

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

MINUTES OF BOARD OF TRUSTEES' MEETING

May 7, 2009

STUDY SESSION

*The Study Session was called to order at 8:05 a.m.
Executive Session began at 8:06 am to discuss the performance of a public employee for
Tenure Review. Executive Session ended at 8:33 a.m.
The Study Session continued in discussion on the following topics:
Board Governance
Quarterly Financials
Budget Update
TACTC Meeting of May 14-15*

MEETING

Call to Order

The meeting was called to order at 10:17 a.m.

Roll Call

Members Present: Mike Regeimbal
Elizabeth Chen
Barbara Reid
Dan Altmayer

Attorney General Representative: Kristen Byrd

Mike Regeimbal noted that Dr. Davila would not be able to attend the May 7, 2009 public meeting session.

Approval of Minutes

A motion was made and seconded to approve the minutes for the regularly scheduled meeting of April 9, 2009. The motion passed.

Correspondence

Dr. Bermingham introduced Dr. James Peyton, Interim Dean of Community Education. Dr. Peyton spoke about the work of the Small Business Development Center and introduced Mr. Brett Rogers, Director of the Washington State Small Business Development Center in Spokane. Mr. Rogers then recognized Rich Shockley of Highline's Small Business Development Center as having completed the certification process as Professional Business Advisor. Mr. Rogers said that Highline Community College is a great partner in the State and has offered terrific support to the community. He then introduced John Rodenberg, of

the Tacoma Small Business Development Center and an advisor for Rich Shockley in the certification process. Mr. Rodenberg described Rich as a wonderful addition to the network and said he was a most active candidate in this process and had visited many of the Centers. He then presented the Certificate of Completion to Rich Shockley. Rich thanked all of the presenters and expressed his pleasure at joining this group of professionals within the Small Business Development Center network.

In other correspondence, Dr. Bermingham announced that Dr. Davila's Trustee appointment had been renewed during the recent Legislative Session, and that both Barbara Reid and Dan Altmayer's Trustee appointments had been formally approved by the Senate. Dr. Bermingham expressed his thanks to all of the Trustees for their continued efforts and support of the College.

Dr. Bermingham requested to take a moment to say a few words about the loss of a faculty member. He expressed that the entire College had been affected this last week by the news of the death of long-time faculty member, Phil Droke. Phil had been a faculty member at Highline for 40 years, and a few years ago, was named "Faculty of the Year." His was one of the most mentioned names about the community. He had been Chair of the Faculty Senate and a very important part of the success of the institution. His professionalism and dedication to the College was evident in many ways. Dr. Bermingham said it was difficult to find enough superlatives to describe him and how he touched the lives of many others. Details of the Memorial Service that is scheduled for May 14 on the campus will be forwarded as soon. Dr. Bermingham expressed his condolences to Phil's family members and friends.

Mike Regeimbal spoke for the Board of Trustees in expressing their regret at the loss of Phil as well, and said that he was a passionate representative of the Faculty of Highline.

Standing Reports

Associated Students of Highline Community College

Lance Frank, President, Associated Students reported.

- Lance opened his report by announcing that Ashley Burman is the new chair of the Services and Activities Committee and will be assisting in reporting to the Board of Trustees for the June report on the S & A budget. The budget is estimated to be roughly \$337,000 less than last year's budget which reflects a reduction of about 3%. He explained that the committee would be reviewing each area of the budget individually in determining the amount of reductions.
- Lance wished to recognize Jacqui Trillo, President of the Environmental Club who was instrumental in the planning of Earth Week's activities.
- About 70 students participated in the Student Programs Annual Leadership Luncheon. This event is a recruiting tool for student leadership roles for the next academic year.
- Lance distributed his report to the Board of Trustees on the Student Voice Academy. He said that the two-day event was very successful in developing two initiatives for a "white paper." Though these initiatives did not make the legislative agenda, he said that nonetheless, it was a very productive process.
- Lance also promoted the May 22nd Student Government event designed to bring student leaders together to discuss achievements over the last year and to network with new students to become involved in student government activities.

Washington Public Employees Association

Jeff Grogan reported.

- Jeff offered an update of the WPEA Scholarship committee and noted that Gary McCune was the remaining member after several committee members could no longer serve. As a result, the Job Rep Committee is assisting in developing a new committee membership and Carolyn Sinay volunteered to be the administrator for the scholarship process.
- Lydia Bracco organized the Otis Spunkmeyer cookie dough/Garden Party catalogue fundraiser for the WPEA scholarship fund again this year.
- Brown Bag lunch meetings have been organized to discuss State revenue issues. The State Board provided Q & A information regarding possible outcomes of the Belt Tightening Bill for classified staff members. Salary increments will not be in effect for Highline classified employees with the exception of those employees who have not yet reached Step L. Jeff said that it is expected that about 68 employees may see this increase.
- A meeting was held on April 29th with WPEA and Executive Staff members to discuss the closure of the Early Childhood Learning Center. It was a productive meeting that covered a lot of issues, and answered questions concerning the closure. Human Resources will continue to offer workshops and assistance for the affected employees.

