MINUTES OF BOARD OF TRUSTEES' MEETING

April 10, 2014

STUDY SESSION

The Study Session was called to order at 8:03 a.m. Executive Session was announced at 8:03 am for the purpose of a discussion on labor relations. Executive Session adjourned at 8:40 am. The Study Session continued and the following topics were discussed:

Action Items:
Resolution 118-2014 Pertaining to Local Government Investment Pool
Resolution 119-2014 Pertaining to Support for Trustee Altmayer
Resolution 120-2104 Pertaining to BAS Degree Program and Mission
Resolution 121-2014 Pertaining to Strategic Planning Process
Update on TACTC
Legislative Issues
Update on State Budget
Facilities Update

The Study Session adjourned at 9:58 a.m.

MEETING

Call to Order
The meeting was called to order at 10:08 a.m. by the Chair of the Board of Trustees, Bob Roegner.

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

Attorney General Representative: H. Bruce Marvin

Chair Bob Roegner noted that all members of the Board of Trustees were present with the exception of Debra Jackson Gandy, who was excused from this meeting due to a scheduling conflict.
Approval of Minutes
A motion was made by Fred Mendoza and seconded by Sili Savusa to approve the minutes of the regularly scheduled meeting of February 27, 2014, and the minutes of the Special Meeting of the Board of Trustees of March 20, 2014. The motion passed.

Correspondence

President Bermingham asked Trustee Mendoza to present the information regarding the recent award given to Highline at the AACC conference for Advancing Diversity. The College was one of four finalists in the category of diversity, and Trustee Mendoza explained that Highline was only one of two colleges west of the heartland. He said, “We think we are big and special, and now we know it.” He added that this was a reflection of the fine work of faculty and staff over many years. He further reflected that the college also needs to be reminded that all our communities need to be recognized, and we must not rest on our laurels but continue to move forward.

Chair Roegner added that this award reflects the leadership and values of the College, and President Bermingham noted that it is not often you receive recognition for something that is “the heart of your institution” and that it has been a special moment for him to receive this award. He praised the diligent work of the past by many individuals over the years whose hard work helped make this happen such as Bob Hughes and Ed Morris.

President Bermingham also recognized Highline’s All Washington scholars, Liliya Kruk and Klara Oh who participated in the All Washington Ceremony at South Puget Sound on March 27. They were each presented with a scholarship check from the Highline Community College Foundation. Klara explained she was graduating this spring with hopes of transferring to the University of Pennsylvania or to Michigan to pursue a bachelor’s degree in nursing. She said that Highline had inspired her with a love of learning. Liliya noted she was also interested in nursing as a career and hoped to continue here in the fall in the RN program.

Highline’s Athletic Director, John Dunn, introduced Scott Norton and Laura Rosa who have coached and advised student athletes. John noted that they were both a big part of the academic success of the wrestling team this year. This is the fourth time that Highline has won the academic team of the year award. Their team has a 3.49 accumulated GPA.

Standing Reports

Associated Students of Highline Community College
Saka Raheem reported.

- Saka mentioned he was very excited to hear of all the awards that had been announced during the meeting.
- Saka explained that a focus group for ABE/ESL was being formed for determining how to improve services for students needing more assistance. Also, a student forum was recently held to collect data to share in Olympia.
- The future leadership academy is designed to “sell the opportunities” for student government positions. Applications for student government positions are available online.
- The spring leadership conference will be held in downtown Des Moines, and Saka said he hoped there would be a large turnout.
- On April 23 there will be recruitment fair to encourage more student engagement on campus.
Washington Public Employees Association
George Babcock reported.

- George reported that WPEA and administration members have met for the beginning of contract negotiations and are in the process of agreeing on ground rules for negotiation. Sessions will begin next month and most likely last through summer.

Highline College Education Association
Ruth Winchover reported.

- Ruth expressed her thanks to the Board of Trustees and administration for their support to faculty in Olympia. She noted that as the COLA was not reinstated, nor were salary increments, it will be difficult to retain expert faculty and to hire more qualified teachers.
- Ruth posed the question as to why, in light of the recent awards, is the college so underfunded.

