



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

MINUTES OF BOARD OF TRUSTEES' MEETING

January 14, 2010

STUDY SESSION

*The Study Session was called to order at 8:08 a.m.
Executive Session was announced at 8:08 am to discuss the performance of a public employee.
Executive Session adjourned at 9:23 am. The study session resumed at 9:25 am and the
following topics were discussed:
The Governor's Budget
Legislative Issues
Action Item: Resolution 86-2010 (Pertaining to Authorization of Investment in local Government
Investment Pool)
TACTC Meeting January 24-25
ACCT Meeting in Washington, DC*

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. On behalf of the Board, he wished everyone a very happy new year.

Roll Call

Members Present: Dan Altmayer
Mike Regeimbal
Barbara Reid
Ed Davila

Attorney General Representative: Kristen Byrd

Trustee Elizabeth Chen was unable to attend the January 14, 2010 meeting.

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 December 10, 2009. The motion passed.

Correspondence

Dr. Bermingham noted the recent correspondence from the South King County Tech Prep Consortium. The consortium of HCC and Green River along with local school districts received commendation as a national best practice for Tech Prep Student Outreach. The "Transitions Tours" are one element of a strategic plan to transition secondary students into Professional/Technical programs. Highline's faculty and outreach staff were given high praise for innovation in implementing this program.

Highline is now the recipient of a \$250,000 earmark funding through a bill sponsored by Senator Murray and Representative Smith for outreach programs targeted toward K-12 students to promote career opportunities in supply chain management professions, which will be supported through the Center for Excellence for International Trade, Transportation and Logistics. Funding will also be available for professional development for faculty in these trades and can have an impact in our local community.

Lastly, Dr. Bermingham mentioned that faculty member, Michael Allen, who has been active in local outreach programs with the Africa Chamber and the World Trade Center organization, has been named on an interim basis of one year to lead international initiatives at the AACC. Dr. Bermingham offered his congratulations to Michael and expressed that this opportunity for Michael also speaks well of the College and some of the work that has been done in our region to promote international opportunities.

Standing Reports

Associated Students of Highline Community College

Chris Pennington, President, Associated Students reported.

- Chris stated that the ASHCC has gotten off to a great start in the New Year. The first meeting of 2010 was held earlier in the week and there were now a total of 39 recognized clubs.
- Students had organized the recent Winter Involvement fair which had a great deal of participation.
- The Student and Activities Budget Committee selection process is almost complete with only a few interviews remaining in the process. The Chair of the committee has already been selected.
- The Parking Lot Task Force met to discuss issues with student parking.
- Chris explained he had attended a Student Body Presidents' Summit to discuss the legislative bill advocating student membership on the Board of Trustees. He expressed that he was not supportive of this issue, though it seemed to be about an even split of those who were supportive of the bill and those who were not. He added that there was a consensus, however, of those who were against further reductions in the state education budget. The student rally is now scheduled for February 15 which might be a challenge on a holiday.
- Chris ended his report with an invitation to all of the Board members to attend the Martin Luther King Jr. Week activities on campus.

Washington Public Employees Association

Jeff Grogan will report at the February meeting.

Highline College Education Association

Ruth Windhover reported.

- Ruth expressed that the beginning of 2010 held good news and bad news at Highline. The good news was that Highline had more students than ever; however on the instruction side, full time faculty were carrying increased workloads in evaluations and club sponsorships. In general, faculty were working much harder with fewer resources, and at the same time, their salaries have taken a reduction due to increases in health care costs.
- Ruth added that she was also interested to see what participation would be at Lobby Day in Olympia on February 15th, at a time when faculty members would be sharing their concerns.

Faculty Senate

Buzz Wheeler will report to the Board of Trustees after the Faculty Senate meeting in February.

