



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

MINUTES OF BOARD OF TRUSTEES' MEETING

December 10, 2009

STUDY SESSION

The Study Session was called to order at 8:10 a.m.

The following topics were discussed:

Accreditation Update

Enrollment

Meeting Dates for the Board of Trustees for 2010

TACTC Meeting and Legislative Issues

State Board Mission Study: Summary of Findings

MEETING

Call to Order

The meeting was called to order at 10:05 a.m. by the Chair of the Board of Trustees, Dan Altmayer.

Roll Call

Members Present:

Dan Altmayer
Elizabeth Chen
Mike Regeimbal
Ed Davila

Trustee Barbara Reid and Assistant Attorney General Kristen Byrd telephoned their regrets at being unable to attend the Board meeting due to illness.

Approval of Minutes

A motion was made by Mike Regeimbal and seconded by Dr. Elizabeth Chen to approve the minutes for the regularly scheduled meeting of November 5, 2009. The motion passed.

Correspondence

No correspondence was presented for the December 10th meeting.

Standing Reports

Associated Students of Highline Community College

Chris Pennington, President, Associated Students reported.

- Chris wished to offer his thanks to the Board members and all other faculty and staff for their participation in the Giving Tree Program. He said this had been a successful year and the wrapping session for all the gifts took over four hours.
- The Bo Yingling Memorial Event was held on November 10 in the Bistro section of the Student Union and the commemorative art piece created as a memorial to Bo's life was recognized as part of the Memorial.
- Two committees are underway. The Sustainability committee and the Legislative Action committee. Also, the Classified Action committee, which will act like a local *Craigslist*, will be reselling student textbooks.
- Chris reminded the Board members of the Student Legislative Breakfast to be held on January 6th at 7:30 am. The agenda will include student speakers and it is hoped that many of the local legislators will attend. Chris mentioned that he will also be attending the Leadership retreat scheduled for December 11.
- Student and Activities budget committee applications are now under review.

Board members asked Chris if he had an opinion on the issue of student participation on the Board of Trustees. Chris mentioned he felt there were a number of challenges with this concept, and expressed to the Board members that he felt there were currently a number of avenues for the student voice to be heard in administration and Trustee meetings at Highline. He added that he would be attending future meetings where this concept would be discussed among other student leadership groups and would keep the Board members informed of the issue from the student point of view.

Washington Public Employees Association

Jeff Grogan reported.

- Jeff announced that the WPEA organized an All-Member Meeting that included workshops on collective bargaining and legislative action. Speakers included Sarah Laslett from the Evergreen State College, Labor Education & Research Center and Representative Brendan Williams from the 22nd District, Thurston County.
- Another important meeting in November was the Faculty & Staff of Color Conference held in Spokane. Classified staff attended the conference and would like to acknowledge the support of management giving them the opportunity to attend this professional development conference.
- A new committee was formed for the Raffle and Canned Food Drive for the Des Moines Food Bank. Donations were to continue through December 14. A special thanks goes to Laura Manning who stepped in as the MC for the luncheon this year.

Highline College Education Association

Ruth Windhover reported.

- Ruth noted that classes this quarter were overfilled with students and she looked forward to the upcoming Legislative Session to hear discussion on higher education issues.

- She added that relative to the discussion which was held in the Study Session, that the HCEA shared some of the concerns over the State Board's position on a number of issues affecting faculty. She felt the State Board had not been responsive to concerns over common course numbering, open source resources, or faculty increments. She added that the faculty union has also not held faith in the suggestion of the statewide compensation model for faculty salary increases in the community college system.

Faculty Senate

Buzz Wheeler reported.

- Buzz explained that the SBCTC had held "town hall-style" meetings through Elluminate to discuss the open source/course redesign concepts. Concerns were mentioned over how choices would be made on the materials and how it would impact various faculty members. He said the driving force behind the re-design of these top 80 courses stemmed from a review of the data of the current completion rates. One of the goals is to not have the course materials exceed \$30.00.
- An additional concern was noted that it might impact faculty members in enrollment if they chose not to accept open source materials as their curriculum basis.
- Buzz explained that additional meetings at FACTC were expected for continued discussion on these issues.
- The Faculty Senate passed the new grade forgiveness policy which was now forwarded on to other councils for consideration. This policy, researched by Kate Bligh, would allow for some cases of former unsuccessful educational experiences at Highline to be forgiven so as not to impede a student's current program. The transcript record would not delete the former courses, but the credits would not be reflected.