Faculty Senate
Kate Skelton reported.

- Kate explained that the Senate had not met over spring break so there was not report from a recent meeting.
- Dean Madsen is expected to attend the next Faculty Senate meeting to discuss the BAS degrees.
- Faculty Senate will also hold elections during spring.
- Kate distributed copies of the FACTC FACTS to the Board Members

HCC Foundation
Rod Stephenson reported.

- Rod reported on the “No Gala” Gala. Over 1000 invitations were mailed, and he said he hoped to have 100% participation. He said the context behind the “No Gala” idea is to have a lot of people focus on the giving and not on the event. This may help to bring in persons who have not participated before. A number of retirees have already sent in donations.
- Highline recently received a generous donation from an estate.
- Rod announced the May 7 Planned Giving Luncheon which will be held at Cedarbrook.

Action Items

Action Item a. Resolution # 118-2014 (Pertaining to Local Government Investment Pool)

Trustee Altmayer moved to approve Resolution 118-2014. The motion was seconded by Trustee Mendoza. The motion carried.
HIGHLINE COMMUNITY COLLEGE, DISTRICT 9
RESOLUTION 118-2014
(Pertaining to Local Government Investment Pool)

A RESOLUTION of the Board of Trustees of Highline Community College (HCC) authorizing investment of Highline Community College monies in the local government investment pool.

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, Highline Community College, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the Highline Community College Board of Trustees, the “governing body” or any designee of the governing body pursuant to this resolution or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by Dr. Jack Bermingham and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

BE IT FURTHER RESOLVED that the governmental entity designates Dr. Jack Bermingham, president, the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.
BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED AND ADOPTED by the Board of Trustees of Highline Community College, District 9 of the State of Washington on this 10th day of April 2014.

COMMUNITY COLLEGE DISTRICT 9
State of Washington

Chair Bob Roegner
Vice Chair Fred Mendoza
Member Debrena Jackson Gandy
Member Dan Altmayer
Member Sili Savusa

An official copy of Resolution 118-2014 is on file in the Office of the President.

Action Item b. Resolution # 119-2014 (Pertaining to Support for Trustee Altmayer's work with ACCT)

Trustee Mendoza moved to approve Resolution 119-2014. The motion was seconded by Trustee Savusa. The motion carried.
HIGHLINE COMMUNITY COLLEGE, DISTRICT 9
RESOLUTION 119-2014
(Pertaining to Support for Trustee Altmayer’s work with ACCT)

WHEREAS, Dan Altmayer has served the Highline Community College Board of Trustees since October of 2008, and served as Chair of the Board of Trustees from 2009-2011, and

WHEREAS, he has given generously of his time, energy and expertise to the Highline Community College Foundation, and was recognized in 2008 for this leadership role by the Council for Resource Development (CRD) with the Outstanding Volunteer Campus Impact Award, and

WHEREAS, Dan Altmayer has been an active member of the Washington State Trustees Association of Community and Technical Colleges and currently serves as president of the Association, and

WHEREAS, he has rendered diligent service to both the Washington State Trustees Association of Community and Technical Colleges and to the national Association of Community College Trustees,

THEREFORE, BE IT RESOLVED that the Board of Trustees on its behalf and on behalf of the administration of Highline Community College supports and encourages Trustee Altmayer to seek nomination and election to the Board of Directors of the Association of Community Colleges Trustees or an appointment to serve in any other capacity within its structure he chooses to pursue.

PASSED BY THE BOARD OF TRUSTEES this 10th day of April, 2014

COMMUNITY COLLEGE DISTRICT 9
State of Washington

Chair

Bob Roegner

Vice Chair

Fred Mendoza

Member

Debrena Jackson Gandy

Member

Dan Altmayer

Member

Sili Savusa

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. 119-2014 for the use and purpose intended.

Secretary to the Board

An official copy of Resolution 119-2014 is on file in the Office of the President.

Chair Roegner noted that Trustee Altmayer will represent the College well in any role at ACCT. He wished him well in this endeavor and the Board thanked him for his service to ACCT.
Action Item c. Resolution # 120-2014 (Pertaining to BAS Degree Program and Mission)

Trustee Mendoza moved to approve Resolution 120-124. The motion was seconded by Ms. Savusa. The motion passed.

