MINUTES OF BOARD OF TRUSTEES’ MEETING

April 11, 2013

STUDY SESSION

The Study Session was called to order at 8:03 am. Executive Session was announced at 8:03 am to discuss the performance of a public employee. Executive Session was adjourned at 8:21 am. The Study Session continued at 8:25 am and the following topics were discussed:

- Update on the Chinese Language School
- Legislative Issues
- TACTC Update
- BAS degree
- Accreditation
- International Programs

The Study Session adjourned at 10:00 a.m.

MEETING

Call to Order
The meeting was called to order at 10:06 a.m. by the Chair of the Board of Trustees, Debrena Jackson Gandy.

Roll Call
Present:

Debrena Jackson Gandy
Dan Altmayer
Bob Roegner
Fred Mendoza

Attorney General Representative: H. Bruce Marvin

All members of the Board of Trustees were present with the exception of Dr. Davila.

Approval of Minutes
A motion was made by Bob Roegner and seconded by Dan Altmayer to approve the minutes of the regularly scheduled meeting of February 21, 2013. The motion passed.
Debrena Jackson Gandy announced that there would be an alternation in the agenda in order to accommodate public comments from Mr. Jack Kniskern in the early part of the meeting.

President Bermingham noted that Mr. Kniskern was a former Trustee of the College from 1987 to 1996. Mr. Kniskern then spoke to the Board members about some ideas he wished to convey regarding community betterment for peace. He indicated that he would like to distribute some materials to the board members for them to become familiar with his ideas. He noted that he was also in discussion with members of Rotary on shared aspirations and cooperation between entities to enhance the full spectrum of education.

**Correspondence**

President Bermingham distributed photos of the All Washington scholars from Highline who were recently honored at the All Washington Academic Team event in March, Jemimah Kamau, and Lloyd Thomas. He thanked Dan Altmaier for attending and representing the College as well.

Dr. Bermingham continued in correspondence with the announcement of the recent article in the Chronicle of Higher Education on our Alumni Program, which mentioned Madison Gridley, Highline’s Alumni Program Director. He noted that this marks great visibility for our efforts in moving this program forward. The next alumni event will be on the fourth of June at which a number of retiring faculty will be honored and will provide an opportunity for alumni to mingle with faculty members who have had a positive influence on their education.

Another article recently published through NAFSA was written by Chris Connell and highlights community colleges going global. A number of projects were noted, including those at Highline. Dr. Bermingham expressed his delight at seeing Highline’s international efforts projected beyond the local neighborhood on a national level through this publication.

**Standing Reports**

**Associated Students of Highline Community College**

Jemimah Kamau reported for Nimotalai Azeez:

- Jemimah noted that Nimo was in attendance at the Students of Color Conference.
- Jemimah offered a short introduction of herself in her role as Vice President of Associated students. She was born in Kenya, and later studied in France before coming to HCC. She has been involved in the Writing Center, and founded a student writing group and is now excited to participate in student government. Jemimah hopes to graduate in summer and attend Mt. Holyoke or Amherst College in the fall.
- Jemimah has invited the club leaders to attend student council meetings and report on what they are doing.
- Some revisions have been made to the student government application process which will now require two letters of endorsement and the applicant must also attend a student government meeting.
- The Student Legislative Committee is having a luncheon on April 18 and on May 3, the Voice Academy will meet to formulate the white paper this year to present to the State.
- Student applications for commencement speaker are due on May 10.

**Washington Public Employees Association**

Gerald Jackson reported.
• Gerald explained that there were no updates from WPEA, and asked the board members if they had any questions.

Highline College Education Association
Ruth Windhover reported.

• Ruth noted that soon the legislature would make two decisions on faculty benefits, which involve step increases. She explained that funding for salary increases are not contained in the Governor’s budget or in the House and Senate budgets. Ruth provided a short overview on the lack of support in the legislature for increment funding for higher education faculty. She noted that UW does not bargain through their union.
• At a recent conference she attended, she explained that William Zumeta, UW Professor in the Evans School of Public Affairs, predicted that state funding would never return to former levels in higher education.
• Ruth explained that the average salary for a faculty member with a Master’s degree and fourteen years of teaching experience earns approximately $60,500 and across the system the average is slightly less. The impact of health benefits for faculty members was also discussed. Faculty increments have not been funded for the last six years. Lastly, Ruth explained that without any salary increases it would be increasingly difficult to recruit and retain significant individuals in these positions.

Faculty Senate
Buzz Wheeler reported.

• Buzz noted that the Faculty Senate was currently dealing with one major issue regarding the overload policy. This was brought to the attention of the Senate by the Education Planning Division and Student Services.
• The Senate has established a subcommittee to review and establish a proposal, and Student Services also submitted a proposal. The two groups have decided to meld the two in order to match issues on both sides to meet flexibility needs. There will be a meeting later in April to brainstorm and it is hoped that this issues will be resolved before the end of the academic year.