Dan Altmayer expressed his thanks to the Faculty Senate for their consideration of this policy which shows the intent of promoting a successful educational experience for many returning students.

Action Items

a. Approval of meeting dates for the Highline Community College Board of Trustees for 2010.

A motion was made by Mike Regeimbal to approve the following dates for the Highline Community College regular meetings of the Board of Trustees for 2010:

- **January 14, 2010**
- **February 25, 2010**
- **March 11, 2010**
- **April 8, 2010**
- **May 13, 2010**
- **June 10, 2010**
- **July 8, 2010**
- **September 23, 2010**
- **October 14, 2010**
- **November 18, 2010**
- **December 9, 2010**

A motion was made by Mike Regeimbal and seconded by Dr. Elizabeth Chen to approve the schedule. The motion passed.

Board Report

A Board report was not presented at the December meeting.

AREA REPORTS

Institutional Advancement

Lisa Skari reported.

- Lisa announced that Highline now has a Twitter account from which daily press releases are forwarded. Highline is followed by the Chronicle for Higher Education and is the only community college that is currently in this status.

Mike Regeimbal congratulated Lisa for contributing to this new forum for information to be distributed from the College.

Student Services

Toni Castro reported.

- Toni wished to acknowledge the great work of the faculty advisors for the extensive work they have done in handling record numbers of students.
- Toni offered her thanks to Mike Regeimbal for his participation in the Veterans Day event and for sharing his personal story as a veteran. Toni invited all to view the flag that is proudly displayed at the Veterans Center.
- Appreciation was expressed to all those attending the Bo Yingling Memorial event. The family also expressed their appreciation to Highline for assisting in the planning of this heartfelt event.
- Toni's student success story highlighted Ismail Yusuf. Ismail has expressed that his experiences at Highline have changed how he sees the world. He attended the Students of Color conference, and he stated that as a student of Somali and Ethiopian descent, his experiences at Highline had been enriching in allowing him to view the world in a more global perspective. Ismail hopes to attend Seattle University or the University of Washington and major in sociology.

Instruction

Alice Madsen reported for Jeff Wagnitz.

- Alice recognized the work of Amelia Phillips, who teaches a course in assisting investigators in detecting illegal computer activities. These courses have been very successful.
- Darrell Sundell has been hired for StartZone in Business Procurement, adding another service to the Small Business Development Center. Darrell has an MBA degree from Washington State University and will be a great asset to the Center.

Administration

Larry Yok reported.

- Due to a regulatory power program through Puget Sound Energy, Barry Holldorf, Facilities Manager notified the campus of our efforts to reduce electrical consumption. During extended periods of cold weather, there is heavier pressure on

- the grid, and Highline is participating in the reduction program which should result in energy savings over a three-year period. At certain points, this reduction will also include natural gas. The attempt is to even out the reduction times across campus.
- Larry also mentioned that Barry has been active in the sustainability committee and will update the Board members as certain benchmarks are established.

President's Remarks

Dr. Bermingham wished to thank the faculty and staff for the great work that they have performed in serving the largest population of students on campus, which exhibits a strong passion for student success. He also thanked the WPEA for their work in organizing the Raffle and Donations for the Des Moines Food Bank which is so welcomed in the current economic environment.

A special thank you was extended to the work of Senator Murray and Representative Adam Smith for their support of a special earmark for Highline within the omnibus bill which will hopefully pass soon at the federal level.

New Business

Dan Altmayer shared his interest in the Polysomnography program through his experiences as a test subject. He said it was a great program and spoke to the quality of the instructors.

Adjournment

The meeting was adjourned at 10:50 am.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on January 14, 2010.

Dan Altmayer, Chair

Jack Bermingham, Secretary