MINUTES OF BOARD OF TRUSTEES' MEETING

September 20, 2012

STUDY SESSION
The Study Session was called to order at 8:40 am after Trustees and Executive Staff members attended the Opening Week Coffee Social hosted by the Center for Leadership and Service. Executive Session was announced at 8:40 am to discuss the performance of a public employee. Executive Session was adjourned at 9:20 am. The Study Session continued at 9:25 am and the following topics were discussed:
  Overview of the 2012-2013 Budget
  TACTC Retreat Update
  Update on Meeting of the State Board
  October 16th special meeting
The Study Session adjourned at 10:02 a.m.

MEETING

Call to Order
The meeting was called to order at 10:14 a.m. by the Chair of the Board of Trustees, Debrena Jackson Gandy.

Roll Call
Present: Debrena Jackson Gandy
  Dan Altmayer
  Bob Roegner
  Ed Davila

Attorney General Representative: H. Bruce Marvin

Trustee Mendoza was excused from the September 20th board meeting due to a conflict in his schedule.

Approval of Minutes
A motion was made by Dan Altmayer and seconded by Bob Roegner to approve the minutes of the regularly scheduled meeting of July 12, 2012, and the minutes of the Special Meeting of the Board of Trustees of August 9, 2012. The motion passed.
Correspondence

President Bermingham noted that Vice President Lisa Skari was ill and Rod Stephenson, Executive Director, HCC Foundation, would be standing in for Ms. Skari.

Dr. Bermingham also wished to recognize Vice President Toni Castro. Ms. Castro would be attending the Women's Empowerment Luncheon later in recognition for her efforts in promoting women in diversity, social justice, and education.

President Bermingham further recognized faculty member, Michael Girvin, also known as "Mr. Excel." Mr. Girvin is the author of Slaying Excel Dragons. Dr. Bermingham presented him with the recognition medal as a winner of the 2012 NISOD award for excellence in teaching.

The visiting faculty and administrator group from Indonesia were requested to offer introductions and note the institutions they represent as well as the visiting Chinese faculty member from Shanghai, Hu Wenjie, who will be at Highline for this academic year.

Standing Reports

Associated Students of Highline Community College
Reports from Student Government will begin at the next regularly scheduled Board Meeting.

Washington Public Employees Association
No report was presented from WPEA.

Highline College Education Association
Ruth Windhover reported.

- Ruth noted that Opening Week often reveals how talented the faculty, staff, and students are at Highline in the many activities that are scheduled during this timeframe.
- Ruth also explained that in hearing the budget request which was being discussed for the purpose of increasing faculty salaries, she wished to underscore that the growing body of research indicates a lack of retention in classes also shows a connection to the increase of part-time over full-time faculty at higher education institutions.
- She wished to thank all the board members for serving the college so well and for their support during these difficult economic times.

Faculty Senate
The Faculty Senate reporting will resume later in Fall Quarter.

HCC Foundation
Rod Stephenson requested to provide the Foundation report during the Area Report section of the meeting, as he was representing Vice President Skari.

Action Item

Action Item a. Approval of HCC Budget, 2012-2013

Bob Roegner made a motion to approve the Highline Community College budget for 2012-2013. It was seconded by Dan Altmayer. The motion passed.

Mr. Roegner also wished to express his thanks to Vice President Larry Yok and Lisa Wolcott for their official presentation of the budget during the Study Session and all their work on this process.
Board Report: Student Attainment Initiatives Update

Vice President Jeff Wagnitz offered an overview of the core themes as a basis for discussion of key aspects of student attainment that are deemed important at Highline. He indicated that it was important to understand the value of looking at students at all junctures of their educational pathway, and not only at the end, or at the completion of a degree. He began by presenting a graph which indicated the Momentum-Point Model through a series of progressive stages and credit accumulation. Jeff further explained a number of challenges for ABE/ESL students entering below college levels in English and Math.

Wendy Swyt, Chair, Arts and Humanities Division, opened her section of the presentation by explaining the lack of understanding on the part of many students regarding the Compass testing procedures and the subsequent issue of placement levels. She referred to the three principles for improvement as:

- Ethical placement
- Acceleration and dual enrollment
- Curriculum streamlining

Ms. Swyt noted that assisting students to move out of remedial coursework into college credit bearing courses is very motivational towards success. President Bermingham added that there are also interesting variations in content level within the math curriculum. For instance, what we now consider as intermediate algebra was a college algebra course more than a decade ago. Currently this course would be considered remedial and not an entry-level course. Diana Lee, Math Department Coordinator, discussed pre-college pathways in math and the ways in which the new content-specific teaching methods that the math faculty have focused on are increasing completion and retention rates within the Math division.