Highline College Education Association

Ruth Windhover reported.

- Ruth Windhover wished to express her thanks to Dr. Bermingham and others for protecting the integrity of the Instruction Program through the budget reduction process.
- Ruth expressed her concerns for part-time faculty who might not be returning to their positions in the fall due to budget reductions.
- She thanked Jeff Wagnitz and Larry Yok for their efforts in the ongoing HCEA bargaining process and also thanked Alice and Shirley for their collegiality and participation.
- Ruth noted her disappointment in some of the final Legislative decisions from the recent session referring to the cuts to Higher Education in general and K-12 issues. She said that the salary study of a few years ago found that faculty salaries were quite low, and it seemed ironic at best that no request for salary increases were made at that time and now that the economic times are even worse since that study was undertaken, once again, the salary issue will not be addressed. She added that faculty are truly experiencing a reduction in their pay when considering there will be not cost of living adjustment and health costs are rising.
- Ruth expressed her regrets regarding the tuition increase, noting the added financial burdens to students.
- Lastly, Ruth expressed her own thoughts on the loss of Phil Droke, saying that he had been a staunch faculty leader and that he would be sorely missed.

Action Item

Recommendations for the Tenure Track Process:

Dan Altmayer introduced the following motion:

Having given due consideration to the recommendation of the Tenure Review Committee and the College President, I MOVE

THAT Probation be continued for the following first-year probationer:

Stephen Swope – Health, P.E., and Education

Dr. Chen seconded the motion. The motion passed.

Board Report

2008-2009 Student Honors and Achievements

Jeff Wagnitz introduced Rich Bankhead, Engineering Faculty to present student awards for the Human-Powered Paper Vehicle competition. Rich explained that this competition was a great way for the students to do lots of Math, solve lots of problems, and have some fun. He said this was only a two-credit class but all the students put in a great deal of time and effort. This year, Highline won for *Best Presentation*, and *Most Innovative Design*. The “Land Rover” and the “Human-Powered Hamster Wheel” were displayed and the students demonstrated how they worked. Though coming in last in the speed competition, the students noted that the Human-Powered Hamster Wheel did finish the race. Rich Bankhead said that it was a great learning experience for the students, as the vehicles were to be constructed of no more than 10% non-paper products. One student noted that at first their vehicle was quite overweight on the metal portion, so they had to do a little re-design with duct tape. There were ten teams in this year’s competition and six awards were presented. Over the last four years, Highline has won half of the total number of awards in this competition. Participating students this year were: Michael Jurasek, Nimesh Perera, Jason Miklovich, Joseph Moss, Gursharanjit Singh, Ryan Zanger, Miyako Takitani, Idil Ahmed, and Viet Ong.

Jeff then introduced Barbara Clinton, who announced the names of several students who achieved special awards in the Honors Program this year. They were Tierney Kuhn, Alex Randall, Boreth (Terry) Long, Bethanie Russell, and Rikki-Rachelle Hinz. She said there was an amazing range of interests among these students in their future plans. She noted that the Board had previously met Tierney Kuhn, who plans a career in computer science and will be attending Princeton, Alex Randall who has been accepted to the US Air Force Academy, Terry Long plans to study engineering, Bethanie Russell will be pursuing drama at Pepperdine University, and Rikki-Rachelle Hinz has been accepted to the University of Washington Honors Program and will be studying sociology. Barbara noted that each of these students has a unique story and most have had special obstacles to overcome in their pathway to success. She added that all of these students will be receiving some scholarship support in their future studies and that more than \$2,000,000 in scholarship funding will be awarded to the Honors Program scholars from Highline this year who are going on to continue their studies in the fall. Jeff congratulated the students and Barbara

Clinton for assisting them in navigating through the system to forge their future educational plans.

Dr. Bermingham then presented plaques to both of this year's All Washington Scholars, Tierney Kuhn, and Lance Frank. Tierney was also presented with the Coca-Cola Scholarship medal.

All the students received a round of applause and congratulations from the Board of Trustees.

AREA REPORTS

Instruction

Jeff Wagnitz reported.

