MINUTES OF BOARD OF TRUSTEES’ MEETING

May 9, 2013

STUDY SESSION

The Study Session was called to order at 8:10 am. Executive Session was announced at 8:10 am to discuss the performance of a public employee. Executive Session was adjourned at 8:18 am. The Study Session continued at 8:22 am and the following topics were discussed:
- Quarterly Financial Report
- Preliminary Review of the Student and Activities Budget for 2013-2014
- Mission Statement
- Action Items: Resolution 110-2013 Pertaining to StartZone Microenterprise
- TACTC Update
- Legislative Issues
- Possible Changes in Board of Trustees’ Meeting Dates for fall, 2013
- Commencement Activities, June 12, 2013

The Study Session adjourned at 9:54 a.m.

MEETING

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

Roll Call
Present: Debrena Jackson Gandy
Bob Roegner
Fred Mendoza

Attorney General Representative: H. Bruce Marvin

All members of the Board of Trustees were present with the exception of Dan Altmayer and Dr. Ed Davila.

Approval of Minutes
A motion was made by Fred Mendoza and seconded by Bob Roegner to approve the minutes of the regularly scheduled meeting of April 11, 2013. The motion passed.
A subsequent motion was made by Fred Mendoza to approve the minutes of the Special Meeting of the Board of Trustees on April 4, 2012. This motion was seconded by Bob Roegner. The motion passed.

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Correspondence

President Bermingham requested that Vice President Jeff Wagnitz offer comments on the first item of correspondence. Vice President Wagnitz noted that Psychology Faculty member, Sue Frantz, is the recipient of the new APAPT@CC Award for Excellence in the Scholarship of Teaching and Learning at a Two-Year College or Campus. This is a prestigious national award and recognizes the teaching contributions of faculty at 2-year institutions. As the recipient of this award, Dr. Frantz will receive a $1000 monetary award and a ceremonial plaque from APA at the awards event in August.

Dr. Bermingham continued the agenda items for correspondence in his notation of the Community Breakfast which was held on May 1st. He explained that the community breakfast offers an excellent time for Highline to recognize the efforts of our partners in education in our community and also to engage with new partner opportunities. Nathan Phillips from the South King Council of Human Services and Trise Moore of the Federal Way School District were both honored at the breakfast meeting for their outstanding work in our community.

Dr. Bermingham noted that he had recently traveled to Washington, DC along with two of Highline’s students from the CCI program to visit the Embassies of their countries of Brazil and Indonesia, as well as to meet with some of Washington State’s legislative offices. Vice President Lisa Skari also accompanied the group. Dr. Bermingham praised the students for their preparation and willingness to advocate for the continuation of the CCI program in their remarks on the excellence of the program.

Standing Reports

Associated Students of Highline Community College

Nimotalai Azeez reported.

- Nimo noted that the applications and interviews for the student speaker for commencement had been completed, and Tina Bui was the selected speaker.
- Elections have also been held for student government positions for next year and the votes have been tallied. The voting was held completely online this year. The new officers are: President, Saka Raheem, Vice President, Passion Johnson, and Speaker of the Caucus, LaTonya Brisbane.
- LaTonya Brisbane was also the regional representative for HCC to the Voice Academy.

Washington Public Employees Association

Gerald Jackson reported.

- Gerald wished to express his thanks on behalf of the Classified Staff members for the training class opportunities that have been provided through the administration as a means of logging hours after the pay reduction of last year. He noted that out of 134 classified staff members, 42 persons had participated. About half of those participating completed all 12 hours of overtime allotted.
- Gerald also thanked the Board members for their support and expressed the appreciation of classified members for the M Step addition into the contract.
Highline College Education Association
Ruth Windhover reported.

- Ruth re-iterated her earlier reports on the concerns of faculty regarding the proposed legislative changes in part-time faculty benefits.
- She also expressed her concerns that both the Senate budget and the Governor’s budget are notable in their absence of addressing faculty increments. It has now been 6 years since the faculty have been given salary increments. Though she understands that Highline’s Board of Trustees has been very supportive of the faculty, she voiced concerns that the system had not been active in support of the faculty in this regard.

Faculty Senate
Buzz Wheeler reported.

