MINUTES OF BOARD OF TRUSTEES’ MEETING
January 16, 2014

STUDY SESSION

The Study Session was called to order at 8:06 a.m. and the following topics were discussed:
Review of the Faculty Tenure Process
Building Renovation
TACTC Meeting
State Legislative Issues
ACCT National Legislative Summit
Campus Safety Update
International Visitors
The Study Session adjourned at 9:53 a.m.

MEETING

Call to Order
The meeting was called to order at 10:05 a.m. by the Chair of the Board of Trustees, Bob Roegner.

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

Attorney General Representative:  H. Bruce Marvin

Chair Bob Roegner noted that all members of the Board of Trustees were present with the exception of Sili Savusa, who was excused from attending this meeting.

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 December 12, 2013. The motion passed.
Correspondence

President Bermingham introduced Michael Girvin, faculty member in the Business Division, who has again been recognized by Microsoft as one of the Most Valuable Professionals. Mr. Girvin is well known for using technology in his teaching and has put together more than 100 videos on the using Excel. They are present in 90 countries and 30 languages. When Mr. Girvin was asked to say a few words, he humorously noted that, "I'll try and do better next time."

Laura Yanez was then recognized as the student nominee from Highline for the Transforming Lives program. She was presented with a check on behalf of the Board of Trustees and will attend the January 19th program in Olympia, supported through the Washington State Trustees’ Association. Laura did not speak any English when she came to the district several years ago, and after enrolling in the ESL program, she advanced to the Jump Start Program. She hopes to major in Psychology. Chair Bob Roegner expressed his delight in having Laura as this year’s nominee for the Transforming Lives and noted they would see her at the banquet dinner in Olympia.

President Bermingham also wished to express his thanks to Vice President Jeff Wagnitz for his efforts during the NWCC&U Accreditation evaluation hearing and stated that Jeff’s many contributions for the Accreditation organization had not gone unnoticed. Dr. Sandra Elman, President of the Northwest Commission, offered special remarks on the importance of Jeff’s contributions to the organization as a whole at the January 9th review meeting.

Standing Reports

Associated Students of Highline Community College
Saka Raheem reported.

- Saka expressed his wishes for a very happy New Year to the Board and executive team. He said the new year turns our thoughts to giving and receiving and he felt that it is important for Highline to continue to remain open to the "giving" spirit.
- The Winter Leadership Retreat was held on December 16-17 at Camp Seymour. The theme was “Collective Ways of Knowing, Leading and Serving.
- The Chair for the Student and Activities Budget Committee has been selected, Selene Poulsen, who is a community leadership consultant at the Center for Leadership and Service.
- Saka noted the student legislative rally in Olympia would be held on February 7th at the State Capital. He hoped that around 45 students would be able to attend.
- Saka also reminded Board Members of the activities around Martin Luther King, Jr. celebration week which is held from January 21st to January 24th, sponsored through the Multicultural Affairs Office.

Washington Public Employees Association
George Babcock reported.

- George reported that WPEA's sponsorship of the holiday donations amounted to $2000 and more than 800 lbs. of food to be donated to the Des Moines Food Bank.
- Contract negotiations for WPEA will begin this spring and George said he was looking forward to working with the members of the negotiating team.
Highline College Education Association
Ruth Windhover reported.

- Ruth said that it was time to mention compensation. She noted that K-12 does have a constitutional mandate for compensation that higher education does not. However, she feels it is a good idea that both would be subject to the restoration of the COLA which has now been suspended over the last five years.

Faculty Senate
Kate Skelton reported.

- Kate reported that one of the goals of the Faculty Senate was to enhance communication across campus, beginning with new clarity in the roles of the Senate and faculty divisions. She said that finding out what different divisions are doing and sharing this information across campus would be very helpful for the whole Senate.
- Another area the Senate is interested in is reviewing changes in registration. Kate explained that a deeper understanding of the registration process by Senate members would allow for better insight in policy development.
- Kate noted that the Senate was interested in having Allison Lau explain some of the changes in the Sex Offender Notification Policy so that faculty would be more knowledgeable in how these changes affect faculty and counseling services.
- Lastly, Kate explained that as Faculty Senate Chair, she was also the representative to the FACTC organization and was looking forward to being more involved and see what discussions ensue regarding the BAS degrees. Kate then shared the new FACTC publication with Board Members.

HCC Foundation
Rod Stephenson reported.

- Rod explained that Vice President Jeff Wagnitz had the idea around four years ago to initiate funding for JumpStart from the some of the monies received through the GALA fundraising event. $50,000 has now been awarded for JumpStart scholarships.
- $150,000 has been awarded this year in amounts varying from $500 all the way up to $2500.
- February 4th is the date of the annual fundraising breakfast. The goal is to raise $10,000 in emergency funding dollars. Rod encouraged Board Members to purchase tables of 8 participants each. He noted there is no fee to attend.

