Altmayer's national Volunteer Impact Award, through the Council for Resource Development, had been featured in an article in the *Des Moines News*, and his photo appeared at the top of the front page near the newspaper's headlines. Dan Altmayer received the Campus Impact Award as recognition for his fundraising efforts on the Highline Community College Foundation Board.

## ***Standing Reports***

### **Washington Public Employees Association**

Lydia Bracco reported.

- Lydia announced that raffle tickets would be on sale today during the Annual Winter Luncheon and that proceeds from the drawing would benefit the Des Moines Food Bank, as well as any of the Food donations that have been collected.
- Lydia's replacement as the WPEA Chief Job Representative will be Jeff Grogan, of the Financial Services Division. Cheryl Carino-Burr, of Educational Planning and Advising, will be the Assistant Chief Job Representative. Their positions will begin January 1st, 2009 through 2011.
- The next Brown Bag luncheon will be held on December 17.

### **Highline College Education Association**

Allan Walton reported for Ruth Windhover.

- Allan explained that Ruth Windhover was on sabbatical but would return for Winter Quarter so he offered this report for the December meeting.
- The HCEA is preparing for Contract negotiations to begin in Winter Quarter. The first meeting will take place later today. Full negotiations will begin in January and most likely go into Spring Quarter as they have done in the past.
- HCEA has met with Jeff Wagnitz on possible scenarios for reducing the budget and will be continuing to discuss these issues as more information becomes available.

### **Faculty Senate**

Ruth Frickle reported.

- Ruth explained that the Faculty Senate had not held a meeting since the former report, so there was no further information from the Faculty Senate at this time.
- Ruth added that the news on budget reductions was a consistent topic in email lists, so it was interesting to hear what was being shared across campuses.

## ***ACTION ITEMS***

Dan Altmayer moved that the following listing of dates be approved for the Highline Community College regular meetings of the Board of Trustees for 2009.

- **January 22, 2009**
- **February 19, 2009**
- **March 5, 2009**
- **April 9, 2009**
- **May 7, 2009**
- **June 11, 2009**
- **July 9, 2009**
- **September 10, 2009**
- **October 8, 2009**
- **November 12, 2009**
- **December 10, 2009**

Barbara Reid seconded the motion.

The motion passed.

## AREA REPORTS

### General Administration

Larry Yok reported.

- Larry reported that numerous budget scenarios had been discussed by the administrative services team. It was determined that a mechanism be developed for all members of the campus to submit ideas to reduce expenditures. An interactive website has been developed for individuals to submit their ideas. Within the first few days, more than 60 emails were received. Many submissions were overlapping ideas.
- He added that the website would be active through January 16<sup>th</sup> for everyone to have an opportunity for input.

### Instruction

Jeff Wagnitz reported.

- Jeff explained that even during the economic downturn, we have reached some impressive milestones. He spoke of the commitment he sensed by the Faculty to continue to make advising more effective. At the debriefing session for the *Achieve the Dream* program at the end of the Quarter, there were many positive comments by the mentors. Also, Susan Landgraf and Erik Scott are looking at the College 100 course as a project under the Achieve the Dream program.
- Progress has been made in the Accreditation efforts. Ruth Frickle, Jack Harton, Ron Sabado and Joy Strohmaier already have a draft in place to address the issue of written documentation for outcome assessment.
- Joy Smucker has taken on additional duties in the Transfer Program.
- Several foundations including Second Chance Washington, the Gates Foundation, and the Seattle Foundation are sponsors in a new initiative targeting low-income working adults.
- Seattle Central is a partner in a new weekend program which offers a Certificate for working in Chemical Dependency through the Human Services Division. This project is being led by Alice Madsen and Josh Baker.

### Institutional Advancement

Lisa Skari reported.

- Lisa noted that KOMO news has been on campus and has run a TV news item about our Polysomnography program which featured Bob Bonner and Nicki Bly. Students were interviewed for the piece. KOMO requested a chance to return to campus in January for more extensive coverage on this program.
- Through the annual campaign for the Foundation, Ben and Nancy Remak donated \$3,000 for the Justice Program.
- On Sunday, December 7th, a holiday party was held at the MaST and attracted over 400 visitors. This was a popular event in which to view the Christmas Ship Festival. Also, Mike Fortner, from the program, *Deadliest Catch*, will be making a presentation very soon.

## **Student Services**

Kate Bligh reported for Toni Castro.

- Kate indicated that Financial Aid had recently migrated to a new software program that had not been wholly successful. The loan module had not been tested before it was released to Highline. Awards are continuing to be made, and Kate said that the loan portion did not seem to be adversely affected, but that some communications with students had been a problem during this software program transition.
- Recently, Financial Aid logged in one of the highest service days in the total number of students registered within the same day.
- Issues are now being addressed for students who have not completed their prerequisites during the registration process.
- The student success story for December is Carolyn Eldridge. Carolyn will be graduating this spring. She is very energetic, and after attending college in Portland in the late 60s, decided to shift gears and come back to college to work toward a different career path. She is President of the Medical Assisting Club, and will be completing the Administrative Assistant program with an emphasis in Medical Assistant work. She is also a PTK member and volunteer who has been encouraged by her daughter, her sister, and her Mom.

## **President's Remarks**

Dr. Bermingham noted that due to budget challenges, there were a number of issues to address during his remarks.

During the last meeting of the State Board, Chief Executive Charlie Earl, took action to try to provide the community colleges as much flexibility as possible during the budget shortfall. For example, "siloed" funding allocations will be reviewed under a Board Resolution to see if re-allocations in current distribution could be amended. Also, a resolution was adopted to address certain processes that might be too expensive to perform during the budget reduction time frame. Another example of this issue is the testing process for Adult Basic Skills. The State is reviewing the testing system to see if a more streamlined process can be used to offer more flexibility. Similarly, it is hoped that funding could become less restricted for the I-Best program in order to best fit the needs of each College for this purpose.

Dr. Bermingham added that it is equally important not to compromise partnerships that are integral to success and often go hand in hand with programs supported through full or partial "siloed" funding.

There is a great deal of visibility in the community colleges as they are a critical force in economic development in preserving a recovery pathway. The meeting also opened discussion on the stimulus package. Most of those funds are focused on construction or infrastructure, which have the support of the Governor. The Governor also indicated her support for funding for dislocated workers.

The Chair of the Board of Trustees, Mike Regeimbal, then recognized Lance Frank, and asked if he would offer his report.

**Associated Students of Highline Community College**

Lance Frank, President, Associated Students reported.

- Lance reminded the Board of the upcoming Legislative Breakfast to be held on January 7<sup>th</sup> and encouraged all to attend. He said there would be a number of student speakers and hoped that there would also be great attendance by local Legislators.
- Lance explained that there would be a special meeting of student government to see what they could do to assist during the budget crisis.

**Unscheduled business**

None.

**New Business**

None.

**Adjournment**

It was noted that due to the holiday luncheon, the Board would adjourn in time to allow everyone to attend. The meeting was adjourned at 11:05 a.m.

**Next Regularly Scheduled Meeting of the Board of Trustees**

The next regularly scheduled meeting of the Board of Trustees will be on January 22, 2008.

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Mike Regeimbal, Chair

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Jack Bermingham, Secretary