



## SEATTLE COLLEGE DISTRICT BOARD OF TRUSTEES April 10, 2014

Seattle  
CENTRAL  
College

**STUDY SESSION**  
Seattle Central College  
1701 Broadway  
Seattle, WA 98122

2:00 p.m.

Broadway Performance Hall  
Boardroom – BA306

NORTH  
Seattle  
College

SOUTH  
Seattle  
College

**REGULAR SESSION**  
Seattle Central College  
1701 Broadway  
Seattle, WA 98122

3:00 p.m.

Broadway Performance Hall  
Boardroom – BA306

Seattle  
Vocational  
Institute

■ ■ ■

Georgetown  
Campus

NewHolly  
Learning  
Center

Seattle  
Maritime  
Academy

Wood  
Technology  
Center

### STUDY SESSION AGENDA

2:00 p.m. **WASHINGTON STATE NEW ADULT EDUCATION PLAN**

Presenters: *Jon Kerr, Director, Adult Basic Education, SBCTC*

*John Bowers, Dean, Basic & Transitional Studies, SSC*

*Kim Chapman, Dean, Basic & Transitional Studies, NSC*

*Lindsay Cael, Manager, Basic & Transitional Studies, SCC*

Washington District VI

1500 Harvard Avenue  
Seattle, WA 98122  
206.934-4100  
206.934.4155/TT  
Fax 206.934.3883

[www.seattlecolleges.edu](http://www.seattlecolleges.edu)

Board Priorities for 2013 – 2014

1. Build Relationship with the Seattle Public Schools
2. Support the Next Wave of Education Leading the District into a Bold Future in Workforce Education and Technology
3. Explore Alternative Funding

## REGULAR SESSION AGENDA

- 3:00 p.m.      CALL TO ORDER**
- 3:00 p.m.      ROLL CALL**
- 3:05 p.m.      INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN**
- 3:10 p.m.      APPROVAL OF AGENDA | ACTION** **Tab 1**
- 3:10 p.m.      RECOGNITION OF SCCD ALL WASHINGTON ACADEMIC TEAM**  
North Seattle:     *Desiree Ender, Shanna Wilson*  
Seattle Central:   *Timothy Tristain Holmes, Huanran Sun*  
South Seattle:     *CrystalRose Hudelson, Anh “Jaden” Phan*
- 3:15 p.m.      PUBLIC COMMENTS**  
  
Fifteen minutes are regularly set aside for others to express their views on any matter except those restricted to Executive Session. Anyone wishing to speak to the items on this meeting Agenda will be recognized when the item is being discussed.
- 3:30 p.m.      PRESENTATION**  
STEM in SAM (Science & Mathematics) at Seattle Central: A Web of Support & Opportunities  
Presenters:     *Warren Brown, Vice President for Instruction & Student Services*  
                      *Daniel Poux: Ready, Set, Transfer (RST) Director*  
                      *Josh Whorley: Biology Faculty & RST Faculty Coordinator*  
                      *Eric King: RST student*
- 3:50 p.m.      RECOMMENDED BOARD ACTIONS**
- |    |  |              |
|----|--|--------------|
| A. | Approval of March 13, 2014 Meeting Minutes                     | <b>Tab 2</b> |
| B. | Tender of Gifts  | <b>Tab 3</b> |
| C. | FY2014-15 Fee Updates  | <b>Tab 4</b> |
| D. | Name Change for District Rules and Policies                    | <b>Tab 5</b> |
| E. | Second Reading and Final Action – Policies 126, 128, 212 & 628 | <b>Tab 6</b> |

**4:05 p.m. INFORMATIONAL ITEMS**

- A. Chancellor's Report
  - 1. Educational Master Plan
  - 2. NSCC President Transition
  - 3. Name Change Progress
  - 4. Commencement Schedule **Tab 7**
- B. Enrollment Report **Tab 8**
- C. First Reading – Policies 622 **Tab 9**

**4:15 p.m. ORAL REPORTS**

- A. Associated Student Body Presidents
  - 1. Ms. Leah Remsen, Seattle Central Community College
  - 2. Ms. Ksenia Ivantsova, North Seattle Community College
  - 3. Mr. Ariel Garcia, South Seattle Community College
- B. AFT Seattle Community Colleges  
Ms. Kimberly McRae, Co-President  
Ms. Tracy Lai, Co-President
- C. Washington Federation of State Employees  
Mr. Ty Pethe, President
- D. College Presidents and Vice Chancellors
  - 1. Cabinet
- E. Board of Trustees
  - 1. Mr. Albert Shen, Chair
  - 2. Ms. Courtney Gregoire, Vice Chair
  - 3. Mr. Jorge Carrasco
  - 4. Ms. Carmen Gayton
  - 5. Mr. Steve Hill

**5:00 p.m. ADJOURNMENT**

*The next meeting of the Board of Trustees will be held on Thursday, May 15, 2014 at Seattle College District Office, 1500 Harvard Avenue, Seattle, WA 98122. There will be a Study Session at 2:00 p.m., and the Regular Meeting will follow at 3:00 p.m.*



# MINUTES OF THE SEATTLE COLLEGE DISTRICT

**BOARD OF TRUSTEES MEETING** held Thursday, March 13, 2014 at  
South Seattle College, 6000 16<sup>th</sup> Avenue SW, Seattle, WA 98106

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## PRESENT FOR REGULAR MEETING HELD AT 3:10 P.M.

### Trustees

Mr. Albert Shen  
Mr. Jorge Carrasco  
Ms. Carmen Gayton  
Ms. Courtney Gregoire

### Chancellor

Dr. Jill Wakefield

### Presidents/Vice Chancellors

Dr. Mary Ellen O'Keeffe, NSCC  
Dr. Paul Killpatrick, SCCC  
Mr. Gary Oertli, SSCC

### Vice Chancellors

Dr. Carin Weiss  
Dr. Kurt Buttleman  
Mr. Charles Sims

### Advisory Representatives

Mr. Al Griswold  
Mr. Derek Edwards, AAG  
Ms. Tracy Lai, AFT Seattle  
Mr. Ty Pethe, WFSE

Ms. Ksenia Ivantsova, NSCC Student  
Ms. Leah Remsen, SCCC Student  
Mr. Ariel Garcia, SSCC Student

### Secretary

Ms. Harrietta Hanson

## ABSENT

Mr. Steve Hill, Trustee  
Ms. Kimberly McRae

Washington District VI

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## CALL TO ORDER

Board Chair, Mr. Albert Shen, called the meeting to order at 3:10 p.m.

## ROLL CALL

The secretary, Harrietta Hanson, called the roll.

INTRODUCTION OF VISITORS

Mr. Shen welcomed the visitors. Visitors introduced themselves. They included: Orestes Monterey, Dawn Vinberg, Evelyn Yenson, Frank Ashby, Marci Myer, David Sandler, Elizabeth Pluhta, Heather Emlund, Cheryl Stuart, Roxanne Tillman, Susan Kostick, Rosie Rimando-Chareunsap, Cristalle Park, Chuck Davis, Judy Kitzman, Sarah Dean, Shane Brookman, Peter Lortz, Nicole Harris, Monica Lundberg, Kevin Maloney, Carols Hernandez, Greg Jackson, Pedro Marquez, Diana Gener, David Krull, Danielle Durham, Clint Sallee, Aimee Kamstra.

APPROVAL OF MARCH 13, 2014 AGENDA

At the beginning of the Study Session, **Ms. Gregoire made a motion to amend the March 13 meeting agenda to add “to discuss position to be taken in collective bargaining” to the Executive Session. Mr. Carrasco seconded the motion. Motion passed unanimously (4-0).**

Mr. Shen asked for a motion to approve the March 13, 2014 Agenda. **Ms. Gregoire moved, and Ms. Gayton seconded the motion. Motion passed unanimously (4-0).**

PUBLIC COMMENTS

Carlos Hernandez, Greg Jackson, Pedro Marquez, Diana Gener, David Krull, Danielle Durham, Shantae Duckworth, and Aimee Kamstra addressed the Board regarding the potential name change of the colleges.

*Secretary’s Note:* Kshama Sawant’s name appeared on the sign-in sheet but she was not at the meeting in person.

PRESENTATION*Professional Development in Student Services*

Vice President of Student Services Dr. Rosie Rimando-Chareunsap together with the Managers of Student Services (MOSS) Development Day Subcommittee talked about how SSCC support and encourage professional development of the student services department (SSD) staff. Over the last few years, the SSD met the challenges of providing professional development opportunities to over 70 staff members with limited funding and dwindling travel budgets. With careful planning, use of internal talents and widespread communication, the department was able to close the division (over 16+ departments) one day each quarter to hold professional development day that would provide professional skills and competencies that help build community, improve service delivery and enhance student success. Moreover, the theme and focus for each day pass the vigorous requirements of being compelling, relevant and impactful for all staff. The last six quarters’ goal and objectives were shared with the Board.

Mr. Carrasco commended the program, having so much done with limited funding.

Mr. Shen indicated he'd be interested to see if SSC's practice can scale up district-wide.

#### APPROVAL OF MEETING MINUTES

Mr. Shen asked for a motion to approve the February 13 meeting minutes. **Ms. Gayton moved, and Ms. Gregoire seconded the motion. Motion was passed unanimously (4-0).**

#### TENDER OF GIFTS

**Mr. Carrasco moved, and Ms. Gregoire seconded the motion to accept the gifts tendered to SCD. Motion was passed unanimously (4-0).**

#### RECOMMENDED APPROVAL OF TENURE

Mr. Shen asked for a motion to grant tenure to David J. Krull, J.D. **Mr. Carrasco so moved and Ms. Gayton seconded the motion. Motion was passed unanimously (4-0).**

#### NAME CHANGE RECOMMENDATION

Dr. Wakefield made a recommendation to change the name of the District and the colleges:

Seattle Community Colleges to *Seattle Colleges*

North Seattle Community College to *North Seattle College*

Seattle Central Community College to *Seattle Central College*

South Seattle Community College to *South Seattle College*

After a year of exploration, conducting surveys and discussions, with the support of local business and civic leaders, Dr. Wakefield said that it is in the best interest of the colleges to make the change. The change would better reflect the quality and level of education available at the colleges; expand opportunities for professional-technical graduates with applied bachelor's degrees; signal the enhanced opportunities the colleges offer today and into the future.