- Buzz noted that the spring elections for representatives to the faculty senate are underway. There are three openings on the Executive Committee: Faculty Senate Chair, Vice Chair, and Senator at Large. Elections need to be completed by the end of May. Five committees also have openings.
- The proposal on the overload policy is under review as this has been a concern for student success rates. Faculty discussion has resulted in the belief that students should have faculty approval to enroll for over 18 credits and hold a 3.0 GPA. These two criteria are important for student success.

HCC Foundation
Rod Stephenson reported.

- Rod noted that 170 persons attended the GALA this year. Josh Penner, from Veterans Affairs introduced Brian Jackson, a student speaker, who was very well received.
- Junki and Linda Yoshida generously made a large donation again this year which included a match, and the total proceeds are at $95,000.

Action Items

Action Item a. Approval of Highline Community College Mission Statement.

Fred Mendoza moved to approve the revision of the Mission statement which he read as follows:

As a public institution of higher education serving a diverse community in a multicultural world and global economy, Highline Community College promotes student engagement, learning, and achievement, integrates diversity and globalism throughout the college, sustains relationships within its communities, and practices sustainability in human resources, operations, and teaching and learning.

Bob Roegner seconded the motion. The motion was unanimously approved.

Action Item b. Approval of Resolution 110-2013 (Pertaining to StartZone Microenterprise Program)

Prior to making the motion for approval, Bob Roegner offered an overview regarding the purpose of the resolution for StartZone. This resolution is an authorization by the Board of Trustees for the College to submit the application for funding to King County CDBG. Mr. Roegner then made the motion to approve Resolution 110-2013. Fred Mendoza seconded the motion. The motion passed.
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WHEREAS, Highline Community College is fully committed to providing small business development services to its service area via the StartZone Microenterprise Program at Highline Community College; and,

WHEREAS, the King County Community Development Block Grant (CDBG) Consortium is accepting applications for funding to support microenterprise development projects in south King County,

THEREFORE BE IT RESOLVED, that the Board of Trustees of Highline Community College supports development of the StartZone Microenterprise Program and submission of an application for 2014 funds from the King County CDBG Consortium in the amount of $77,000.

PASSED BY THE BOARD OF TRUSTEES this 9th day of May, 2013.

COMMUNITY COLLEGE DISTRICT 9
State of Washington

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. 110-2013 for the use and Purpose intended.

______________________________
Secretary to the Board

________________________________________
Chair Debrena Jackson Gandy

________________________________________
Vice Chair Bob Roegner

________________________________________
Member Dan Altmayer

________________________________________
Member Fred Mendoza

It was noted that the language of the original signed copy of the resolution was amended to read:

THEREFORE BE IT RESOLVED, that the Board of Trustees of Highline Community College supports development of the StartZone Microenterprise Program and authorizes submission of an application for 2014 funds from the King County CDBG Consortium in the amount of $77,000.

The official copy of Resolution 110-2013 is on file in the Office of the President.

Board Report: Honors, Awards, and Recognitions of 2012-2013

President Bermingham noted that the Board Report for this meeting would consist of a series of recognitions and awards that students have received during the last academic year.
The All-Washington Scholars were recognized: Jemimah Kamau, and Lloyd Thomas. Jemimah has been awarded an additional scholarship from the Washington State Trustees Association. During the March ceremony, Governor Inslee also made a special mention of Lloyd’s accomplishments.

The Next Step Scholar for UW Tacoma next year is Charles Reeves. Mr. Reeves participated as one of the student speakers this year at the fundraising breakfast. Joe Putnam was announced as a recipient of Jack Kent Cooke Scholar Award.

Jonathan Brown wished to recognize several students who were presented with special recognitions this year. Sara Davidson received the Center for Leadership and Service Award, Lawrence Lille received a special award from the ACHIEVE Program, Hyunwoo Kim received an award for scholarship in Mathematics, and Athletic Director John Dunn recognized the following three outstanding student athletes: Kourtney Grisham, Natalie Lawrence, and Grace Beardenphl.

Charis Hnin, Internship Coordinator for International Student Programs, introduced the CCI student cohort of 2012-2013. The students introduced themselves individually and offered a little information about their experiences this year and their plans for the future as they return to their home countries. The cohort students are:

Rizwan Ali of Pakistan, Ariana Cartin, from Costa Rica, Karim Yar Baig, also from Pakistan, Manuela B. Lopes de Andrade of Brazil, Janelian Batlimurik of Indonesia, Maria Gomez from Costa Rica, Simphiwe Dube, from South Africa, Fadime Ergun from Turkey, Ernest Hasha, from South Africa, Wycliffe Mwatu of Kenya, and Catherine Warecha, also from Kenya.