Action Items

a. Resolution 86-2010: (Pertaining to Authorization of Investment of Highline Community College Monies in the Local Government Investment Pool)

**HIGHLINE COMMUNITY COLLEGE, DISTRICT 9
RESOLUTION 86-2010**

(Pertaining to Authorization of Investment of Highline Community College Monies in the Local Government Investment Pool)

WHEREAS, pursuant to Chapter 294, Laws of 1986, a local Government Investment Pool in the State Treasury was created for the deposit of money of a political subdivision for purposes of investment by the State Treasurer; and

WHEREAS, Highline Community College does hereby find that the deposit and withdrawal of money in the Local Government Investment Pool in accordance with the provisions of this chapter for the purposes of investment as stated therein are in the best interests of Highline Community College; and

WHEREAS, we attest by our signature that we have been duly authorized and empowered to enter into this agreement.

NOW, THEREFORE, BE IT RESOLVED that Highline Community College does hereby authorize the deposit and withdrawal of College monies in the Local Government Investment Pool in the State Treasury in accordance with this chapter for the purpose of investments as stated therein.

BE IT FURTHER RESOLVED that pursuant to the attached form the following College officers shall be authorized to order the deposit or withdrawal of monies in the Local Government Investment Pool.

PASSED AND ADOPTED by the Board of Trustees of Highline Community College, State of Washington, on this 14th day of January 2010.

COMMUNITY COLLEGE DISTRICT 9

State of Washington

Chair Dan Altmayer

Vice Chair Ed Davila

Member Elizabeth Chen

Member Barbara Reid

Member Mike Regeimbal

Certification:

I, Jack Bermingham, Secretary to the Board of Trustees of Community College District 9 State of Washington, do hereby certify that the Above is a true and accurate copy of Resolution No. 86-2010 for the use and purpose intended.

Secretary to the Board

A motion was made by Mike Regeimbal to approve *Resolution 86-2010: (Pertaining to the Authorization of Investment of Highline Community College Monies in the Local Government Investment Pool.)* The motion was seconded by Barbara Reid.

The motion passed unanimously.

A copy of *Resolution 86-2010* in on file with the official minutes in the President’s Office.

Board Report

Update on the Achieve the Dream Initiative

Vice President Jeff Wagnitz expressed his pleasure at welcoming the *Achieve the Dream* coaches, Brenda Beckman and Miguel Ceja to the Board of Trustees’ meeting. Jeff offered a brief background on the initiative at Highline, stating that this was a four year commitment with one year in planning. Highline is now in the third year of the process which offers an opportunity to see what has been accomplished so far and to be able to plan for what might come next. This is a nationwide initiative focused on the Community and Technical Colleges to promote student success through data analysis. At Highline, there are three areas of focus: 1) Increase persistence rates for students in developmental math courses, 2) increase ESL students to credit courses, and 3) increased focus on the students who are three levels below college level math and one level below college level writing. Highline was successful in topping benchmark percentages in these areas.

The coaches have commended Highline for its commitment in these initiatives and for using data in its decision making processes. The *Achieve the Dream* initiatives have also been integrated into the accreditation process. Jeff wished to thank his many colleagues who had been instrumental in support of this initiative including Rolita Ezeonu, Lisa Bernhagen, and Aaron Warnock. Lisa spoke to several areas of focus which she believed were crucial in success for students who are identified for this program. These elements included the advising component, human contact, and having clear career and academic goals. These interventions held many positive results. Rolita discussed the ESL transition to college credit courses and underscored the importance of the advising component, as well. She emphasized the process for students at the

Transition Center and how a cross-division dialogue for students and faculty in the ESL transfer to credit process was making a difference. She added that she felt that Highline was ahead of many other institutions in this area. Lastly, Aaron spoke to the importance of refining the math curriculum with an approach based on life applications. He said this had become fully supported within the Math Division and he had been amazed at the enthusiasm on the part of the faculty to begin to engage students with this approach. He said that this has changed many of his teaching methods and has given new meaning to the curriculum. He added that he would be searching for additional source materials which would be more closely aligned to this perspective.