Jeff discussed that the next steps which are in process for improving student attainment rates are in reading apprenticeships, developing culturally-responsive pedagogy, increased faculty advising, and the mandatory orientation program.

Area Reports

Institutional Advancement

Rod Stephenson reported for Vice President Lisa Skari.

- Rod mentioned that the HCC Foundation had started their kick-off annual campaign in October with a goal of $40,000. Last year the goal was $30,000.
- Due to a couple of very generous donations last year, the Foundation exceeded the $70,000 level.
- The Gala-funded item last spring to award scholarships this fall produced more than 100 scholarships for a total of $125,000.
- Rod noted that in following along the concepts of Core Theme #3-- to build relationships and encourage community involvement, HCC has hired Madison Gridley as the new Alumni Coordinator. The second annual alumni event will be held on December 20th this year.
Student Services
Kate Bligh reported for Vice President Toni Castro.

- The Student Services Division holds a focus on Core Theme #2 which emphasizes student diversity and globalism. An intensive 3-week training program to support this theme is undertaken each fall which also supports Core Theme #1 in providing excellence in teaching and learning opportunities.
- As the Mandatory Orientation Program is now underway, the Student Services Division is interested in collecting data on its effectiveness. As this is a new program, staff are still navigating various ways to collect information on the results of the program in order to continually make refinements to improve student success.

Instruction
Jeff Wagnitz reported.

- Jeff noted that HCC is one of 5 colleges in the State to offer courses through the Early Achievers Opportunity Grant in training for such programs as childcare workers. This provides a great case study in early learning and the coursework is tied to a certificate program through Workforce Education. Jeff wished to express his thanks to Alice Madsen, Jodi white, Patricia McDonald, and Kathy Oberg for their great work on putting this program in place.

Administration
Larry Yok reported.

- Larry explained that storm water drainage issues on campus have been under maintenance work, as Massey Creek actually originates on campus from an underwater source. HCC is required to have a permit to discharge the runoff and petroleum, litter and other pollutants must be controlled. The pond area has been significantly improved after maintenance.
- The vegetation maintenance program using goats to clear the underbrush was begun over 3 years ago and is now believed to be very effective. There still must be some dredging, but it is much less expensive that other labor. It also assists with our sustainability efforts.

President's Remarks
President Bermingham remarked that the campus had been full of activities over the summer months. A number of colleagues were active in commissions and councils statewide. Dr. Bermingham wished to acknowledge the work of Representative Zack Hudgins from the 11th District for his support of higher education issues in our service area.

Mr. Chris Foertsch was recognized for his active role in the Indonesian faculty and administrator exchange program at Highline. Chris traveled to Indonesia last spring as part of his individual professional development and has been instrumental in assisting the Indonesian exchange program.

President Bermingham also thanked a number of colleagues in their efforts for assistance with partnerships in South Africa and Namibia this summer; Joy Smucker, for her work on the paralegal program with Cape Peninsula University of Technology, Natasha Burrowes for her work with several institutions on developing pathways for adapting the concepts of student leadership and service, Ed Morris for his dedicated efforts in further developing the Math
program in Namibia, and Amelia Phillips for her work in Namibia on computer forensics, and to James Peyton for his efforts on the advanced degree program development with NMMU. Dr. Bermingham noted that a special moment was shared with Ed Morris as they traveled to a local high school in Namibia to present the donation of calculators for the Math Division and were able to witness the high school’s logo which had been named in honor of the partnership, Highline High School. It was now complete with HCC’s former logo of the longhouse. Dr. Bermingham said it was a very nice opportunity to share relationships across the globe. Additional plans have been made to expand partnerships with Judy Perry’s Achieve Program and the Center of Excellence in some of the port areas.

Dr. Bermingham noted that Dan Altmayer would be accompanying him to the ACCT leadership conference in October and they hoped to visit with a number of the HCC alums who are now attending colleges in the Boston area.

New Business
None.

Adjournment
The meeting was adjourned at 11:51 a.m.

Next Regularly Scheduled Meeting of the Board of Trustees
The next regularly scheduled meeting of the Board of Trustees will be on November 15, 2012.

Debrena Jackson Gandy, Chair

Jack Bermingham, Secretary