MINUTES OF BOARD OF TRUSTEES’ MEETING

September 26, 2013

STUDY SESSION

The Study Session was called to order at 8:06 a.m. The following topics were discussed:
Resolution on the Appreciation for Service of Dr. Ed Davila, former Trustee
Review of the Mission Fulfillment Report
Overview of Accreditation
Year-End Financial Report
HCC Budget
ACCT

The Study Session adjourned at 9:56 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, Bob Roegner.

Roll Call
Present: Bob Roegner
Fred Mendoza
Debrena Jackson Gandy
Dan Altmayer
Sili Savusa

Attorney General Representative: H. Bruce Marvin

All members of the Board of Trustees were present.

Approval of Minutes
A motion was made by Fred Mendoza and seconded by Debrena Jackson Gandy to approve the minutes of the regularly scheduled meeting of July 11, 2013. The motion passed.

Chair Roegner announced a slight change in the order of the agenda in order to accommodate the schedule of Dr. Ed Davila.
Action Item b.

Action Item b. Pertaining to the Appreciation for Service of Trustee Ed Davila, M.D.

President Bermingham noted that Dr. Ed Davila had been appointed to the Board of Trustees in 2002 and continued as a Board member for Highline Community College through July of 2013. He said he remembered his efforts to collaborate with K-12 and to also work with the broader community. Dr. Bermingham said that Dr. Davila had lent an important voice to the Board of Trustees in recognizing the underserved, and that he was still actively assisting Highline by seeking out key leaders of the Hispanic community to engage with new efforts in advocating for students.

Chair Roegner added that Dr. Davila had mentored many of the current board members and called upon Trustee Altmayer, who moved to approve Resolution 116-2013, (Pertaining to Appreciation for Service of Trustee, Dr. Ed Davila.) Debrena Jackson Gandy seconded the motion. The motion passed.

Trustee Altmayer read the following resolution for the record:

HIGHLINE COMMUNITY COLLEGE, DISTRICT 9
RESOLUTION 116-2013

(Pertaining to Appreciation for Service of Dr. Ed Davila)

WHEREAS, Dr. Ed Davila has served on the Highline Community College Board of Trustees from 2002 through 2012 as a member of the Board of Trustees,

WHEREAS, Dr. Davila has rendered distinguished service on behalf of the Trustees, the president, faculty, staff and students of the College,

WHEREAS, he has served the College in promotion of its excellence in teaching and learning and supported its collaborations in support of democratic governance,

WHEREAS, he has passionately advocated for strong support of globalism and diversity as key tenets of excellence in education,

WHEREAS, he provided an important network for engagement with the Hispanic communities,

WHEREAS, Dr. Davila has been an active and consistent supporter of the advocacy of the mission of the college in serving the disadvantaged in our community,

THEREFORE, BE IT RESOLVED that the Board of Trustees on behalf of themselves and the administration of Highline Community College express their heartfelt appreciation for Dr. Davila's service to Highline Community College and extend their sincere wishes for the very best in all his future endeavors.

PASSED BY THE BOARD OF TRUSTEES this 26th day of September 2013.
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. 116-2013 for the use and purpose intended.

Secretary to the Board

An official copy of Resolution No. 116-2013 is on file in the Office of the President.

Dr. Davila noted that it had been an honor to serve on the board and to be able to continue many relationships that he has made at Highline. He said he felt that democracy starts at Highline and that now that he has had a chance to reflect upon many of the changes over the years, he was very gratified. He said that sometimes, it seems those changes take a long time. However, he believes that what he has seen is that governance is fair, but often takes time and patience.

**Correspondence**

President Bermingham distributed a copy of a recent publication, “Progress Report to the Community” from the Federal Way School District which highlighted the District’s partnership with Highline Community College.

Dr. Bermingham also mentioned the announcement that Highline has been named one of the “Best Colleges to Work For” by the Chronicle of Higher Education. Three years ago, Highline was also designated as a recipient of this honor. This year, two areas were highlighted which included Highline’s work in diversity and also in classroom teaching and learning.