Jeff Wagnitz agreed that there had been a number of positive outcomes to these efforts for all students, not only those identified within the program. He felt there would be further discussions in future in looking at this as a transformative experience and hoped to find ways to sustain these efforts as institutional changes beyond the finalization of the program.

Dan Altmayer thanked all the presenters for the information and for their involvement in making this initiative such a success.

AREA REPORTS

Institutional Advancement

Lisa Skari reported.

- Lisa wished to make a correction to the written report on the Legislative breakfast. She said that Lesley Coffee was also a student speaker at the breakfast.
- One of the highlights mentioned in the Strategic Initiatives was the Principal/Counselor Day held at Highline in December. This event is designed to share information on curriculum changes and other educational issues between Highline and local K-12 principals, assistant principals, and counselors. It is a helpful communication exchange for our local service district.

Student Services

Toni Castro reported.

- Toni announced that Ekkarath Sisavatdy and Heather Brett participated in the National Academy Advising Association conference and offered two workshops using Camtasia.
- The First Friday Leadership group had over 80 students participating. President Bermingham was a panelist in the "Faces of Leadership" presentation, which was very well received by the students.
- The Commencement committee tasked with planning the June 10 commencement exercises has begun to meet. Commencement exercises will be held at ShoWare Center in Kent again this year.
- Toni mentioned that the Martin Luther King Jr. Week Committee has an excellent program planned for January 19-22nd. It should be an inspiring program with great lectures, panels and workshops.
- The student success story for January is Federico Olivas. He entered Highline in the fall of 1997 in a College 100 program, and is a founding member of the Latino Students Association. Toni introduced him to Bob Bonner in Respiratory Care, and after a successful completion of the program, Federico is now the Lead Manager of Respiratory Care at UW Hospital and completing his Bachelor's degree.

Instruction

Jeff Wagnitz reported.

- Jeff was pleased to announce that a new grant application has been approved to review respiratory care in the State of Washington.
- The Polysomnography program is looking at specialized accreditation. The first site visit will be March 12. The program was selected as part of a national study to determine if it would be feasible to put online.
- Jeff offered his congratulations to Nicki Bly who has been named to the Board at Regional Hospital.
- Highline is one of a relatively small number of colleges that can supply DSHS training for elderly clients in certification for elder care which is a growing population in the Des Moines area.

Administration

Larry Yok reported.

- Larry mentioned that the Facilities Division had been looking forward to the winter break in order to be able to work on some repairs, a number of which have now been completed. Repairs and maintenance work included new doors on Bldg. 6, a new intercom box for security, more restrooms upgraded for ADA compliance, parking lots with re-lamped lighting, and trimmed shrubbery.
- A new Parking Lot Task Force has been formed to look into new methods of revenue collection.

President's Remarks

Dr. Bermingham thanked Student Body President, Chris Pennington and the other students who participated in the Legislative Breakfast in January. Five local legislators turned out for the breakfast which is a very good showing. Dr. Bermingham also thanked the Trustees for their participation in this important event and also to Dan Altmayer and Barbara Reid for their support at the Federal Way Chamber State of the Schools meeting. The attendance of so many supporting Highline was a real mark of teamwork.

As the Legislative Session gets underway, Dr. Bermingham hoped to underscore the value of education in Washington State to local Legislators.

New Business

Dan Altmayer praised the outreach efforts of Lisa Skari's team. He recently heard Jason Prenovost's presentation on behalf of the College and felt he had done a remarkably fine job.

Mike Regeimbal wished to note that the Board and the College send their hopes and support for the country of Haiti after the devastation of the earthquake. He praised the quick response of groups of students and faculty who are raising awareness and funding in support of the Haitian people.

Adjournment

The meeting was adjourned at 11:30 am.

Next Regularly Scheduled Meeting of the Board of Trustees

The next regularly scheduled meeting of the Board of Trustees will be on February 25, 2010.

Dan Altmayer, Chair

Jack Bermingham, Secretary