- Jeff wished to express his thanks and congratulations to Kathleen Hasselblad, Director of International Student Programs and to Ameer Moon and Mariko Fujiwara for their amazing efforts in the production of Global Fest this year. 175 people attended the wonderful exhibits, booths, and performances. There was a great deal of energy in Building 8 and the décor transformed the space for an exciting event.
- Highline is participating in a second application through the National Science Foundation for the Northwest Engineering Talent Expansion Program. This type of grant makes it possible for Highline to continue programs like the Human-Powered Paper Vehicle program.
- The second Annual report for the Achieve the Dream Program has been submitted, and Jeff expressed his confidence that most all benchmarks were met. Two of the Achieve the Dream coaches recently visited the campus, and were impressed by the Tutoring Center and the I-Best program as well.

Institutional Advancement

Lisa Skari reported.

- Lisa expressed her pleasure in announcing the Distinguished Alumna for 2009 as Dr. Linda Petter. Dr. Petter attended Highline from 1980 to 1983 and transferred to the University of Washington. Her residency was at the Mayo Clinic, and she was also the former Chief of Staff at St. Francis.
- Lisa explained that the publication review process has been completed, and the decision has been made to produce a number of smaller publications that are more targeted to specific audiences rather than larger publications which are more broad-based in their focus.
- The more detailed information on programs will be available online.
- Lisa distributed a couple of the new brochures and explained that this approach should be more cost-effective and will hopefully be more helpful to students.
- The T-Bird Golf Classic will be held again this year on June 12 with proceeds going to the Athletic Department.
- Lisa thanked all those who participated in this year's GALA event.

Student Services

Toni Castro reported.

- Toni applauded Lisa and her staff for the success of this year's GALA.
- She also praised the student leaders who reinforce the positives of a career in education.
- Toni thanked the Services and Activities Budget Committee for all their efforts in assisting the Administration. She noted the \$30,000 proposal currently under consideration for child care voucher support underscores the type of work that is being carried out by the Committee members.
- Toni explained that Educational Planning and Advising is conducting a program known as "Out of the Box" which is geared to introducing students to new opportunities. This program will be taken into lunchrooms to target Juniors and Seniors in High School to look at opportunities at Highline Community College to further their education.
- Highline community College has signed an agreement with City University who will be offering 20 scholarships for transfer degree students to City University. Siew Lai Lilley will be coordinating this process.
- In May, there will be a number of student Award Recognition Ceremonies. Also, on May 14th there will be a Veterans Memorial event, entitled, *Operation Homecoming*, which will feature Ed Hrivnak, author of *Medevac Missions*, who will speak about his experiences with military personnel in Iraq and Afghanistan.
- The student success story for May is Bethanie Russell. Bethanie came to Highline after attending the SCORE conference (Students of Color Opting to Reach Excellence). She holds a 3.9 GPA overall and is active in the Performing Arts and Dance club. Bethanie shows her talent and determination in everything she takes on and is excited to pursue her dreams for a professional career in Drama with a scholarship to Pepperdine University in the fall.

General Administration

Larry Yok reported.

- Larry discussed the focus of Administration's collaboration with Student Services through the STEP program. This program is available at a number of community colleges, but Highline's is unique.
- He noted that the College does not really extend credit because the payment dates coincide with the financial reporting dates and can be managed through Highline's financial division so there is no requirement for a collection service. In the case of nonpayment, the student is simply withdrawn from class and when the student is able to meet the obligation, he or she may re-apply. Consequently, this is a great program for the student as well, since it does not reflect on their credit, and continues to be a very good payment schedule solution for a number of students.

President's Remarks

Dr. Bermingham mentioned that he hoped that everyone could attend the Retirees' Luncheon to be held immediately after the Board meeting. He noted this as a great opportunity to catch up on what all these folks are doing.

Dr. Bermingham wished to express his thanks to Student Government leaders, Lance Frank, and Kelli Tracey. He said they were excellent role models in that they were not just student leaders, but they also saw themselves as having a stake in the institution and its future.

Their proven abilities to make thoughtful decisions will make a tremendous impact as they go forward in their lives. He also wished to thank his leadership team for all their efforts in making difficult decisions in a timely manner through the budget reduction process. Hopefully, he added, this will position Highline to better adapt to the reductions next year. He felt this could not have happened without the commitment of so many passionate colleagues and the strong support of the Board of Trustees.

New Business

Dan Altmayer announced that the Federal Way Chamber of Commerce has received a \$125,000 grant from the State for a Business Incubator program. He explained that he hoped this program could be coordinated with the Small Business Development Center at Highline toward the development of a center in Federal Way. Dan expressed his thanks to Rich Shockley for his support on this project.

Adjournment

The meeting was adjourned at 11:50 am.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on June 11, 2009.

Mike Regeimbal, Chair

Jack Bermingham, Secretary