HIGHLINE COMMUNITY COLLEGE, DISTRICT 9
RESOLUTION 120-2014
(Pertaining to Bachelor of Applied Science Degrees)

Whereas, the State Board for Community and Technical Colleges has completed its approval of Highline Community College’s initial applications for the following Bachelor of Applied Science degrees:

Bachelor of Applied Science - Cyber Security & Forensics
Bachelor of Applied Science - Global Trade & Logistics
Bachelor of Applied Science - Respiratory Care
Bachelor of Applied Science - Youth Development

Whereas, in winter 2014 the College submitted application for accreditation approval to offer degrees at the baccalaureate level, with program implementation for fall 2014;

Whereas, the College continues to expand pathways to address workforce development demands as appropriate;

Whereas, support for students and student success remains central to all certificates and degrees programs at the College, including enhancing the employability of graduates;

Whereas the College continues to take advantage of opportunities to create additional revenue and resources and to enhance the institution’s competitiveness.

Therefore, Be It Resolved, that the Board of Trustees reaffirms its commitment to the implementation of these BAS degree programs.

PASSED BY THE BOARD OF TRUSTEES this 10th day of April, 2014

COMMUNITY COLLEGE DISTRICT 9
State of Washington

Chair
Bob Roegner

Vice Chair
Fred Mendoza

Member
Debrena Jackson Gandy

Member
Dan Altmayer

Member
Sili Savusa

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. 120-2014 for the use and purpose intended.

Secretary to the Board
An official copy of Resolution 120-2014 is on file in the Office of the President.

**Action Item d. Resolution # 121-2014 (Pertaining to Strategic Planning Process)**

Trustee Savusa moved to approve Resolution 121-2014. The motion was seconded by Trustee Altmayer. The motion passed.

**HIGHLINE COMMUNITY COLLEGE, DISTRICT 9**
**RESOLUTION 121-2014**
**(Pertaining to Strategic Planning Process)**

Whereas, the 2014-15 academic year begins a new seven-year accreditation cycle for the college, and,

Whereas, the College anticipates a significant environmental shift, marked by a lengthy period of decreased enrollment pressures and increased emphasis on performance-based funding over the next five to ten years, and,

Whereas, the College has developed and seeks to sustain a culture of evidence-based planning, with a focus on the metrics of its Mission, Core Themes, and Core Theme Objectives, and,

Whereas, the four current core themes resonate broadly within the campus community, reflect the strategic vision of the Board and the College's leadership, express the connection among the institution's values, its priority of community engagement, and the necessity of student success, and remain responsive to the communities it serves;

Whereas, the College's mission has seamlessly incorporated the applied baccalaureate degree as a means to expand pathways for workforce development demands;

Be It Therefore Resolved that the Board of Trustees restates its commitment to the College's current core themes, broadly delineated as student achievement, diversity and globalism, community engagement, and sustainability to continue as the framework for the College's planning efforts for this accreditation cycle, and,

Be It Further Resolved, within this context the Board encourages continued improvement in Core Theme objectives such as student attainment and community engagement in our local ethnic communities.

PASSED BY THE BOARD OF TRUSTEES this 10th day of April, 2014
COMMITTEE 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. 121-2014 for the use and purpose intended.

Secretary to the Board

An official copy of Resolution 121-2014 is on file in the Office of the President.

Board Report

White Center Program Initiatives

Vice President Jeff Wagnitz introduced Jodie White and Amy Kickliter to offer an overview of the history of the College’s partnerships in White Center and current program initiatives. Ms. White explained that the College had partnered with service providers in White Center for several years and the efforts and activities of these partnerships had served as a foothold for further developing other programs there. A key component to these partnerships has been in leveraging the strengths of the historical partnerships and in building relationships through a consistent message. This has also been profitable in expanding into Seola Gardens.

One of the successful areas has been the development of credit classes for the Somali community in child care and early learning. Running Start courses and Jump Start programs have been increased as well as advising for students wishing to navigate the college process. Multi-level English classes and Math classes have also been expanding.

