



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

MINUTES OF BOARD OF TRUSTEES' MEETING

November 5, 2009

STUDY SESSION

*The Study Session was called to order at 8:05 a.m.
Executive Session was announced at 8:05 a.m. to discuss issues related to collective bargaining and real estate. Executive Session ended at 8:45 a.m.
The Study Session continued in discussion on the following topics:
Highline Community College Financial Reports
Accreditation Update
TACTC Meeting*

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

Members Present: Dan Altmayer
Elizabeth Chen
Mike Regeimbal
Barbara Reid

Dr. Ed Davila telephoned his regrets at being unable to attend the Board meeting.

Attorney General Representative: Kristen Byrd

Approval of Minutes

A motion was made by Mike Regeimbal and seconded by Barbara Reid to approve the minutes for the regularly scheduled meeting of September 24, 2009. The motion passed.

Correspondence

Dr. Bermingham announced that Highline was honored at the Southwest King County Gala held on October 17th at the SeaTac Marriott. This event marked the coming together of the Des Moines, Tukwila, and Burien Chambers for a twenty year celebration. Highline's membership predates that twenty year mark, and the College was honored with a plaque commemorating the ongoing relationship in our local community. Dr. Bermingham also wished to recognize faculty member Michael Allen for his efforts in the recent National Council for Workforce Education meeting held in downtown Seattle on October 18-20. Many of Highline's students also served in various capacities at the location. He said that his opportunity to provide some welcoming remarks was most enjoyable as he heard the positive remarks made by keynote speaker, Brian Bosworth, using Highline as an example of some best practices in a number of our initiatives.

Highline also received recognition recently from NWjobs of the *Seattle Times* as having been voted as one of the best places to work in the education and training category which speaks to the dedication and enthusiasm of its faculty and staff.

Standing Reports

Dan Altmayer wished to offer his thanks to Chris Pennington and to all of the students who participated at the Foundation fundraising breakfast on November 4. He felt the inclusion of the students was an important part of the program.

Associated Students of Highline Community College

Chris Pennington, President, Associated Students reported.

- Chris reported that the first sustainability committee meeting would be held that afternoon at 3:30 pm. Topics to be discussed would include recycling on campus, and clean energy. He was hoping there would be collaborative opportunities with faculty members for the efforts of this committee.
- The formation of a legislative committee is underway prior to the January 25 rally.
- Another effort is underway to gather names for the budget committee.
- Chris also encouraged the Board of Trustees to participate in the Giving Tree project which sponsors children for gifts during the holiday season.
- Chris expressed his enthusiasm for the Legislative Academy held in Olympia on October 23-24. He said this was a great opportunity to speak to Washington State legislators and a very good training experience. He discussed his conversations with Deb Wallace regarding the profit/non-profit agencies and issues of fund raising.
- The listing of student clubs at Highline is now up to 35 fully recognized club organizations.

Board Chair Dan Altmayer suggested that the student leadership group hold their focus to one or two issues for the legislative committee, as this might offer a more effective voice in bringing student priorities to the legislative session.

Washington Public Employees Association

Jeff Grogan will report at the December meeting.

Highline College Education Association

Ruth Windhover reported.

- Ruth noted the action item of the agenda would be to ratify the HCEA contract. She said that HCEA had ratified the contract by a unanimous vote and hoped the Board of Trustees would do so, as well.
- She mentioned that the discussion in study session on excess enrollment brought to mind the numbers of part-time faculty that are teaching at Highline, and how many classes are heavily or over-enrolled. She added that this level of enrollment requires that the faculty carry an even heavier burden which is also placed upon people holding coordinator positions.
- Ruth said there is concern among the faculty regarding the state board's current proposals on curriculum and open source materials. She said faculty are also aware of the high cost of textbooks and resources required for student coursework, but proposals on open source materials could also put pressure on part-time faculty to use these materials to keep enrollments high if this becomes linked to job security. Ruth expressed further concern that there is a great deal of pressure from many fronts on the quality and standards of teaching and education.

Faculty Senate

Buzz Wheeler reported.

- Buzz noted that as Ruth Frickle had assumed the role of Division Chair, she resigned her position as chair of the Faculty Senate. A new vote was taken, and he had been elected Faculty Senate Chair as the replacement. The Faculty Senate meets on the first and third Wednesdays of each month.
- One issue currently under consideration is the grade forgiveness policy. Buzz wished to thank Kate Bligh for the efforts she has put forth to research how this policy is implemented at other colleges. She noted that students who had been out of college for awhile initially were having some difficulties and might benefit from this type of policy as well as those who might be returning to college after 20 years who might not have been successful in their first experience as a young adult. The purpose of the policy is to try to facilitate those students who are motivated for success, and faculty are hopeful that this could create a positive impact. The policy would only affect their Highline transcripts.
- Buzz noted that faculty meetings would be holding discussion on common course curriculum in gatekeeper courses. He said there was a great deal of concern about the lack of input from community college faculty on this issue. He said many faculty felt that the current movement was too aggressive in its implementation and that the unique demographics for each college also carried many obstacles. Another concern was the make-up of the group of people who would be selected to craft the materials. A resolution addressing some of these concerns was to be forwarded to the State Board. Board Chair Dan Altmayer requested that a copy of this resolution be forwarded to the Trustees prior to the December meeting so they could be aware of the faculty position on this issue.

Action Items

a. Ratification of the Highline Community College/HCEA Agreement for 2009-2012

A motion was made by Mike Regeimbal and seconded by Dr. Elizabeth Chen to ratify the Highline Community College/HCEA Agreement for 2009-2012.

