

Correspondence

Dr. Bermingham was pleased to present the plaque that was given to Highline Community College for its sponsorship of the Federal Way Chamber of Commerce Annual Golf Classic. He said this was a very well attended event by local community members. Also, the Southwest King County Chamber of Commerce recently held their golf tournament at which Highline won the trophy.

Standing Reports

Associated Students of Highline Community College

It was noted that Lance Frank, President, Associated Students, would offer his report at the next meeting since he was currently at a student government retreat.

Washington Public Employees Association

Lydia Bracco was unavailable, but will report at the October meeting.

Highline College Education Association

Ruth Windhover wished to welcome Kristen Byrd as Highline's new Assistant Attorney General and looked forward to working with her. She also congratulated Dr. Ezeonu in her new role.

Ruth offered her thanks to Mike Regeimbal for meeting with her and Allan Walton for a debriefing on the Presidential Search procedures. She will be composing a letter detailing several thoughts on this process which she requested to be submitted to the Board of Trustees for archival purposes. Ruth also added that she had worked with Jeff Wagnitz over the summer and expressed her appreciation for his openness in communication within his new role.

Ruth added that the new academic year would involve the bargaining process and that she looked forward to working with the administration in preparatory training. She noted that one issue which would involve considerable faculty discussion this year is that of Common Course Numbering. She said that traditionally, Highline Community College faculty members felt that their first priorities were to meet the needs of students. Ruth said the 34 community and technical colleges would have considerable challenges within this issue. She felt that common course numbering should reflect equivalency but should not mean that two courses would be identical. Ruth stated that the suggestion had been made that all faculty use the same textbooks, and she felt this was an issue that required careful examination, as the trend towards standardization would not necessarily work, nor would it necessarily meet the needs of students at Highline.

Ruth also mentioned the issue of part-time faculty salaries. She noted that a high percentage of the total number of courses at Highline are taught by part-time faculty. She said that Highline has one of the highest salary schedules in the State, but that the issue of part-time faculty salaries was still a high priority. She mentioned that the relationship between student success and part time faculty salaries was the subject of current research.

Faculty Senate

The Faculty Senate does not meet during the summer, and Ruth Frickle will present a report at the October meeting.

Action Item

Dr. Chen moved that the regularly scheduled meeting date of the Board of Trustees of November 13 be changed to November 20. Dr. Davila seconded the motion.

The motion passed.

Report

National Education Report, and Community Based ESL Program Overview

Dr. Bermingham requested that Lisa Skari introduce the report to the Board on the production of the Special Education Report produced by PBS.

Lisa Skari explained that Highline had received an invitation to participate in a special education program produced by PBS hosted by Hugh Downs which would highlight our ABE/ESL programs in a report on "Advancing Education in the Community." An eight-minute video was produced on Highline's ABE/ESL programs as well as a two-minute promotional piece, both of which were viewed by the Board and attendees. Lisa explained that these pieces were part of a larger national program which would later be included in on-air scheduled programming. She would be offering information at a later date as to the air dates that these would be shown.

Jeff Wagnitz then introduced Stephen Washburn and Linda Faaren and praised their passion and energy in making these programs so effective in the Highline community. Steve Washburn expressed that he felt that the basis of the success in programs such as these at Highline was due to the fact that the philosophy was based in a strength-based attitude rather than a deficit-based philosophy. Steve went on to say that last year HCC served 4000 ABE/ESL students, generating about 2200 FTEs. He said that HCC runs over 110 classes per quarter utilizing more than 80 faculty members. Classes run mornings, afternoons, and Saturdays at over 20 offsite locations as well as campus. It is a highly labor intensive program, requiring attendance documentation as well as student-documented goals. Students are also required to participate in other activities.

Adding to the complexities of organization is the fact that these programs need to be open-entry, open-exit to accommodate student jobs and family issues. The curriculum needs to take into account the need to work with families for childcare and other related issues. Steve mentioned that this is a program that does not fit into the box, and is all about being accessible to individuals with multiple needs.

Jenni Sandler then spoke about the *Achieve* program which focuses on providing opportunities for students with disabilities. This program may serve up to 500 students per term. She explained the need to assist students with identifying goals, and then to begin to set up a program in which the adult basic education program follows the student into the workplace to assist in the transition. She said there are 5 partnerships; three of whom are non-profit agencies and two are city partnerships.

Linda Faaren spoke about some of the success stories in the program in which many students have increased their skills. She said this is a great benefit for the local community and many individuals have been able to move into gainful employment and improve their family situations.