Dr. Wakefield emphasized that the recommendation is for a name change, not a mission change. The mission remains unchanged that "The Seattle Colleges will provide excellent, accessible educational opportunities to prepare students for a challenging future."

The following attendees spoke in support of the name change:

- Clint Sallee, Assistant Principal at Chief Sealth High School
- Kelly Aramaki, Executive Director of Schools, Southeast Region, Seattle Public Schools
- Regina Glenn, Vice President, Multicultural and Small Business Development, Seattle Metropolitan Chamber of Commerce

- Tysen Hillquist, past Student President of SSC

Mr. Shen thanked the speakers and the Chancellor for a great presentation, for her innovative type of thinking, and staying true to the mission of the colleges.

Mr. Carrasco commended the Chancellor for a persuasive presentation. He indicated that it is the trend around the country for community colleges to offer bachelor's degrees and it is logical to change the name to reflect the level of education offered. It is also a unique branding opportunity to show that the colleges are providing good value to students and the community. In addition, the name change does not change the mission of the colleges.

Ms. Gregoire thanked all the presenters and the Chancellor for the information. Ms. Gregoire indicated that higher education is evolving, and the colleges are presented an opportunity to reflect the change. In this competitive hiring environment, the colleges are providing affordable and greater opportunities to students. Ms. Gregoire also relayed the experience of a student who sent out several hundreds of resume and could not find a job. The student was told by a recruiter that she must have a typo in her resume because her bachelor's degree is from a community college, and community colleges do not offer bachelor's degrees.

Ms. Gayton agreed that the name change would signify that the colleges provide comparable level of education as other 4-year institutions, which will give students equal opportunity to compete in the job market. The most important part is that the mission does not change.

**Mr. Carrasco made a motion to approve the names of the District and the colleges as described. Ms. Gregoire seconded the motion. Motion was passed unanimously (4-0).**

#### POLICIES REVIEW – SECOND READING AND APPROVAL

Mr. Shen asked for a motion to approve the following policies:

- Policy 607 – Taxable Fringe Benefit
- Policy 608 – District Reserve
- Policy 650 – District Investment Policy

**Mr. Carrasco moved, and Ms. Gayton seconded the motion. Motion was passed unanimously (4-0).**

#### WAC CHANGES – SECOND READING AND APPROVAL

Mr. Shen asked for a motion to approve WAC 132F-168 Public Records. Following the Board's approval, a CR103 form will be filed with the Code Revisers Office and will be posted for 31 days. After the 31 days waiting period, the rule will become law.

**Mr. Carrasco moved, and Ms. Gregoire seconded the motion. Motion was passed unanimously (4-0).**

UTILITY TUNNEL ON BROADWAY - SCCC

It is recommended that the Board approve the terms of the ordinance for SCC to continue maintaining and operating the utility tunnel. **Mr. Carrasco moved, and Ms. Gregoire seconded the motion. Motion was passed unanimously (4-0).**

INFORMATIONAL ITEMS

A. Chancellor's Report

1. Educational Master Plan

Dr. Wakefield reported that the Educational Master Plan is on track, and is expected to wrap up by end of the school year.

2. NSCC Presidential Search

Dr. Wakefield indicated that the interview process is ongoing. Interviews and public forums of the four candidates to meet with college staff and community members are happening throughout the week.

3. Update on Pacific Tower Health Education Center

Architect has been hired for the project. The building permit is expected to be issued in July.

B. Enrollment Report

Dr. Weiss presented data of the 2012-2013 year-end Student Achievement Points distribution.

C. Quarterly Financial Reports

Dr. Buttleman, during the Study Session, presented the Quarterly Financial Summary for the period ending December 31, 2013. The summary covers data for all the campuses and the District Office.

The Board commended Dr. Buttleman for the newer, much better format of the financial reports. Dr. Buttleman, in turn, thanked Dawn Vinberg and her staff.

D. Policies Review – First Reading

The following policies were presented for First Reading:

126 – Meeting of the Board of Trustees - Guidelines

128 – Exercise of Powers by the Board of Trustees

212 – SCCD Legal Counsel

628 – Acquisition of Services



The above mentioned policies will be presented to the Board for Second Reading and Final Action at the next meeting.

- E. WAC Changes | 132F-116-100 – First Reading  
Changes to WAC 132F-116-100 Parking – Special Exemptions were presented for First Reading.
- F. Government Relations Update  
Ms. Lamoureux reported on some positive development at the state, county and city levels: 1) MESA (Mathematics Engineering Science Achievement) community college program is fully funded (\$410,000) at the level requested for the supplemental budget; 2) partnership with Filson Outdoor Wear through the Job Skills Program with funding from SBCTC was accomplished in 7 months; 3) keeping students informed and engaged regarding metro cuts, working with the Presidents to meet with their King County Council “catchment” legislators regarding the impact of the cuts. Ms. Lamoureux also thanked President Oertli for reaching out to Council member Tom Rasmussen about transportation issues both for SSC and for the District.

#### **ORAL REPORTS**

##### **A. Associated Student Body Presidents**

Ms. Leah Remsen, of SCC’s Associated Student Council (ASC), reported: 1) ASC unanimously opposed the name change; 2) the recruitment process for next year’s student leadership has started; 3) the student leadership supports the SCC’s waste management policy. They also ask that the bike storage area to be enlarged and relocated to the garage.

Ms. Ksenia Ivantsova, of NSC’s Student Administrative Council (SAC), reported: 1) the recruitment process for the 2014-15 student leadership team has also started at NSC; 2) the SAC appreciates the chance of meeting the four presidential candidates during the open forum, and especially the 30 minutes allocated to the student leadership with each candidate; 3) the National Hijab Day, held in collaboration with the Library staff and Diversity Advisory Committee, was well attended.

Mr. Ariel Garcia, of SSCC’s United Student Association (USA), reported: 1) the Puget Sound Blood Drive was a success. A total of 29 units of blood were collected; 2) student leadership met with Security and Transportation Director James Lewis and discussed the upcoming metro bus cut, and the possibility of obtaining a better-valued ORCA card for students; 3) the USA participated in the legislative rally in Olympia. Students were able to meet with Rep. Fitzgibbon’s aide and expressed their support for SB 6523. In addition, Mr. Garcia expressed the students’ support for the name change.

- B. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789  
Ms. Tracy Lai reported: 1) members of AFT Seattle are in the process of voting to rectify the wage increase agreement; 2) AFT is happy to report that 7 sabbaticals were awarded for 2014-15; 3) AFT recommended two faculty members for emeritus status. Both are from SSC. In closing Ms. Lai indicated AFT Seattle shared the concerns of students and staff about losing "community" due to the name change. She urged the Board to not lose the community connection and its mission.
- C. Washington Federation of State Employees (WFSE)  
Mr. Ty Pethe reported: 1) WFSE continues to celebrate the work of classified employees. They perform duties that are "unseen" day-in and day-out, e.g. custodial services, IT staff update programs and operating systems; 2) WFSE is at mid-point of a collective bargaining survey, to find out what classified employees want out of the next contract agreement; 3) he attended student forums, topics of concerns such as metro bus cuts and name change, were discussed.
- D. Chancellor, College Presidents and Vice Chancellors  
No report.
- E. Board of Trustees  
Ms. Gregoire reminded the audience of the partnerships between the Port of Seattle and the colleges, and the 100<sup>th</sup> Anniversary of the Fisherman's Terminal.

#### EXECUTIVE SESSION

An Executive Session was called at 2:00 pm to discuss: 1) the performance of public employees; 2) plan or adopt the strategy or position to be taken during collective bargaining. The Executive Session ended at 2:40 pm. No action has been taken.

#### ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

*The next meeting of the Board of Trustees will be held on Thursday, April 10, 2014 at Seattle Central College, 1701 Broadway, Seattle, WA 98122. There will be a Study Session at 2 p.m., and the Regular Meeting will follow at 3:00 p.m.*

APPROVED BY:

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Albert Shen, Chair

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Date



## MEMORANDUM

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TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: April 10, 2014

SUBJECT: TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT

### Background

Periodically gifts are contributed to Seattle Community College District to assist the District in achieving its educational goals and objectives. There are two major categories: (1) Cash Gifts and (2) In-Kind Gifts, such as equipment, supplies and materials.

On the attached pages are summaries of the gifts received during the period of February 28 – March 31, 2014.

### Recommendation

In accordance with established Board Policy No. 152, it is recommended that the Board of Trustees accept the gifts tendered to SCD as shown on the attached schedules.

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

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TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT

AS OF MARCH 31, 2014

CASH

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
SCCC Foundation	Tutoring Center support	\$15,000.00					
	Dreamkeeper scholarships	\$6,123.30					
	Campus work - support campus work Intl students	\$33,530.00					
	Go Abroad scholarships	\$33,530.00					
	Culinary programs	\$1,325.00					
	Endowed Scholarships - student	\$ 50,734.00					
	Non Endowed Scholarships - student	\$50,038.00					
	Charles Mitchell scholarships - student	\$13,000.00					
	Seattle Promise scholarships	\$11,081.48					
CAMPUS TOTALS		\$214,361.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CASH GIFTS TO						\$214,361.78	
SEATTLE COMMUNITY COLLEGES							

TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT  
AS OF MARCH 31, 2014  
IN-KIND

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
Christopher Worely	Flat Screen TV - Art Gallery	\$300.00					

<b>CAMPUS TOTALS</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
TOTAL IN-KIND GIFTS TO SEATTLE COMMUNITY COLLEGE DISTRICT							
							<b>\$300.00</b>



## MEMORANDUM

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Vocational  
Institute

Duwamish  
Apprenticeship  
& Education  
Center

NewHolly  
Learning  
Center

Sand Point  
Education  
Center

Seattle  
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Academy

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Construction  
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TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: April 10, 2014

SUBJECT: Proposed Fee Increases & New Fees for FY2014-15

### Background

The attached "Proposed Fees FY2014-15" schedule includes the campuses' requests for raising and changing current fees, as well as establishing several new fees for the incoming academic year 2014-2015.