The Division Chair of Pure and Applied Sciences, Amelia Phillips, discussed the unique aspects of the Cyber Defense Competition held at Highline this year. The scenario for the competition was set up as a situation in which a bomb had gone off at “Gotham Hospital.” The electrical systems were down, so the teams had to try to deal with this situation. A couple of students who participated in the competition described their experiences and what they had learned from the exercise. Ms. Phillips then commented that the only community college teams involved in the competition were from Whatcom Community College and Highline. She noted that all of the students had logged in many hours of preparation prior to the competition.

Lastly, Rich Bankhead, Engineering Faculty member, introduced his team of students who participated this year in the American Society of Mechanical Engineering Student Development Conference. The students offered a demonstration of the robot they had entered and described the tasks that were set up as the criteria for the competition. Mr. Bankhead noted that Highline was the only 2-year institution involved in the competition.

Area Reports

Instruction
Jeff Wagnitz reported.

- Jeff explained that Highline continues to be a magnet in being recognized as an innovative institution, as evidenced by the number of requests we have recently received to visit a number of our programs.
- Jeff wished to recognize the efforts of Tim Wrye, Kurt Giessel, and Mark Wynne for their efforts in Instructional Computing operations.
- The Health Professions Opportunity Grant has provided for more training opportunities in Nursing Assistant and Home Health Aides. Highline has had more than 35 visitors for this program from southern states, Oregon, and British Columbia.
• Another notable program this quarter is the English Acceleration Program, which is gaining visibility.

**Student Services**
Toni Castro reported.

• Toni wished to underscore Dr. Bermingham’s comments about the power of learning cohorts. She explained that Highline has been conducting a focus group on cohort studies and believes that a great deal of effort is being put forward in creating a dynamic leadership experience for students to gain professional experience.
• Toni noted the many events of the season including API week, Global Fest, the Student Awards Ceremony on May 22nd, and the Multicultural Graduation on May 30th.
• The Laramie Project performance is scheduled at the end of the month and will include a couple performances for local high school students, followed by discussion with the actors and faculty.

**Institutional Advancement**
Lisa Skari reported.

• Lisa expressed her thanks to Rod and all of the IA staff members who worked tirelessly to prepare for the GALA this year.
• She noted the excellent comments received from parents this year as a follow-up to the Young Male Black and Brown Summit. Thanks to the efforts of Rashad Norris, there is growing participation in this event.
• The Volunteer Tax Program has reported that Highline has helped over 420 low-income families file their tax forms this year resulting in more than $617,000 in refunds. A primary area that is misunderstood for many in their filing has been the Earned Income Tax Credit section. The Bridge to Basics effort has assisted in getting 41 households connected to basic services.

**Administration**
Shirley Bean reported for Vice President Yok.

• Shirley extended congratulations to all of the students who were recognized.
• The electric car charger program is under way and has been instituted with savings from the Energy Grant.
• Shirley also explained that the goats from the vegetation management program would be returning to campus at the end of the month.

**President’s Remarks**

President Bermingham offered his thanks to the faculty for a great academic year. He said that as Ruth Windhover had mentioned, it has been a tough time in which academic salaries had not moved, and the spillage of the public dialogue has not been very encouraging. However, seeing the students at this meeting and the great work that they are doing is a realization of the day to day efforts put forth by the faculty and staff at Highline. The economy has not diminished the enthusiasm of either the faculty or the students. President Bermingham thanked Charis Hnin for stepping in to introduce the CCI cohort, and he also wished to echo Lisa Skari’s remarks on thanking Rod for his efforts on the GALA. He closed with further thanks to John Dunn and to Rashad Norris for their efforts in providing great leadership opportunities for students.
New Business
None.

Adjournment
The meeting was adjourned at 11:55 a.m.

Next Regularly Scheduled Meeting of the Board of Trustees
The next regularly scheduled meeting of the Board of Trustees will be on June 13, 2013.

Debrena Jackson Gandy, Chair

Jack Bermingham, Ph.D., Secretary