Board Report

TRiO Student Support and Retention Services: Above and Beyond Benchmarks and High Impact Practices

Vice President Toni Castro introduced Ay Saechao, newly promoted to the title of Director of the TRiO program. She explained that Ay was also a founding member of the SEAD coalition, and has assisted in coordinating successful meetings here on campus through that organization. The program manager for TRiO is Yuritzi Lozano, and the program assistant is Susie Chavez, both members of the "Ay" team.

Ay began his presentation by explaining that the TRiO grant at Highline was first awarded in 2010 through a 5-year cycle for a total of $1.1M, at $220,000 per year. The grant serves between 140 to 153 students each year. Student eligibility is based upon the criteria of: 1) the student is a first-generation college student, 2) the student comes from a low-income family,
and 3) the student has documented disabilities. Ay described the demographics of the students in the Highline program as approximately 74% students of color, the majority are Southeast Asian, a historically under-represented group.

TRiO’s mission and objectives are based in:
- Student Persistence
- Academic Success
- Graduation
- Transfer to a 4-year institution

To assist in student success, there is a special emphasis placed on engaging in a TRiO bridge class, academic advising and coaching, individualized tutoring, as well as an open study space. Other types of workshops involve financial advising, scholarship workshops, and general transfer literacy. All these resources assist in the commitment to student success. Ay noted that it was very important to understand that in order to serve these students, it is important to know that they are all different and have different needs. He said a key element is to meet each student where they are in their lives. One student was quoted as saying, “I gained more awareness of how important education is and the value of it. I gained more communication skills...and I am more confident in speaking about myself.”

After three years for cohort one, the graduation rate for Highline is at 56%, whereas the national trend is at 33%. The rate of transfer to a 4-year institution for this cohort is at 46%, while the national trend is closer to 18%.

Ay explained that this program would not be as successful as it has been thus far without the support of many groups on campus. He expressed his thanks to all of the staff and faculty and especially wished to credit the efforts of the following: Toni Castro, Jeff Wagnitz, Rolita Ezeonu, Terry Meerdink, Stephanie Owings, Kao Saechao, Debbie Faison, Lorraine Odom, Allison Lau, Gwen Spencer, Jacque Clinton, Chera Amlag, Natasha Burrowes, Deana Rader, Jonathan Brown, Noory Kim, Ilesha Valencia, Rashad Norris, Siew Lai Lilley, Dena Dillon, Brian Galloway, Jeff Ward, and Rod Stephenson.

Area Reports

Instruction
Jeff Wagnitz reported.

- Jeff noted that there has been a change in the GED exam. Pearson has been granted a federal contract and the exam is now administered in a computer format and no longer available in the pencil and paper method. Highline is a provider of the GED testing and the preparatory courses, so the testing center has installed a number of computers for this purpose. There is also a need to change the way fees are implemented. Jeff thanked the staff members who have been instrumental in accommodating all these changes across campus.
- Steve Washburn has been active in the high school 21 plus program, which is an alternate method for obtaining a GED.

Student Services
Toni Castro reported.

- Toni expressed her appreciation for Ay Saechao's efforts in the TRiO program, noting that she is still in touch with her TRiO advisor. She also acknowledged President Bermingham's commitment to support this program and other "high impact" student
services at Highline. She said she looked forward to the new grant application and hopes it would be renewed.

- Toni said that there would be a full menu of events for the celebration of Martin Luther King, Jr. Week on campus. The theme this year is "Radical Love; Love is Action."

**Institutional Advancement**
Lisa Skari reported.

- Lisa underscored the importance of the funding amounts that Rod Stephenson had reported during his presentation on the efforts of the Foundation. She said that giving to the Foundation is a great way to help Highline students.
- Lisa explained that there would be several changes in her division due to the departure of Jason Prenovost from his role in Communication and Marketing. Jason recently accepted the position of Athletic Director at Tacoma Community College. Jason was alum of Highline and had worked for the college since 1994. Kari Cantey is coming back to campus on a part-time basis to assist in communications and marketing efforts.

Trustee Chair Bob Roegner added that the board all shared in the disappointment of Jason's departure, as his contributions to the campus were first class.

**Administration**
Larry Yok reported.

- Larry briefed the Board of Trustees on the storm drainage repairs. He noted that luckily, the water was now draining as planned.
- Sound Transit discussions are continuing with municipalities on land use planning. There is considerable discussion on changes to the zoning areas around the college. He said he was looking forward to positive results for the campus.
- Larry said that there had not been any alignment with a developer on future plans for student housing.

**President's Remarks**
President Bermingham said that after earlier remarks which have been made on the college's accreditation evaluation, he wished to reiterate that the remarks made by the Board of Trustees during the site visit had set a very positive tone. He said that even though we might not think that those remarks could have an impact, he believed that it truly does, as some of the evaluators asked if there were any job openings at Highline.

President Bermingham also congratulated the efforts of the WPEA in the amount of the food bank donations this year and commended all staff members for their support of this activity and the importance of this service in our community.

**Adjournment**
The meeting was adjourned at 11:40 a.m.

**Next Regularly Scheduled Meeting of the Board of Trustees**
The next regularly scheduled meeting of the Board of Trustees will be on February 27, 2014.

Bob Roegner, Chair

Jack Bermingham, Ph.D., Secretary