### Recommendation

The attached "Proposed Fees FY2014-15" schedule has been reviewed by the Chancellor's Executive Cabinet. It is recommended that the Board of Trustees approve the proposed fee changes for FY2014-2015 in accordance with SCD policy 108.

Submitted by:

Dr. Kurt Buttleman

Vice Chancellor for Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

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# SEATTLE COLLEGES -PROPOSED FEES CHANGES FY 2014-2015

Ref #	Campus Applies To	Fee Title	Fee Begins	Department	Current Rate	Proposed Rate	% Change	\$ Change	Charged Per	Students Affected	Justification and Notes
1	All	Computer Lab Fee	FALL 14	IT Related	Class #1: \$46.00 Class #2: \$26.00 Class #3: \$0.00	Class #1: \$48.00 Class #2: \$27.00 Class #3: \$18.00	4.48%	Varies	Per Class	All Students taking classes with a computer lab fee attached	Students currently taking 3 classes which require the Computer Lab fee are not paying a fee for the third class. This request is to add a fee (\$18) to that third class and increase the overall fee by the Fiscal Growth Factor. Current funds are not adequate to support technology needs at the campuses.
2	All	Intensive English Class	FALL 14	International Programs	\$650.00	\$675.00	4%	\$ 25.00	Per Class	Students enrolled in Intensive English Courses	To address increases in faculty salaries, cost of goods/services, marketing expenses. Additionally, SCCD is one of the lowest tuition rates in greater Seattle.
3	All	Sponsored Student for Intl Prog (paid by Sponsor)	FALL 14	International Programs	\$50.00	\$100.00	100%	\$ 50.00	Per Quarter	This fee is charged to the Saudi Cultural Mission Agency	The initial fee isn't enough to cover the requirements of the Saudi Cultural Mission.
4	Central	Contract Course Fee (similar to study abroad)	FALL 14	Cooperative Education	\$445.00	\$550.00	24%	\$105.00	Per Class	Students enrolled in international travel/study courses	This change makes this fee comparable to resident tuition fees.
5	North	Fiber Optics Lab Fee	SUM 14	BEIT	NA	\$ 65.00	NA	NA	COURSE	ELECTRONICS AND IT	Needed to offset large amount of consumable lab supplies provided in fiber optics courses; faculty stipends to order/maintain expensive equip.
6	North	Course Materials Fee	SUM 14	CUSTOMIZED TRAINING	NA	\$10-\$100	NA	NA	COURSE	ENTERPRISE AND CONTRACT TRAINING	Needed to offset cost of materials provided to Enterprise/Contract Training courses.
7	North	EMT Certification / Recertification	SUM 14	HHS	\$ 918.00	\$ 1,000.00	8.9%	\$ 82.00	PER COURSE	EMERGENCY MEDICAL TRAINING	Increase to support additional cost of qualified personnel to supervise practical portion of EMT program.
8	South	Automotive Uniform Fee	FALL 14	Transportation Tech	\$ -	\$ 60.00	100%	\$ 60.00	Per Quarter	Transportation Program Students	This fee enables the Transportation program to fully recover the cost of a weekly uniform rental program provided to students.
9	South	Aerospace Composite Fee	FALL 14	Aerospace Tech	\$ -	\$ 250.00	100%	\$250.00	Per Quarter	Aerospace Tech Students	This fee enables program to recover the cost of materials provided to our students in the Aerospace Composite Technical program.
10	South	Automotive Materials Fee	FALL 14	Automotive Tech	\$ 75.00	\$ 95.00	26.7%	\$ 20.00	Per Course	Automotive Tech Students	Increase to cover actual expenses.
11	All	Expedited Transcript Fee	FALL 14	Registration	\$ 15.00	\$ 15.00	0.0%	\$ -	Per Transcript	All Students	\$15 for one transcript, instead of two.



## MEMORANDUM

To: Board of Trustees

From: Carin Weiss, Vice Chancellor

Date: April 10, 2014

SUBJECT: Name Change for District Rules and Policies

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### Background

Due to the approved name change for the Seattle College District, the rules and policies will need to be updated to reflect the change.

### Recommendation

It is recommended that the Board grant the Chancellor or her designee the ability to make the necessary changes to these documents.

Submitted By:

Carin Weiss  
Vice Chancellor

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Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

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**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield  
Chancellor

**DATE:** April 10, 2014

**SUBJECT:** Policy 126 – Second Reading and Final Action

**Background**

The attached SCCD policy revision is suggested to update the information, reflect current practice, and based on Trustee Gregoire's suggestion adding language to address the time limits for speaking at the Public Comment Session.

**Recommended Action**

It is the recommendation that the Board adopt Policy 126 as presented.

Submitted by and transmitted to the Board  
with a favorable recommendation,

Dr. Jill Wakefield  
Chancellor

Washington District VI

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Fax 206.934.3883

# SEATTLE ~~COMMUNITY~~ COLLEGE DISTRICT POLICY

**NUMBER: 126**

**TITLE: MEETINGS OF THE BOARD OF TRUSTEES – GUIDELINES**

**1. Regular Meetings**

The Board of Trustees will hold a regular meeting on the second Thursday of each month for 11 months of the year (except August), unless that day is a legal holiday or otherwise modified by Board action. In the event that the Board of Trustees is unable to meet on the regular meeting date, the chairperson of the Board may order that the meeting be rescheduled or that no regular meeting of the Board be held that month. The Board will adopt, usually during the preceding fall quarter, an annual meeting schedule which lists the date, time, and location of each meeting. Advance notice of meetings shall be given in accordance with the Open Public Meetings Act, chapter 42.30 RCW.

**2. Special Meetings**

A special meeting may be called at any time by the chairperson of the Board or by a majority of the members of the Board. Notice of such a special meeting will be given in accordance with the Open Public Meetings Act, chapter 42.30 RCW.

**3. Open and Closed Sessions**

Board meetings will generally be open to the public. However, the Board may hold executive sessions or other closed sessions in accordance with the Open Public Meetings Act, chapter 42.30 RCW.

**4. Board Meeting Schedule**

- a. Study Session – A study session will normally be held before the regular session. During this time, reports may be given to the Board and resource people may be invited to provide detailed background information on particular items.
- b. Regular Session – The regular session will normally include the items on which the Board takes formal action.

**5. Location of Board Meetings**

Board meetings will mostly be rotated among the three campuses, the institute and the Siegal Center. Addresses of these sites are as follows:

**North Seattle ~~Community~~ College**

9600 College Way North  
Seattle, WA 98103

**Seattle Central ~~Community~~ College**

1701 Broadway  
Seattle, WA 98122

**South Seattle Community College**

6000 16th Avenue SW  
Seattle, WA 98106

**Seattle Vocational Institute**

2120 South Jackson Street  
Seattle, WA 98144

**Siegal Center**

1500 Harvard  
Seattle, WA 98122

**6. Board Office**

The Board of Trustees will maintain an office at 1500 Harvard Avenue, Seattle, Washington 98122, telephone (206) 587-934-3872. This office will be the official location for all records, correspondence, minutes, and other materials relating to the Board. The District (Board) seal will also be kept at this office. All correspondence addressed to the Board should be sent to this address.

**7. Minutes of Board Meetings**

The minutes of all Board meetings shall be kept by the recording secretary. Proposed minutes should be read and approved by the chairperson (or acting chairperson for that meeting) prior to their being circulated to the Board. Minutes shall be approved by the Board. They ordinarily will include: a record of attendance of all Board members, the chief executive officer of the District, the campus presidents, legal counsel, and advisory representatives to the Board; a summary of the discussion and action on items on the agenda; and copies of any approved resolutions.

**8. Inspection of Board Records**

Any member of the public may inspect Board records during regular working hours, in accordance with state law, RCW Chapter 42.56 The Public Records Act, WAC 132F-168 Public Records and District Policy 254, and Procedures 254-10 (Access to Public Records).

**9. Agenda of Board Meetings**

The regular session of Board meetings will generally follow this format, except as modified by the Board:

- I. Call to Order
- II. Roll Call
- III. Introduction of Visitors
- IV. Public Comments
- V. Approval of Agenda
- VI. Approval of Previous Minutes
- VII. Presentation

- VIII. Consent Calendar
  - a. Tender of Gifts
- IX. Recommended Board Actions
- X. Information Items
- XI. Oral Reports
- XII. Executive Session (if necessary)
- XIII. Other Business, Announcements
- XIV. Adjournment

#### 10. Voting

Voting shall be by voice vote and an affirmative vote by a majority of the Board is necessary to take final action unless a roll call is requested by a member of the Board. Policy changes will be voted by a roll call. The results of the roll call votes and the trustees making the motion and seconding it will be recorded in the official Board minutes by showing how each trustee voted.

#### 11. Quorum

Three members of the Board shall constitute a quorum. No action shall be taken by less than a quorum convened at a regular or special public meeting. A majority vote, not less than three, is required for action on any matter considered by the Board.

#### 12. Legal Counsel

The Board will usually have access to legal counsel, normally a representative of the state attorney general, at meetings or in the conduct of its business.

#### 13. Presentation of Arguments or Views of the Public

The Board will ordinarily afford all interested persons reasonable opportunity to submit data, views, or arguments on a matter to be considered by the Board. Such submission may be either oral or in writing. The Board may provide instructions for submission of views, arguments, and data by the public, and may limit such submissions as it deems appropriate.

The Board will provide fifteen minutes for public comment for others to express their views on any matter except those restricted to Executive Session or quasi-judicial matters that may come before the Board. The Board may impose time limits on speakers in order to stay within the fifteen-minute public comment session.

#### 14. Adjournment

The Board may recess, suspend, or adjourn any regular or special meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting, the secretary of the Board may declare the meeting adjourned to a stated time and place.