HCC Foundation
Rod Stephenson will report during the next meeting.

Board Report: Learning Materials Update

Vice President Larry Yok introduced Shirley Bean to provide an overview for the board report. Shirley explained that it was important to provide a short history for the context of this report. She explained that historically, college learning materials mostly referred to textbooks, but today there is a much wider arena for learning materials, inclusive of a variety of media. She said that Highline was extremely fortunate to have Laura Nole as Manager of the bookstore who has led a transformation in the business and allowed the College to lower costs considerably for students.

Shirley explained that the old ideas of the business model for bookstores were mostly centered on the standard model of seventy cents on the dollar going back to the publisher for textbooks, and as textbook pricing has continued to rise, this has placed a considerable burden on students.

Laura Nole then explained some of the new developments in the bookstore. She noted that Eric Ho’s expertise in IT has allowed the bookstore to develop several new practices. The bookstore has now implemented software which offers a “price comparison tool.” This allows
for a snapshot of comparative pricing with other vendors for the same text or other learning materials. Students can then quickly decide where to purchase the product and it also allows the bookstore to become more competitive than in the past.

The rental program has also expanded the market for students which is partnered with other vendors. The library has also been helpful in assisting the bookstore with software which will be imported into the bookstore system. The rental system has been a favorite among students and has produced considerable savings since 2010.

Laura also described the process of textbook bundling and how the breakout of bundles can provide cheaper product for students. Rentals of iPads and the Microsoft Surface Tablet are also popular. Eric Ho has also been instrumental in a partnership with Adobe, and reduced pricing for software has been made available. E-texts have not caught on as quickly, but this may be something that will be more available in the future. Some schools are providing tablets which are pre-loaded with course materials. Lastly, the concept of Open Source materials was discussed and the difficulties with maintaining current information.

Most students still prefer the convenience of the bookstore rather than outside vendors and the bookstore is committed to providing the best possible options for the campus.

Area Reports

Instruction
Jeff Wagnitz reported.

- Jeff wished to congratulate Emmanuel Chiabi for his acceptance to the Fulbright Program for Cameroon. This will be Dr. Chiabi’s second Fulbright experience.
- April is National Poetry Month and Highline will be hosting many activities to honor this event, including readings and a gallery exhibit.
- April 15 is not only tax day, but it is the last day to take the Compass test. The new program will be “MyMathTest.”

Student Services
Toni Castro reported.

- There are three high profile events in support of Core Theme 2. The Students of Color Conference is soon underway in Yakima.
- 35 faculty members participated in the Northwest Equity White Privilege Conference and will be returning to campus and coordinating follow-up meetings in order to incorporate cultural competency pedagogy into the classroom. Highline was noted as a grassroots sponsor of this event.
- The 16th annual Unity through Diversity Week is held in April which promotes social justice education and has the menu of events on the website.

Institutional Advancement
Lisa Skari reported.

- Lisa explained that this marked the 16 day countdown to the GALA this year. Sponsors include Edward Jones, BECU, Highline Medical, Starbucks, the Yoshida Group, and BNY Mellon. She said there are many unique items for the auction.
- Career Coach, a new job search and resume builder tool is now available. It is quick and easy to use and should provide great visibility for Highline. We are the first
community college to provide this service in the area. It is used at Walla Walla and at Columbia Basin.

**Administration**

Larry Yok reported.

- Larry said that in continuing the core theme on sustainability, Highline is participating in a grant to study energy conservation costs. Lighting improvements will be implemented through this grant for a number of buildings.
- There has been a $3 million reduction over the last several years in energy costs.
- In June, two electric vehicle charging stations will be provided. This is also possible through a Department of Energy grant. Highline hopes to see some revenue from these stations.

**President's Remarks**

President Bermingham wished to thank Jack Kniskern for his remarks to the Board and for his continuing support to the College through the years. He has also provided homestays for a number of our international visitors. He has been particularly active in Kent Sister Cities and with our exchange visitors from the Yangzhou Foreign Exchange Office.

Dr. Bermingham also highlighted National Poetry Month. He added that in a recent study on education, it was stated that it is crucial for students to further develop their communication skills and to be able to apply critical thinking skills in their work. He further added that it seemed most appropriate to encourage more participation in these types of opportunities to assist in developing these skills.

Dr. Bermingham also followed up on the discussion on E-learning and Open Source materials. He noted that conversations with Trustees and the Cable Green of the State Board in recent times had highlighted open source materials; however, no further discussions seemed to include a plan on how future editions of open source materials would be supported.

**New Business**

None.

**Adjournment**

The meeting was adjourned at 11:34 a.m.

**Next Regularly Scheduled Meeting of the Board of Trustees**

The next regularly scheduled meeting of the Board of Trustees will be on May 9, 2013.

Debrena Jackson Gandy, Chair

Jack Bermingham, Ph.D., Secretary