A discussion followed concerning the funding for these programs and what the individual students are expected to contribute toward their tuition fees. It was explained that over 80% of students are tuition-waived due to inability to pay the costs of \$25.00 per class per quarter. Steve added that these are the people most in need of funding for economic reasons and felt that tuition waiver for these students was an excellent example of the community college mission. He said that providing access to resources for acquiring job skills for this population was a longer-term solution which could help to lessen the economic burden on the community. He also suggested that the larger emphasis on human capital provided a win-win situation.

Jeff Wagnitz also noted that these students are often referred to Highline through DSHS or other State agencies. It was noted that the growth of this program has consistently been about 10% per year, and that the entire program has nearly doubled within 5 years.

AREA REPORTS

General Administration

Larry Yok reported.

- Larry noted that during the summer one of the goals of the Administrative Technology staff was to rebuild and replace the campus technology network within 13 buildings on campus.
- In October, the business office was able to close the books for October. He noted that Highline was one of the few institutions who had no errors and no corrections and wished to personally thank Louis Mann for her tremendous effort in this process.
- Highline now has a new catering service, Chartwell's, who has been working diligently to prepare for a full food service operation.
- The bookstore has been under new organization to improve customer services, inclusive of an online pickup window which has improved efficiency and cut down on waiting times for students.
- A new process of selling parking passes online is in the works.
- Institutional Research is gearing up their intervention teams to measure up the "Achieve the Dream" efforts of last year and to analyze the data of the CCSSE survey results.
- All current construction projects seem to be on time.

Instruction

Jeff Wagnitz reported.

- Jeff expressed his appreciation for the confidence in all those who assisted in placing him in his new role.
- Eighteen new Summit Students have now joined the campus and were working with Nancy Warren in the hospitality program, and Amelia Phillips in business technology, and with T M Sell in the freedom and democracy program.
- Orientation has been completed for the international students which included workshops in banking, bus transportation, cell phones, local shopping etc.
- New faculty members have been added to Highline's roster and have been on campus to join our community; among them are a new chemist, an economist, and a new member of the writing faculty.
- October 23rd will mark the grand opening of the Welcome Back Center which will offer resources to persons of immigrant backgrounds in health care professions.
- Highline has received a Best Practices Award from Governor Gregoire for our Employment Professionals Program.

Institutional Advancement

Lisa Skari reported.

- Lisa was pleased to report that the interviewing process is currently underway for a new grant writer. More than 18 applications were received and 13 of those met the initial requirements. She hoped that a decision on this position could be made by October.
- Dan Altmayer has been selected for a Volunteer Impact Award and will be recognized at a national presentation in November. Lisa noted that this was a wonderful situation in which Dan could be recognized for his contributions this year in spearheading the MaST campaign.
- Within the efforts toward increasing Highline's Alumni program, an initial contact has resulted in ten new signups. Many more indicated an interest in being mentors. Classmates.com has revealed more than 500 persons listing a connection to Highline.

Student Services

Kate Bligh reported for Toni Castro.

- Kate noted that Educational Planning has developed an electronic presentation for students that will assist with teaching students how to use web-based information to register for classes.
- New classes are underway at the Childcare Center for parent involvement to help develop strong relationships between parents and children.
- This summer marked the first program for 9 to 11 year olds at the Child Care Center. It was very successful and in high demand.
- Last year, Financial Aid distributed over \$12 million to students. This included scholarships and marked a significant growth in the program.
- A new Veterans website is underway to assist with resources.
- More than 1000 Tech Prep students have now entered HCC.
- The student success story of the month is Raquel Carrillo. She served as caucus chair and will be Speaker of the Caucuses this year. Raquel expresses a true passion for learning and helped to coordinate the opening of the Student Leadership Resource Center. She is Vice President of the Student Latino Leadership Association. She is, as yet, undecided in her career, but holds true passion, vision, and spirit, and will surely be successful in whatever she chooses.

President's Remarks

Dr. Bermingham wished to thank Larry Yok for taking the lead in Highline's Emergency Management process and his coordination of the August 1st Lockdown Drill. This exercise was especially productive in providing insight into further planning and collaborating with partnering agencies who are First Responders. He added that it was a very appropriate time on September 11 to be aware of the need for this program.

Unscheduled business

Jack Kniskern spoke to the Board. He mentioned that he was pleased to hear of all the community teamwork that was underway at Highline. He said that although a great deal

was already being done, he would like to encourage a few more efforts, especially with regard to the 50th Anniversary of Des Moines. A special commemoration of the event will be held on Sunday, November 9, 2008 and he hoped that Highline would participate on many levels.

Mr. Kniskern also addressed the Board concerning his hopes for the development of an environmental technology program at Highline as well as an International Education forum. He hoped to see Highline as a leader in the efforts toward a global community College system that might be in place in the next 50 years.

New Business

None.

Adjournment

The meeting was adjourned at 11:40 a.m.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on October 9, 2008.

Mike Regeimbal, Chair

Jack Bermingham, Secretary