*Recommended: Policy Manual Coordinator 8-3-93*

*Authority RCW 28B.50.130,*

*SCCD WAC 132F-104-010 through WAC 132F-140-039*

*Adopted: September 1, 1987*

*Amended: October 5, 1993; November 12, 2002; April 10, 2008*



**MEMORANDUM**

Seattle  
CENTRAL  
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NORTH  
Seattle  
Community  
College

SOUTH  
Seattle  
Community  
College

SVI Seattle  
Vocational  
Institute

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Georgetown  
Campus

NewHolly  
Learning  
Center

Seattle  
Maritime  
Academy

Wood  
Construction  
Center

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield  
Chancellor

**DATE:** April 10, 2014

**SUBJECT:** Policy 128 – Second Reading and Final Action


**Background**

The attached SCCD policy revision is suggested to clean up the language and format.

**Recommended Action**

It is the recommendation that the Board adopt Policy 128 as presented.

Submitted by and transmitted to the Board  
with a favorable recommendation,

  
Dr. Jill Wakefield  
Chancellor

Washington District VI

1500 Harvard Avenue  
Seattle, WA 98122  
206.934-4100  
206.934.4155/TT  
Fax 206.934.3883

# SEATTLE ~~COMMUNITY~~ COLLEGE DISTRICT POLICY

**NUMBER: 128**

**TITLE: EXERCISE OF POWERS BY THE BOARD OF TRUSTEES**

**1. Board Action**

The Board shall exercise collective authority based upon decisions made by majority vote (minimum of three) in regular or special meetings. Actions taken or policies and procedures adopted shall not be in conflict with state law or with State Board for Community College Education State Board for Community and Technical Colleges regulations governing the operations of the Washington community college system.

**2. Action by Individual Board Members**

By law, no member of the Board of Trustees of the Seattle ~~Community~~ College District may hold or exercise as an individual the powers granted exclusively to the Board as a collective entity. No individual of the Board may act, negotiate, stipulate, or commit for the Board, the District, or any campus within the district, without specific instruction of the Board, officially recorded. These further limits are placed on individual Board members:

- a. No individual Board member shall issue public statements for the Board, the District, or the campuses without specific instructions of the Board, officially recorded.
- b. Each member of the Board shall be committed to support the decision or policy of the Board majority and shall not publicly oppose Board actions or policies.

**3. Delegation of Powers and Responsibilities**

As provided in the Community College Act of 1967 and subsequent legislation, the Board may delegate certain of its powers and responsibilities to the district chancellor where such delegation is deemed necessary and appropriate. For purposes of efficient administration and the successful operation of the District, the following specific powers are delegated to the district chancellor:

- a. Appointing authority for all employees in the Seattle ~~Community~~ College District.
- b. Translating of Board policy into administrative action.
- c. Stipulating organization and operation of the administrative structure of the District.
- d. Acting in the interests of the Board and the District as a point of institutional contact for all internal and external groups and individuals.
- e. Serving as the ~~spokesman~~-spokesperson for the Board and District administration in policy matters.

**4. Adoption, Amendment, or Repeal of Board Bylaws**

Bylaws established by the Board may be amended or repealed; or new bylaws may be established by action of a minimum of three Board members at any regular or special Board meeting, provided that drafts of all proposals for adoption, repeal, or amendment have

been furnished to Board members at least one regular meeting prior to the meeting at which they shall be considered.

**5. Adoption, Amendment, or Repeal of Washington Administrative Code (WAC)**

In accordance with the provisions of the Open Public Meetings Act of 1971, as amended, and instruction from the code reviser's office, the Board, prior to the adoption, amendment, or repeal of any rule (WAC) shall:

a. Give at least 20 days notice of its intended action by filing notice with the code reviser, and mailing such notification to persons who have made timely request for advance notice of rule-making proceedings. The public notice will include: reference to the authority under which the rule is proposed; statement of either the terms or substance of the proposed rule or a description of the subjects and issues involved; time, place, and manner in which interested persons may present their views thereon.

b. As defined in RCW 34.05.010(16), "rule" means any agency order, directive, or regulation of general applicability (a) the violation of which subjects a person to a penalty or administrative sanction; (b) which establishes, alters, or revokes any procedure, practice, or requirement relating to agency hearings; (c) which establishes, alters, or revokes any qualification or requirement relating to the enjoyment of benefits or privileges conferred by law; (d) which establishes, alters, or revokes any qualifications or standards for the issuance, suspension, or revocation of licenses to pursue any commercial activity, trade, or profession; or (e) which establishes, alters, or revokes any mandatory standards for any product or material which must be met before distribution or sale.

c. Not included in this definition are (i) statements concerning only the internal management of an agency and not affecting private rights or procedures available to the public, and (ii) rules of institutions of higher education involving standards of admission, academic advancement, academic credit, graduation and the granting of degrees, employment relationships, or fiscal processes.

*Recommended: Policy Manual Coordinator 10/20/93*

*Authority RCW 28B.50.140*

*Adopted: October 15, 1985*

*Amended: October 20, 1993; April 10, 2008*





**MEMORANDUM**

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**SOUTH**  
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Community  
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**SVI** Seattle  
Vocational  
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Academy

Wood  
Construction  
Center

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield  
Chancellor

**DATE:** April 10, 2014

**SUBJECT:** Policy 212 – Second Reading & Final Action

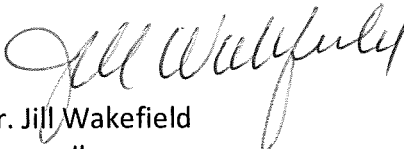
**Background**

The attached SCCD policy revision is suggested to remain consistent with the procedure.

**Recommended Action**

It is the recommendation that the Board adopt Policy 212 as presented.

Submitted by and transmitted to the Board  
with a favorable recommendation,

  
Dr. Jill Wakefield  
Chancellor

**Washington District VI**

1500 Harvard Avenue  
Seattle, WA 98122  
206.934-4100  
206.934.4155/TT  
Fax 206.934.3883

# SEATTLE ~~COMMUNITY~~ COLLEGE DISTRICT POLICY

**NUMBER: 212**

**TITLE: SCCD LEGAL COUNSEL**

Seattle Community College District shall ~~establish guidelines~~ maintain procedures for utilizing the services of the Washington State Attorney General's office and specify individuals authorized to seek legal advice from this source.

*Recommended: Policy Manual Coordinator 1/26/98  
Submitted to Chancellor's Cabinet for Review 1/26/98  
Approved by Chancellor 1/26/98  
Submitted to the Board for First Reading 2/3/98  
Approved by the Board 4/7/98  
Authority RCW 28B.10.510*

*Adopted: June, 10, 1975  
Format Change: January 26, 1998*



MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman

**DATE:** April 10, 2014

**SUBJECT:** Policy 628 – Second Reading

**Background**

The attached SCD Purchasing policy revision is suggested to better comply with the State of Washington Department of Enterprise Services (DES), who oversee these rules and regulations regarding acquisition of services.

This item is being sent to the Board for second reading and final action. Once the Board approves the rules, they become effective immediately.

**Recommendation**

It is recommended that the Board adopt these revisions to Policy 628.

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

SEATTLE COMMUNITY COLLEGE DISTRICT POLICY

NUMBER: 628

TITLE: ACQUISITION OF SERVICES

The Seattle Community College District shall adhere to the ~~Office of General Administration's and the Office of Financial Management's~~ rules and regulations regarding the acquisition of services. ~~Types of services include: Personal Services; Client Services; Employee Professional Development and Training; and, Purchased Services.~~ Washington State laws, rules, and regulations to acquire services, and shall follow the guidelines of the Department of Enterprise Services to contract with independent contractors.

*Submitted to the Board for First Reading: 03/13/14*

*Submitted to the Board for Approval: 7/9/02-04/10/14*

*Amended: September 10, 2009*

**SEATTLE COLLEGES  
2014 COMMENCEMENT SCHEDULE**

<b>Tuesday, June 10</b> <b>7:00 p.m.</b>	<b>Seattle Vocational Institute</b> Benaroya Hall 200 University Street Seattle, WA 98101
<b>Saturday, June 14</b> <b>1:00 p.m.</b>	<b>Seattle Central College</b> Benaroya Hall 200 University Street Seattle, WA 98101
<b>Wednesday, June 18</b> <b>7:30 p.m.</b>	<b>South Seattle College</b> Benaroya Hall 200 University Street Seattle, WA 98101
<b>Friday, June 20</b> <b>6:00 p.m.</b>	<b>North Seattle College</b> Courtyard 9600 College Way North Seattle, WA 98103



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Dr. Jill Wakefield, Chancellor

**DATE:** April 10, 2014

**SUBJECT:** Enrollment Report: 2012 – 2013 *Transfer and Employment*

### Background

This report provides data on student transfers to public and private Washington State baccalaureate institutions in the 2012-2013 academic year. Also provided are employment rates for students nine months after program completion.

### Recommendation

It is recommended that this item be received as information only.

Submitted by:

Dr. Carin Weiss  
Vice Chancellor

Transmitted to the Board for their information.

Dr. Jill Wakefield  
Chancellor

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Voice Relay 800.833.6388

[www.seattlecolleges.edu](http://www.seattlecolleges.edu)



Seattle Colleges

## BOARD OF TRUSTEES

Thursday, April 10, 2014

Presented by: Carin Weiss, Vice Chancellor

### ENROLLMENT REPORT: 2012-2013 Transfer and Employment

*This month's report provides information pertaining to two measures in the 2010 – 2015 Strategic Plan: Student Achievement Point progress including completion of degrees and certificates, and transfer; and Job Placement.*

#### TRANSFER STUDENTS 2012-13 – WASHINGTON STATE PUBLIC BACCALAUREATE INSTITUTIONS

District-wide, the greatest number of transfer students enrolled at the University of Washington – Seattle (510), followed by Washington State University – Pullman (139). More students transferred to the University of Washington – Seattle than from any other Community or Technical College state-wide.