Ms. Kickliter suggested that many of the earlier partnerships have been instrumental in the expansions in White Center such as those with the YWCA, the King County Housing Authority, Greenbridge, and the CDA. They have assisted in providing space, information to develop the most appropriate courses, funding sources and solidifying the message.

Next steps will encompass trying to blend community interest and practicality in moving people forward into educational opportunities. Types of classes that might be offered would include Communication Studies, English, Nutrition, and Sociology. These additions would hopefully offer a foothold into college with the first fifteen credits. It would also reduce the number of bus rides that students would need to take in this community in order to start a college program. Vice President Wagnitz said that the White Center model was working well, and it is hoped that it can serve as a springboard for work in other local communities.

Trustee Savusa noted that a key to developing partnerships is knowing how to listen. She said she was very proud of the work in White Center and that it was a unique neighborhood in that a lot of the organizing had been accomplished by the residents.
Institutional Advancement
Lisa Skari reported.

- Lisa explained that the application for eligibility to submit for Title II and Title IV funding has been approved. This eligibility is approved for five years. This also applies to the renewal of the TRIO grant, AANAPISI, and the Federal Work Study Program.
- Lisa distributed a copy of the “Guide to College Planning” from the Seattle Times, in which two of the student ambassadors from Highline were featured.

Administration
Larry Yok reported.

- Larry explained that the Criminal Justice Program would be offering some practical experience to students through a partnership with the Security Division.
- It was also noted that the vegetation reduction program with the goats will be brief this spring as the program had worked very well. Unfortunately, the bee program has been postponed as the vendor had a colony collapse, but hopefully it can be instituted next year.

Instruction
Jeff Wagnitz reported.

- Jeff announced that April was National Poetry Month and that Highline has quite a number of published poets including Susan Landgraf, Sharon Hashimoto, and Susan Rich among others. Elizabeth Austen, Washington State Poet Laureate, is on campus as part of this program.
- Jeff noted that Highline is one of a handful of community colleges offering the LLLT Certification. This is the Limited License Legal Technician program. Highline was invited to join this program due to a number of core courses offered here that the program requires. Jeff recognized Jessica Neilson and Buzz Wheeler for their work on this program.
- In technology, the 7th Annual Cyber Defense Competition was held on campus. Highline did quite well. He thanked the efforts of Monica Luce and the IT and Administrative Technology divisions for their assistance along with Amelia Phillips and all of the computer science faculty members for this successful event.

Student Services
Toni Castro reported.

- Toni wished to recognize President Bermingham for his leadership in the College’s Advancing Diversity Award. She said it takes decades to shape an institution and wished to recognize the long term efforts on the part of many. It is not just having a policy, but doing the work behind it that makes it so meaningful. It is incumbent upon all of us to be social justice educators.
- Toni announced the 17th Annual Unity through Diversity Week beginning on May 5. Eboo Patel will be a keynote speaker along with Cecile Hansen and many others.
- Highline’s Davison of Women’s Programs is the longest standing Women’s Program in the community college system, having now reached 32 years.
• The Students of Color Conference will be hosted in Yakima and 40 students from Highline will attend.

President's Remarks
President Bermingham wished to thank Trustee Mendoza for joining him at the conference in Washington DC for the award ceremony. It was great to have his support of the institution. In terms of winning the Advancing Diversity Award, President Bermingham said that he did not think there was any more meaningful recognition. He said we talk a lot about asset-based education; not to define people by what they don't have, but by what they bring to the system. Different communities have different ways of doing things and we try to be who we are by serving our community even though it may be very different from others in the system. President Bermingham thanked the AACC organization and for the opportunity to be recognized, however, he also said that we are reminded of much work that is yet to be done.

Trustee Mendoza expressed his thanks to Lisa Skari and her division for putting this application for nomination together in order to be nominated for this award. Chair Roegner expressed his gratitude on the part of the Board of Trustees for sharing this notable recognition.

Adjournment
The meeting was adjourned at 11:44 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 6, 2014.

Bob Roegner, Chair
Jack Bermingham, Ph.D., Secretary