The motion passed.

Board Report

Community College Initiative Program: the Student View

Kathleen Hasselblad, Director of International Student Programs offered an overview of the CCI program, formerly known as the Summit Program. This program is funded through the US Department of State, and Highline Community College is a board member of CCID, Community Colleges for International Development. This program provides training pathways for students from more than twelve countries. Currently, students are receiving certificates in either hospitality management and tourism or information technology. Highline is currently hosting its third round of the program with twelve students. Seven students from the program introduced themselves and spoke to their specific field of study and offered a brief summary of their background. The student presenters were:

- * Aydin Tamer, from Turkey, studying Hospitality and Tourism Management
- * Luzahn Delpert, from South Africa, studying Hospitality and Tourism Management
- * Lesly Aguilar, from Guatemala, studying Hospitality and Tourism Management
- * Yousef Hussein, from Egypt, studying Hospitality and Tourism Management
- * Adriane Fonseca, from Brazil, studying Information Technology
- * Thiago De Menezes, from Brazil, studying Information Technology
- * Pollyane Da Silva, from Brazil, studying Information Technology

All of the students expressed their appreciation for being able to participate in this experience, and Ms. Hasselblad also recognized Jennifer Granger, whose management contributions are an integral part of the program.

Dan Altmayer also thanked the student presenters for the wonderful displays representing their home countries at the Professional Technical Advisory event held last September.

AREA REPORTS

Instruction

Jeff Wagnitz reported.

- Jeff wished to thank the HCEA and bargaining team for all their efforts in a successful negotiation. He added a special thanks to Ruth and Allan for their collegiality as well.
- He recognized the collaborative work on the part of those who participated in the accreditation evaluation, including faculty colleagues Ruth Frickle, Ron Sabado, Sue Franz, and also to Judy Perry, Larry Yok, Barry Holldorf, Tonya Benton, Toni Castro, Jonathan Brown, Lisa Skari, Nancy Kent and many others.

- Upon the closure of the Federal Way facility, Judy Perry has been working to find new locations for classes and Highline has been collaborating with several other agencies for alternate locations.
- The White Center YWCA Learning Center is partnering in business technology courses through their computer lab, which is a great model that will hopefully be replicated with other community organizations.

Student Services

Toni Castro reported.

- Toni reported that Financial Aid awards have totaled over \$2M for Fall Quarter through various programs.
- Advising and enrollment is currently underway for winter quarter.
- Toni expressed her pleasure at the accolades given to Highline at the recent WSSSC meeting as three Highline individuals, Lorraine Odom, Gwen Spencer, and Laura Westergard are all council presidents.
- Highline campus held a number of events during Latino Awareness month which ended with the annual Day of the Dead or All Saints Day celebration.
- Toni extended an invitation to everyone to join in a Memorial to a former student who passed away several years ago in a drowning accident. A memorial to the life of Bo Yingling is scheduled for November 10 at 2:30 pm. An artistic memorial will be placed in Building 8 which is a life-size acrylic trombone symbolizing his passion for music. Another former student, *Chocolat*, will be performing as well as music faculty member, Ben Thomas.
- The student success story for November is Rocio Quintana-Castañeda. Rocio is president of the United Latino Association and worked in coordinating the many activities of Latino Awareness. She transferred here from Los Angeles and is working toward her AA degree in Business Management.

Institutional Advancement

Lisa Skari reported.

- Lisa agreed with others that there was no greater seal of approval to see that people enjoy working in an environment than to have been voted best place to work, and was happy to receive the call for the announcement. She added that one of the perks to being a winner in this survey is that the logo can be placed on job advertisements. She added that some of the reasons that people mentioned for their voting for Highline were Highline's recognition of diversity, a tradition of academic excellence, and support for professional development. Others commented on the family atmosphere as well.
- Lisa thanked all those who attended the fundraising breakfast, and said it was a great success in bringing in over \$7,000 in funding. The event also targeted new donors so it was great to showcase the College. She also thanked Chris and Olga for speaking at the event.
- The Foundation has gained three prospective new Board members.

President's Remarks

Dr. Bermingham noted that during the study session, the Board and Executive Staff had reviewed last year's budget figures, and he wished to compliment the faculty and staff who worked so hard to serve extra students which helped to keep more tuition revenue and save jobs. He also thanked the Trustees for their support and for attending the many events such

as the fundraising breakfast. A special thank you was extended to Dan Altmayer for taking the time to meet with Linda and Junki Yoshida.

Dr. Chen's leadership in ACCT was most helpful in the panel presentation at the conference in October, and Dr. Bermingham hoped to have Mike Regeimbal become even more involved in some of these activities to increase Highline's visibility.

Dr. Bermingham recognized the student leadership in organizing the recent forums regarding I-1033 and R-71, as well as hosting the candidates for the Des Moines city council. The Defining Democracy program also sponsored a forum which was well attended and gave students the opportunity to become more aware of the political process.

There have been recent conversations concerning the Workforce Development Council stimulus funding and Dr. Bermingham will forward any further information that becomes available, however it was now reported that approximately 29% was awarded to the community and technical colleges for Workforce students in King County. He felt some progress had been made in this area, but would like to see further funding allocated to this important resource.

New Business

Dr. Chen discussed the recent ACCT meeting and said she felt that Governor Schwarzenegger was very dynamic in his support of community colleges. He referred to community colleges as an institution of hope. She said the entire speech could be viewed from the ACCT website.

Adjournment

The meeting was adjourned at 11:25 am.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on December 10, 2009.

Dan Altmayer, Chair

Jack Bermingham, Secretary