Over half of students at each college who transferred, transferred with an A.A. Degree: 65% at South; 53% at Central and North; an average of 57% district-wide. This is more than Bellevue College (53%), Cascadia (52%), Spokane (45%), and Tacoma (55%).

#### Transfer Student Totals and Percent Transferred with A.A. Degree – Public Institutions\*

College	Total Transfer Students	Transfer Students UW - Seattle	Transfer Students WSU - Pullman	Total Percent Transferred with A.A. Degree
Seattle District	1,202	510	139	57%
Seattle Central	559	243	56	53%
North Seattle	400	187	58	53%
South Seattle	243	80	25	65%
<b>System Total</b>	<b>16,865</b>	<b>2,942</b>	<b>2,593</b>	<b>59%</b>

\*Includes Running Start students

#### TRANSFER STUDENTS 2012-13 – WASHINGTON STATE PRIVATE BACCALAUREATE INSTITUTIONS

Seattle Colleges also transferred the second highest number of students to Washington State private baccalaureate institutions. District-wide, 370 students transferred to Washington private institutions following the 2012-13 academic year: Central with 160 transfer students; North with 141; and South with 69.

Overall, most Seattle Colleges transfer students enrolled at Seattle University (160), followed by the University of Phoenix (88). More students from Seattle Colleges transferred to Seattle University than any Community or Technical college state-wide.

## STUDENT EMPLOYMENT RATES

*These data report the number of students employed nine months after completing a program at the Seattle Colleges in the 2011-12 academic year.*

Of the 2,166 students who completed a program at Seattle Colleges in 2011-12, 77% were employed in 2012-13: 80% (537) were employed from Central; 77% (562) from North; and 74% (564) from South.

### Program Completions, Total Employed and Employment Rates at Seattle Colleges

College	Total Program Completions	Total Estimated Employed	Employment Rate
Seattle District	2,166	1,663	77%
Seattle Central	673	537	80%
North Seattle	730	562	77%
South Seattle	763	564	74%
<b>System Total</b>	<b>25,173</b>	<b>19,639</b>	<b>78%</b>

Employment rates at the Seattle Colleges for students completing programs in the 2011-12 academic year are on par with other Puget Sound-area Community and Technical Colleges.

### Program Completions, Total Employed & Employment Rates at Puget Sound Area Community Colleges

College	Total Program Completions	Total Estimated Employed	Employment Rate
Seattle District	2,166	1,663	77%
Bellevue College	860	664	77%
Cascadia Community College	44	30	68%
Everett Community College	1,078	862	77%
Green River Community College	936	730	78%
Highline Community College	662	506	76%
Tacoma Community College	740	571	77%
<b>System Total</b>	<b>25,173</b>	<b>19,639</b>	<b>78%</b>

## INITIATIVES TO INCREASE TRANSFER, COMPLETION AND EMPLOYMENT

Several initiatives are currently underway to increase transfer, completion and employment rates, including the following:

The Pathway to Completion initiative will help students persist and complete their studies through interventions that include accelerated math, enhanced advising support, and an early warning system.

The district-wide A.A. Degree review process will result in a streamlined degree, ensuring more students transfer or enter the job market with the credential.

The Educational Master Plan will include expansion of program offerings in areas of high demand to ensure students are prepared to secure jobs upon completion of their program.





MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt R. Buttleman

**DATE:** April 10, 2014

**SUBJECT:** Policy 622 – First Reading

**Background**

The attached SCD Fixed Assets Inventory and Surplus Property policy revision is suggested to better comply with the State of Washington Department of Enterprise Services (DES), who oversee these rules and regulations regarding acquisition of services.

**Recommendation**

It is the recommended that this item be received as information only.

Submitted by:

Dr. Kurt Buttleman  
Vice Chancellor of Finance & Technology

Transmitted to the Board with a favorable recommendation.

Dr. Jill Wakefield  
Chancellor

SEATTLE COMMUNITY COLLEGE DISTRICT POLICY

NUMBER: 622

TITLE: ~~SCCD-EQUIPMENT~~FIXED ASSETS INVENTORY and SURPLUS PROPERTY

The Seattle Community College District shall adhere to ~~Office of General Administration~~Department of Enterprise Services rules and regulations regarding fixed asset equipment inventory and surplus property.

North Seattle College  
Student Administrative Council

## MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

FROM: Ksenia Ivantsova  
Student Administrative Council Chairman  
North Seattle Community College

DATE: April 10, 2014

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT – Information Only

### **Student Administrative Council (SAC)**

#### Communications Board:

- The Communications Board is taking the lead in recruiting students to apply for 2014-2015 positions. Board members are tabling several times a week at a variety of locations and times across the campus to reach and attract a diverse group of applicants. While the application deadline is April 18, we have already begun to receive applications.
- The Communications Board has begun working to update the 2014-2015 Student Handbook and Planner incorporating student suggestions to provide students with the relevant information and resources they desire. The handbook/planner continues to be popular and widely used by students.

#### Arts, Lectures and Activities Board:

- This quarter the staff advisor, Kevin Christopher, retired from the college thus creating an opportunity for these students to work with other department staff in determining the future direction of this program.
- ALA Board student, Thea Mercer, piloted a series of faculty presentations titled, The NSCC Forum Series. In these forums, faculty are invited to share their expertise or special interest with the entire community. For example, English professor Brian R. Gutierrez gave a presentation on Digital Humanities, Peter Kazarinoff spoke on Nanotechnology and Bradley Lane talked about how gender is represented in U.S. media. Each presentation is followed by a group discussion and Q&A which gives students an opportunity to engage with faculty on scholarly topics that align with their personal and professional interests. Based on the success and interest of this pilot, The NSCC Forum Series will continue to be developed as we engage more faculty in providing these stimulating presentations.

#### Fee Board:

- The board was joined by 2 faculty members and 2 IT staff to allot the Universal Technology Fees (UTF) for the year. There were 11 requests and with addition of the computer rollover fund, the board allocated \$187,492.

### **Student Leadership**

Members of SAC and Student Leadership participated in private forums with each of the candidates for president at North. These forums provided a great opportunity for student leaders to get to know the candidates through these informal conversations thus allowing students to provide feedback on the candidates and the ways they think each might help our

college meet its mission. Written feedbacks from these meetings were submitted to presidents search committee.

### **Clubs**

Clubs Coordinator, Brandon Heinrich, met with club leaders and their advisors in order to check on how their club was doing and to answer any questions they might have on club policies. Brandon reviewed the club handbook with them to ensure they were both familiar with and utilizing this resource.

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Leah Remsen  
2013-2014 ASC Executive of Administration

**DATE:** April 10, 2014

**SUBJECT:** ASC Board Report

**ASC Recruitment**

The ASC's Steering Committee, led by Associates Giang Du and Dung Pham, continues to recruit and organize application reviewers and interviewers for next year's student council. The application is now available online and due April 21st. ASC members have organized several information sessions for potential applicants so far. More sessions will be held at the start of Spring Quarter.

**Waste Management Initiative**

The Sustainability Committee will collaborate with District Sustainability Coordinator Ian Siadak, as well as representatives from Central's facilities department to improve the waste management system on campus. With a focus on creating a better organized and user-friendly recycling and composting system, the committee will tie in the initiative with its education campaign for its Earth Awareness Month event.

**ASC Members attend Clinton Global Initiative University**

From March 21st to March 23rd, two ASC members, Executive of Finance Shela Usadi and Executive of Administration Leah Remsen, attended this year's Clinton Global Initiative University meeting at Arizona State University. Speakers included President Bill Clinton and former Secretary of State Hillary Clinton, in addition to many figures in the realms of government, social justice, and NGOs, to name a few. Workshops centered on global issues, ranging from those related to education to sustainability to health.

**Tech Fee Committee Supports Tech Needs**

The Tech Fee Committee recently allocated a total of \$160,000 to support students' computing needs on campus. ASC Associate Giang Du and Intern Chan Jung had served as student representatives on the committee.

### **ASC Committees Look to Spring Quarter**

As Spring Quarter approaches, the ASC's committees continue to work on a range of projects. The Services and Activities Budget subcommittee will work on next year's budget, while the Issues and Concerns Committee, led by Executive of Issues and Concerns Taleah Mitchell, will continue to direct student concerns to resources and contacts on campus.

MEMORANDUM

**TO:** Board of Trustees  
Seattle Colleges

**FROM:** Ariel Garcia  
President, United Student Association  
South Seattle College

**DATE:** April 10, 2014

**SUBJECT:** United Student Association (USA) REPORT – INFORMATION ONLY

South Seattle's United Student Association elected officials are deeply honored and excited to serve the student body and work alongside the Seattle Colleges.

**United Student Association Constitution Voting Results**

After a great job done of outreach by our USA members, we have the final voting results on our constitution—a total of 122 students voted with 115 (94%) approving the changes and 7 voting against (6%). We have forwarded the results to administration.

**February 25<sup>th</sup> – Luncheon with the Presidents**

The luncheon with the presidents was a complete success. About 30 students came to Café Alki to meet President Oertli and me to share ideas or concerns with the presidents and to hear some updates and recommendations from the college president and the student body president as well. We plan to do another activity similar like this in spring quarter.

**February 26<sup>th</sup> – SB 6523 Hope/Dream Act Bill Signing in Olympia**

As a student representative, I have committed to represent South's students any possible way that I can. The passing of the Washington Dream Act is not only a victory for those undocumented students who want to pursue higher education but also a victory for Washington State itself. As a Latino, I was more than happy to actually attend the day when the Governor Inslee signed the bill. I am more than happy to say that this is one the best decisions that any Governor has ever taken.

### **March 3<sup>rd</sup> – Save our Metro Outreach, Voter Registration & Pre-Rally Preparation**

This outreach event at our campus bus stop was coordinated by our USA's Vice-President Shane Brookman in order to increase awareness of voting and also inform students of the potential cuts to Metro routes 125 and 128 which could take place in June if the April 22 proposition fails. In order to keep our student population updated on this Metro issue, we are sending regular emails to students who have signed up for more information. We are also planning a Rally on April 14 to inform students about transportation issues and the proposition.