**Standing Reports**

**Associated Students of Highline Community College**

Saka Raheem reported.
- Saka offered a short introduction of his background. He is from Burkina Faso in West Africa.
- Saka noted some of the training opportunities he has had to begin his new role, and said that one of his goals was to create additional clubs for students.
- Saka also introduced Passion Johnson, this year’s Vice President, and LaTanya Brisbane, Speaker of the Caucus.
- The student leaders talked about Thunderweek activities during which 5000 handouts were distributed to students. They also hope to get more of the International students involved in campus activities.
Washington Public Employees Association
No Report for July.

Highline College Education Association
Ruth Windhover reported.

- Ruth said that this was the first time in five years that she could be positive on the subject of faculty salaries, and noted that she was gratified and pleased on the increase for faculty.
- She also said that in a recent WEA meeting, King County Executive Director Dow Constantine had been interviewed and he had praised Highline as a fine institution and the effective presence the college had made in Olympia. Ruth mentioned that Mr. Constantine’s Father was a former faculty member at the college.

Faculty Senate
A report from the Faculty Senate will be offered in the next meeting.

HCC Foundation
Rod Stephenson reported.

- Rod said there have been 40 scholarships already awarded this fall for a sum of over $70,000.
- More scholarships are available for ESL students.

Action Item a.

Action Item a. Motion to approve the budget for Highline Community College for 2013-14.

Trustee Mendoza moved to approve the 2013-14 budget for Highline Community College as presented to the Board of Trustees. Trustee Jackson Gandy seconded the motion. The motion carried.

Board Chair Roeagner noted for the record that Trustee Savusa would be replacing him on the Finance Committee for their future meetings.

Board Report

Update on the Welcome Back Center

Vice President Jeff Wagnitz introduced Linda Faaren, the Director of the Welcome Back Center. He said that Ms. Faaren’s responsibilities are quite varied and include the Welcome Back Center.

Ms. Faaren provided a short history of the Welcome Back Center, indicating that it started with the field of healthcare, and had been based upon a model from San Francisco. The Center’s goal was to assist individuals who carry medical degree backgrounds from other countries into obtaining what is necessary to gain certification to work back in the healthcare field here in the US. She said that most people think one of two things: 1) that one can never get back into the field, or that 2) that one can easily get back into the field. She added that both those ideas were false. She said healthcare does have many barriers to overcome, but believes that the industry will still be requiring more skilled workers. She described some of the issues facing those getting back into the nursing profession in the US after having worked as a nurse already in their home countries. There is a lot of preparation before taking the tests.
Ms. Faaren explained that there many talented workers that are going untapped at this point. She said that the field is also trying to determine how to assess the certifications they might already have when arriving in the US in order to make this process more efficient. She also mentioned that they are looking for industry persons who can be mentors to assist these individuals in getting back in the fields of their chosen professions.

Ms. Faaren indicated that a new area being developed is that of employment services. Many individuals need a job immediately and having someone who can assist in preparing high level resumes and supporting documents can be most helpful in making contacts with the larger community.

**Area Reports**

**Institutional Advancement**
Lisa Skari reported.

- Lisa introduced Liz Rangel, a new employee to the Outreach Division. Liz will be assisting Rashad Norris in a number of engagement projects.

**Instruction**
Jeff Wagnitz reported.

- Jeff discussed some background on the recent HEET (Hospital Employee Education and Training Program) grant. He expressed his thanks to Alice Madsen and the faculty members who worked very hard to complete the application in a short turn-around. These grants are to develop or expand and evaluate innovative training programs for incumbent hospital, outpatient care workers that lead to careers in nursing or other high demand health care fields, and will strengthen industry and college partnerships.

**Student Services**
Toni Castro reported.

- Toni noted the many student activities for Fall Quarter, specifically calling attention to the involvement fair that was currently underway on campus.

Chair Bob Roegner congratulated Trustee Dan Altmayer on his re-appointment as a Trustee by Governor Inslee. His Trustee appointment along with his recent election as TACTC president continues to position Highline with great leadership in the State.

**President’s Remarks**
President Bermingham expressed his thanks again to Dr. Ed Davila for his contributions to Highline. He also echoed the remarks of Chair Roegner in thanking all of those whose leadership has meant so much to Highline through their work on the Board of Trustees.

**Adjournment**
The meeting was adjourned at 10:50 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 21, 2013.

Bob Roegner, Chair

Jack Bermingham, Ph.D., Secretary