### **Long Term Initiative Funding Requests**

We have been discussing with administration about funding three goals requesting Student and Activities (S&A) fees:

- 1) South student subsidy for Metro ORCA card (discussing with Kurt Buttleman at District)
- 2) Funding to support basic food needs of our students (discussing with Hospitality Dean Bob Glatt and Diversity and Retention Committee)
- 3) Funding to support textbooks (supporting Cultural Center Textbook Loan program)





## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill A. Wakefield  
Chancellor

**DATE:** April 10, 2014

**SUBJECT:** Chancellor's Report - Information Only

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**Rising Star.** Congratulations to Trustee Courtney Gregoire being named one of the *Rising Stars: Young Female Professionals Making a Difference* by NW Asian Weekly. A luncheon will be held honoring all the recipients on May 2 at China Harbor Restaurant.

**Warren Brown Appointed President of North.** North's search process has produced a great result for the District, for Dr. Brown and for North Seattle College. Thanks to everyone who participated in this very competitive and thorough search, including SCCtv for videotaping the four finalist forums. We will start the new fiscal year with new leadership, new names and renewed passion for serving our students and our city.

**Chancellor in DC.** I traveled to Washington, D.C., with President Mary Ellen O'Keeffe to attend the April Higher Education Research and Development Institute (HERDI) conference that started this year with a "social media summit." I tweeted, learned more and now look forward to bringing some of what I learned to the District's social media efforts. The HERDI conference brings together community college presidents and representatives from innovative companies who are working to expand human capital, build communities and strengthen economies.

While I was in D.C., I also met with several public officials or their representatives, including Congressman Jim McDermott, and the CEO of Education Online.

**Turkey Talk.** During my March trip to Turkey with Andrea Insley, Global Initiatives executive director, we held two promotional seminars to recruit students, and we signed agreements for student/faculty/staff exchanges with Istanbul Aydin University and Cappadocia Vocational College. Beginning summer 2015, our students can attend inexpensive two-week summer programs in English at Istanbul Aydin and receive five credits. In addition, we met with hotel owners interested in providing our Hospitality Management students with three- to four-month paid internships. We also set up an innovative program for commercial photography students to spend a week in Turkey shooting pictures for hotels and restaurants, with free room and board in exchange for access to the photos.

Washington District VI

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**Helping Shape Seattle.** The city's Economic Development Commission is just wrapping up its first year, and as vice chair, I'm proud of the work we did in examining the strengths and weaknesses of the city's current economic conditions. In 2013 we developed a long-term vision for Seattle's economy, created a framework for evaluating and setting priorities on the issues that need attention, and came away with a set of three initiatives and immediate steps the Commission can take to move the city in the right direction. The Commission will work with our district and other higher education institutions to improve social mobility through access to college and careers. I'm looking forward to the next phase of action and engagement. Stay tuned.

**Income Inequality and Opportunity Gap.** We are closely following the Seattle Metropolitan Chamber of Commerce and several other business organizations and leaders' debate about raising the minimum wage. We have attended these OneSeattle Coalition meetings with a broad group of Seattle employers, both profit and non-profit organizations. Staff also attended the Income Inequality Symposium, presented by the Office of Seattle Mayor Ed Murray, Local Progress and Seattle University.

**Campaign readiness.** Trustees Albert Shen and Steve Hill have joined me, the college presidents, foundation board chairs, and Advancement on the Campaign Task Force. Working with the Collins Group, our draft case for support emphasizes financial aid, student success, and centers of excellence across the colleges. Other major steps include a coordinated donor records management system, and agreement by the presidents on key elements of the Collins Group assessment, namely that a district-wide campaign will achieve more than individual foundation efforts, transparency and collaboration are key, and there is need for coordination. Finally, we are in process on meetings with select community leaders to share our ideas, elicit theirs, and build toward campaign leadership and a transformational role for Seattle Colleges.



## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Carin Weiss, Vice Chancellor *Carin Weiss*

**DATE:** April 10, 2014

**SUBJECT:** Vice Chancellor's Report – Information Only

### New Research Director

The Vice Chancellor's Office has hired Victor Kuo as the Seattle Colleges new Director of Research & Strategic Planning. Victor has many years of experience in research, planning and program evaluation, most recently as a consultant and owner of VK Global Advising. Victor has also worked with the Bill & Melinda Gates Foundation as an Evaluation Officer for the US college ready grantmaking programs. Victor will help guide many of the district's research and strategic initiatives, including the Educational Master Plan and the Pathway to Completion project. Victor has a Ph.D. in Educational Administration Policy Analysis from Stanford, a teaching certification and Master's degree in Science Education from Columbia, and a Bachelor's degree in Biology from Pomona College.

### Pathway to Completion – District-wide materials for students

We are in the process of preparing consistent district-wide information materials for students and advisors to ensure that students get a good start at the Seattle Colleges. The materials will highlight Start to Finish features that include mandatory orientation, classroom advising, a one-stop portal for students to access all of their information, assessment preparation for underprepared students and accelerated math options.

### Educational Master Plan – Internal and External Engagement

Over the next four months, we will conduct a series of activities to gather feedback on the Educational Master Plan from college and external communities. Forums will first be held at each college to review the environmental scan and provide ideas for plan contents. Forums will then be held with business, government and community partners in late April and May. In July, a draft plan will be presented to the Board for discussion and input.

### Increase in Faculty Development Grant Applications

Faculty Development has seen a significant increase in grant applications for both winter quarter and the year overall. Individual grant applications for winter quarter have increased by 93% over last winter quarter. Overall, grant applications for the 2013-2014 academic year are up by almost 50% over last year. Grants are awarded for faculty development opportunities including attending conferences and seeking training to enhance skills.

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Washington District VI  
1500 Harvard Avenue  
Seattle, WA 98122  
206.934.4100  
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Voice Relay 800.833.6388

## MEMORANDUM

TO: Board of Trustees

FROM: Kurt R. Buttleman

DATE: April 10, 2014

SUBJECT: Vice Chancellor for Finance & Technology Report – Info. Only

### SEATTLE COLLEGES ACCOUNTING DIRECTOR RETIRING

After 13 years of dedicated service and leadership, D. Michael Shaw is retiring from the Seattle College District. He began his career in the Business Office at NSC before transferring to the District Office to serve as the Accounting Director for the past 3 years. He has successfully integrated the Seattle College District in improving Financial Aid practices, efficiencies with multiple IDC formatting, and has encouraged a very cohesive, professional and cultural relationship within the District Accounting department staff (that is a collective melting pot of diverse ethnicities), District office department staff and campus business offices. Michael will be recognized on the afternoon of his last day, April 4th with peers, friends and family and wish him the very best in his future endeavors.

### MOBILE CLASS SCHEDULE

The district WebTeam in collaboration with Central's WebTeam has completed the new, mobile-friendly online class schedule. Utilizing Responsive Web Design, the class schedule will now scale for all devices. The colleges will roll out this new class schedule in mid-April prior to the start of the Summer/Fall registration period. Communication to students will include campus posters, homepage sliders, broadcast emails and social media.

The mobile class schedule is a 100 Days to Innovation project and supports the colleges' initiatives to eliminate the paper class schedules. It is also the first phase of mobile-friendly student portal which is now under development and scheduled for rollout prior to the start of fall quarter. The student portal will provide single login access to the suite of "student online services" and will assist students in planning their individual class schedule through the use of a shopping cart interface.

### START NEXT QUARTER

The State Board has agreed to fund the state-wide expansion of Start Next Quarter to colleges across the CTC system. The district WebTeam, working with Workforce Development at the district and the State Board, will bring three additional colleges on board in FY 2013/14 (Pierce and Clark are two of the three) and seven more in FY 2014/15. The funding will also allow us to build enhanced functionality in order to broaden the scope and usability of the tool.

Start Next Quarter was rolled out in November 2010, funded by grants from

Walmart Foundation Brighter Futures and the League for Innovation. It was part of a two-part initiative designed to improve the success of dislocated workers who enroll in technical education programs. SNQ invites prospective students to assess their eligibility for workforce funding online and connects them to a comprehensive success workshop held at each campus. It won Innovation of the Year from the League in 2011.

In 2013, the State Board helped fund the successful expansion of SNQ to include the Spokane Community Colleges. The vision is that Start Next Quarter will be the entry point for all Washington state residents seeking Workforce training. This new expansion will bring the number of participating colleges to 16. Funding also provides for the development of sustainability and governance plans.

# North Seattle College

Excelling in Teaching and Learning ▪ Advancing Student Success ▪ Building Community

Office of the President

**TO:** Board of Trustees  
**FROM:** Mary Ellen O’Keeffe, Interim President  
**DATE:** April 10, 2014  
**SUBJECT:** President’s Report – Information Only

## ***North welcomes Dr. Warren J. Brown, Ed.D, as our next president***

The presidential search process officially ended at 2:00 p.m. on Wednesday, March 26th, when Chancellor Wakefield announced the appointment of Dr. Warren J. Brown, Ed. D., as North’s next president. Dr. Brown will assume his new position on July 1, 2014.

On behalf of North Seattle College, I wish to thank the many members of our college community who participated in the search process and contributed to its successful outcome. In particular, I want to express my appreciation to the excellent work of the search committee – expertly lead by Director of Institutional Effective Jack Bautsch, and including Anita Brunner, Betsy Campbell, Kim Chapman, Katherine Cheng, Frank Deering, Rodolfo Franco, Lynne Hull, Lydia Minatoya, Abby Muro, Robert Nellams, Ryan Packard, Brianne Sanchez, Morwenna Thompson, Vladimir Vilkevich, Latif White and Betty Williams. A special thanks to David Bittenbender, Human Resources Representative, who served in a support role to the committee.

I also want to extend our sincere appreciation to the chancellor, human resources, public information, and web team staff at the campus and district levels, external community partners, student leaders, leaders of the faculty and classified unions, and members of the campus community who participated in a variety of sessions: those held early in the process to identify the key qualities important in our next president, those held mid-way through the process to identify questions to pose to candidates, and the candidate forums held during the search process’ final stages.

Moreover, I wish to thank everyone who provided feedback to Chancellor Wakefield about each of the candidates. The hundreds of pages of feedback you wrote were critical to helping her come to her final decision.

Our North Seattle College community welcomes Dr. Brown as our new president and we look forward to working hand-in-hand with him as we continue to advance student success, excel in teaching and learning and build community.

## **ADVANCING STUDENT SUCCESS**

### ***Emergency Assistance Program helps retain students and teaches financial responsibility***

During the winter quarter, North offered student mentoring and nearly \$32,000 in temporary partial funding, including: Book Awards totaling \$3,593.21, Tuition Awards of \$25,819.50, and \$1,275 in Personal Awards.

### ***Outreach department offers expanded tours and new drop-in tours***

Responding to increased demand for campus tours, Susan Shanahan, Director of Enrollment Support and Outreach, increased the weekly campus tour schedule from one to four days. There are also new drop-in tours available Tuesday – Thursday, 10:00 a.m. – 11:00 a.m. and Thursday at 1:00 p.m. And, tour participants can now use North’s online scheduling tool for special request tours. During winter quarter, we saw a fifty percent increase in special request tours using this new online scheduling tool.

### ***Education Fund offers new Persistence Scholarship to six area high schools***

North awarded new Persistence Scholarship tuition awards to 24 high school seniors in amounts of \$800, \$900 and \$1,000 for fall, winter and spring quarters. The \$64,800 in scholarship awards went to four students from six area high schools.

### ***College Nights hosted at local high schools***

In March, North partnered with Ingraham High School counselors and the “Friends of Ingraham” parent association to launch a College Night event, which was attended by 200 aspiring college students and their families.

### ***News from Library Services***

North’s Teaching and Learning Center will be hosting Collaboration Day Spring Quarter 2014 on May 15. The theme is Advancing Student Success. Highlights of events include a workshop led by North’s Diversity Inclusion Facilitators (DIF) called Advocating for Student Success through Intercultural Competency; a performance led by a Native American Storyteller; a Student Panel led by students from indigenous cultures, and concluding with the always popular ice cream social.

## **EXCELLING IN TEACHING AND LEARNING**

### ***Phi Theta Kappa Alpha Epsilon Omega brings North Seattle College to the top – again!***

Once again, North Seattle College PTK chapter officers Lisa Padilla, Shanna Wilson, Dan Heinson and Dan Johnson brought home top awards at the Phi Theta Kappa Greater Northwest Region Conference at Pacific Lutheran University on March 22. Awards received included:

- Five Star Chapter status (highest level awarded)
- 3rd Place College Project
- 2nd Place Distinguished Officer Team
- 1st Place Yearbook for the website
- 1st Place Honors in Action Theme 8 - Competition and Education
- 1st Place Honors in Action over all
- 1st Place Distinguished Chapter (North’s is the top chapter in the region of Alaska, Washington, Northern Idaho, Montana and Canada)

Chapter members will represent North at *NerdNation*, PTK’s Annual Convention in Orlando, FL, April 24-26. The three-day event includes educational sessions, leadership training, keynote speakers, networking opportunities and awards presentations.

### ***UPDATE: Bachelor of Applied Science degree in Application Development***

The Bachelor of Applied Science in Application Development website is up and students can start applying. The first date we will be considering applications is May 1 for our fall 2014 start. Special thanks to the faculty curriculum team from South, Central and North who built the courses and the scope and sequence for the program.

### ***UPDATE: Bachelor of Applied Science degree in International Business***

The inaugural cohort of Bachelor of Applied Science degree in International Business completed their second quarter of the program, with all 13 students continuing on to spring quarter. The application review committee has started reviewing the first round of applications for the next cohort of students starting fall 2014. The committee has created a second priority deadline of April 21 for the next batch of applications and will continue to accept and review applications until all 30 spaces are filled.

### ***Health Sciences and Student Resources Building close to completion***

The new Health Sciences and Student Resources Building construction is 99 percent complete. The last one percent includes: punch list, outfitting and training staff on all systems. Full outfitting, furniture, equipment deployment and final preparation of the building interiors are expected to be complete by

the end of March. The Food Services area will have a soft start on April 14 and the building will be open for classes in time for summer quarter.

### ***Comings and Goings***

In March, the Policy Committee of the Opportunity Center for Employment and Education (OCE&E) selected long time WorkSource employee **Henry Gillon** as the permanent Integration Manager. Henry has been at the OCE&E for a year and a half as a WorkSource Supervisor and has been a member of the OCE&E Senior Leadership Team during that time. The OCE&E Policy Committee includes Interim North Seattle President, Mary Ellen O’Keeffe, Employment Security Commissioner Dale Peinecke, DSHS Assistant Secretary David Stillman, and the King County/Seattle Workforce Development Council CEO Marlena Sessions.

On Friday, April 18, North bids a fond farewell to **Bill McMeekin**. Bill has served for the last two years at North as interim Integration Manager at the OCE&E and as interim Executive Dean for Career/Workforce Education. Bill came out of retirement to help North during a period of transition, drawing from his 25 years of experience in the system including Executive Vice-President for Learning and Student Success and Extended Learning Programs at Pierce College, and Executive Dean for Workforce Education at Edmonds Community College. We wish Bill well in his retirement (and hope this time it takes).

### **BUILDING COMMUNITY**

#### ***Licton Springs P-Patch grand opening – March 29***

After more than four years of planning, grant writing, community meetings and many hours of volunteer labor the Licton Springs P-Patch opened to gardeners on March 29. First conceived by a North student as a final project for a Sustainability 101 class in 2010, the Licton Springs P-Patch is the product of countless hours of work by students, staff, faculty, and community members. Ninety percent of the plots in the P-Patch will be used by the Licton Springs Community, and the remaining ten percent is reserved for use by North. This year the college plots will be used by several student clubs and groups to grow food for a variety of purposes, including food bank donations and healthy food cooking demonstrations on campus.

#### ***Financial Aid & Veterans Services Outreach Events***

Financial Aid Staff have increased participation in community workshops and events over the past year. During Winter quarter, staff participated in “Connecting to Community College in Seattle” hosted by Seattle Job Initiative and geared towards Seattle youth ages 16-21; “For Poor, Leap to College Often Ends in a Hard Fall” hosted by Financial Education Partners Network King County; and continued participation in local High School Financial Aid Nights and workshops.

The Veterans Services office, Veterans Support Group, Worksource, and the OCE&E, hosted a Veteran Services and Job fair in March. The event attracted a great turnout of vendors and service providers, including: VA medical, VA home loans, VA vocational rehab, King County Vets, PSE, Direct TV, among others. Attendance was open to students and the general public, serving approximately 50-60 veterans.

#### ***North to discontinue the printed quarterly class schedule***

At its March 25<sup>th</sup> meeting, North’s Executive Team decided that the upcoming Summer/Early Fall printed quarterly class schedule will be the last. The printed schedule will be replaced by a revamped quarterly marketing-focused piece, smaller targeted print pieces, a possible print-on-demand quarterly class schedule, along with other strategic public relations and marketing activities. Judy Kitzman, director of marketing and public relations, will be working with a representative Communications Committee to develop a strategic plan for 2014-15. Additional details will be forthcoming.



## MEMORANDUM

TO: Board of Trustees

FROM: Paul T. Killpatrick  
President

DATE: April 10, 2014

SUBJECT: President's Report

### Central

#### **Update on Pacific Tower project**

The project to create a new satellite campus for the Allied Health programs in the Pacific Tower building is making excellent progress. In February, Chancellor Jill Wakefield officially signed a sublease with the Washington State Department of Commerce to lease several floors of the Tower. Other developments include:

- Allied Health faculty and instructional leadership are working with the architect, Schreiber, Starling & Lane, on the design phase of the building. They are exploring the possibility of incorporating simulation training labs, which will help provide the best possible training environment for students. The college expects to file building permits with the City of Seattle by July and begin construction later in the summer.
- The vision for the Pacific Tower is to have a variety of health-focused nonprofit organizations under one roof, and several have already signed on. These include: Cross Cultural Health Care, which has begun training medical interpreters at the Tower; FareStart, a culinary job training and placement program for homeless men and women, which is planning a cafeteria and coffee shop, along with a production and catering kitchen in the Tower; and Neighborcare Health, which will have administrative offices in the Tower and may also co-locate a dental clinic with our dental training programs.

The college expects the Pacific Tower building to be fully occupied by the time Seattle Central's satellite campus is completed during the second half of 2015.

#### **Potential partnerships in Vietnam**

President Paul Killpatrick traveled to Vietnam in March on a trip organized by the Trade Development Alliance of Greater Seattle. His goal was to meet with business and education leaders to lay the foundation for future partnerships with Seattle Central. As a result of his efforts, the college is now exploring opportunities to design and deliver ESL education programs both in Vietnam and on campus here in Seattle. The college is also working to organize a reception in Vietnam for Vietnamese alumni of Seattle Central. Vietnamese students are the second-most represented nationality on campus and the college would like to engage with these students even after they return home.

#### **Central faculty earn sabbaticals**

Five of the seven sabbaticals recently awarded across the District went to Seattle Central faculty.

- Mark Ainsworth, in Science & Mathematics, plans to learn new research techniques to incorporate into the curriculum, as well as restructure the way he teaches his biology classes.
- Phebe Jewell, in Humanities & Social Sciences, will develop a Developmental English class structured to serve the needs of returning citizens.
- David Quintero, in Humanities & Social Sciences, will create a placement exam for students interested in taking Spanish at the Seattle Colleges.
- Rebecca Tesdell, in Basic & Transitional Studies, plans to develop teaching modules on the topic of sustainability that can be integrated into the ESL curriculum.

- Jeb Wyman, in Humanities & Social Sciences, will create a book of nonfiction narratives, with student veterans recruited as the contributors.

### **New transfer degree added**

Seattle Central has added a new transfer degree to its slate of offerings: an Associate in Business (A.B.) DTA/MRP. While the college has always offered a business-focused curriculum, it wasn't formally labeled. The new degree operates under a Direct Transfer Agreement, which ensures that all degree credits earned at Seattle Central will transfer to many four-year colleges and universities in the state.

### **Central pilots Global Studies, Global Health**

The District recently created two new degree emphases that will be piloted by Seattle Central and eventually offered at all three campuses. The **Global Studies Emphasis** integrates the study of politics, economics and the arts with analyses of cultural practices, beliefs and social systems. The **Global Health Emphasis** teaches students about improving health and achieving health equity among diverse populations.

In developing these emphases, District staff worked closely with the University of Washington's Jackson School of International Studies to ensure our classes are closely articulated with theirs. Both emphases will be available to students at Central beginning this spring.

### **Online mobile-friendly class schedule to replace print version**

Summer 2014 marks the final publication of the printed class schedule. To make the class listings more accessible online, Seattle Central's Public Information Office worked with the District to design and build a responsive, mobile-friendly class schedule that launched at the beginning of April. The new version works on smartphones, tablets and desktop computers; is more user-friendly; and has new features built in.

Now, the focus shifts to building an online "portal" for students, where they can register and pay for classes right from the class schedule, as well as access additional information such as grades, financial aid, amount of money owed, etc. The plan is to launch the portal in time for fall quarter.

### **College earns sustainability honor**

Seattle Central has earned a bronze ranking from the Association for the Advancement of Sustainability in Higher Education. According to Ian Siadak, sustainability coordinator for the District, Central ranked well in commuting patterns, water use, food purchasing habits, and economic and social sustainability. The exhaustive reporting process was a collaborative effort with students from the Ready, Set, Transfer STEM programs.

### **Students selected to represent Central on All-Washington Academic Team**

Huanran Sun and Tristain Holmes were selected to represent Seattle Central's Phi Theta Kappa chapter in the All-Washington Academic Team competition in late March. The students were honored at a dinner in Olympia and will be eligible for further recognition in the larger All-USA competition sponsored by PTK International and *USA Today*.

Huanran, an international student from Yancheng, China, plans to transfer to a university this fall and major in human resources management. Tristain is a first-generation college student from Graham, WA who is majoring in chemistry. His goal is to earn a doctorate in pharmacy.

### **Musical evening benefits Tsutakawa Fountain**

The Tsutakawa Fountain is closer to flowing water again. A benefit concert in the Broadway Performance Hall attracted about 250 attendees and brought the amount raised to \$28,000. The Tsutakawa Fountain Committee estimates it will cost around \$80,000 to restore the fountain. The committee's goal is to raise \$40,000, with the college promising to match that.

### **Alternative commuting sees big gains on campus**

The Washington State Department of Transportation conducted a survey of Seattle Central's employees regarding transportation use, and the results are encouraging. The drive-alone commute rate among full-time staff members decreased by four percent from the previous two-year period. According to Jeff Keever, director of Auxiliary Services, the college's goal is to reduce this amount by at least two percent each biennium, which has already been surpassed. Since the 2007-08 academic year, the college has reduced its drive-alone commuting rate by over 10 percent.

### **Seattle Central alumna find success**

Two alums of Seattle Central were in the news recently and deserve recognition for their achievements:

- A former student is receiving widespread recognition for her groundbreaking research at Harvard University. **Katie Hinde's** work on the differences in mother's milk based on the sex of the offspring she is nursing was recently featured in *National Geographic*, the *New York Times* and other mainstream publications. Dr. Hinde attended Seattle Central from 1995-1997, then received a bachelors in anthropology from the UW in 1999 and a Ph.D. in evolutionary anthropology from UCLA in 2008. She is currently assistant professor of human evolutionary biology at Harvard where she researches comparative lactation.
- **Jennifer Kuhn**, a 2005 graduate of the marine carpentry program, has been named Boatyard Program Manager at the Chesapeake Bay Maritime Museum in Maryland. After graduating from Central, she worked on various boat-related projects in the Seattle area until accepting an apprenticeship at the museum. In her new position, she runs an Apprentice for a Day program, which involves teaching volunteers how to build small craft. She also teaches a wood working course for women, trains and manages volunteers and works in the museum boat shop.

### **Foundation update**

Spring quarter scholarship applications are currently being reviewed and applications for the 2014-15 academic year are now open. Preparations for the annual Gala on April 23 continue, and sponsorships are continuing to be secured.

### **SVI**

#### **Rebranding efforts**

The Public Information Office at Seattle Vocational Institute has been working on the rebranding and renaming of the Seattle Colleges with the other PIO's in the District. This process has proven invaluable as Dr. Myrtle Mitchell begins her rejuvenation efforts.

In looking at the mission of SVI and the intent of staff and faculty to see our students excel upon graduation, we took the existing slogan '*Start Your Steps to Success*' and tweaked it to '*Step in to Lead. Step out to Learn.*' This is a simple change, but one that helps students see their future steps in becoming successful through their path through school, entering the job market and leading by carving a productive career. The Strategies to Success class, implemented by the Dean of Instruction, reinforces the theme of success as it prepares students and improves their chances for retention and completion.

SVI launched the new slogan through ads in community newspapers showing students learning and leading. SVI then produced a radio ad geared towards Spring enrollment. The ads are being aired on three stations with a listenership in Seattle/Renton/King County and Tacoma/Pierce County areas. It can also be heard online. The commercial has been well-received and with some minor adjustments to improve it, SVI will expand on the campaign.

SVI has also aligned with the Web team at Seattle Central College to reconstruct the website. The aim is to align Seattle Vocational Institute more closely to the District and to SCC. The name change, common language and the more inclusive District narrative is being woven into the new site.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: April 10, 2014

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**SOUTH'S 13<sup>TH</sup> YEAR PROMISE SCHOLARSHIP RECEIVES ACCOLADE**

The inaugural Road Map Project Awards were presented on March 4. The program celebrates the great work in South King County that levels the playing field and bridges widening opportunity gaps for students. The work of the 13th Year Promise Scholarship was not only nominated to the Road Map Project Awards, but was recognized as a finalist. A pool of more than 60 programs received nominations. From there, the elite was narrowed to a group of 21 finalists – including South's 13th Year Promise Scholarship.

By guaranteeing graduating seniors from Cleveland High School, Chief Sealth International High School and Rainier Beach High School a year of free tuition and academic support, the 13<sup>th</sup> Year Promise Scholarship has connected many first generation and low-income students to higher education.

**ALL-WASHINGTON ACADEMIC HONORS**

On March 27, I had the privilege of attending the reception for the All-Washington Academic team at South Puget Sound Community College. South's representatives, which included CrystalRose Hudelson and Jaden Phan accompanied me to a great event that was a fantastic celebration of academic achievement across the state.

**HISTORY IN THE MAKING**

On February 26, Governor Jay Inslee made history and several representatives from South were there to witness it. Inslee signed a bill called the "Dream Act" that has opened the doors for young, undocumented immigrants – most brought to Washington as young children - to apply for state need grants to pay for college. Washington joins California, Illinois, Texas and New Mexico who have all passed similar measures. Several students from South had a hand in help this bill pass including Dulce Siguenza who testified with her story before the Washington State House of Representatives and was at Inslee's side when he signed the bill.

### **SOUTH AVIATION TEAM COMPETES IN LAS VEGAS**

The National Aerospace Maintenance Competition held on March 25-26 in Las Vegas and included a team from South's program. This marked the first time that South has ever competed in this event. On top of that, this groundbreaking five-member team were all women! The team included: CrystalRose Hudelson, Jennifer Leshner, Melissa Wang, Sarah McKenna, Agnes Choung, and their coach is South instructor Mary Hadley. Their hope is that this all-female team will help encourage more women to enter the male-dominated field.

### **ASHBY ADDED TO PSED BOARD**

On March 19, South's Vice President of Administrative Services, Frank Ashby, was sworn in to serve on the Board of Directors for the Puget Sound Educational Services District.

The Puget Sound Educational Service District Board of Directors is comprised of nine elected members representing school districts across King and Pierce counties and Bainbridge Island.

### **COMPUTER SCIENCE STUDENTS VISIT UW TACOMA**

For most computer science students at South, they plan to transfer to a four-year school to complete their studies. To address this need, South's computer science instructor Ravi Gandham took his students on a field trip to the University of Washington's Tacoma campus on February 28. In the first of several planned visits, his students had a day packed of information including a general session about the transfer process from a U.W. representative, a tour of the facilities and an opportunity to meet some of the faculty.

### **RENOWNED SPANISH MUSICIAN VISITS NWWA**

On March 7, South's Northwest Wine Academy hosted world-renowned Spanish musician Paco Diez for an evening of "Traditional Music, Tapas, and Wine with Paco Diez." The over-flowing crowd was at capacity for this event and the new NWWA building transformed into a an exploration into Spanish culture for all those in attendance.

Diez has played in over 2,500 concerts around the globe including the Kennedy Center. Recognized as an ambassador to Spain, he is known for effortlessly switching between guitar, hurdy-gurdy, bagpipes and percussion while singing the songs of his ancestors rooted in the farmworker traditions of the Spanish region.

### **SOUTH DIGNATARIES VISIT SEA-MAR**

On April 3, South's Cabinet joined me for a tour of Sea Mar Community Health Center just south of campus in South Park. Former legislator Phyllis Gutierrez Kenney and current Vice President of Leadership and Economic Development led the tour and provided us with helpful information about all of the wonderful work they do to serve our community. Sea Mar Community Health Centers is a community-based organization committed to providing quality health, human and housing services to diverse communities specializing in service to Latinos.

WFSE Local 304

Ty Pethe

President

Cell: 206.351.1103

Email: [Ty.Pethe@gmail.com](mailto:Ty.Pethe@gmail.com)

### Board of Trustees Report (March 2014)

The classified staff of the Seattle Community Colleges District have been working hard over the last month. We are continuing to get ready for the beginning of Spring Quarter and the end of the academic year. Our Fiscal Service & Budget Offices are hard at work to make sure that all the necessary purchases are made before the end of the fiscal year.

We are looking forward to an exciting Spring and Summer. Our Local has been busy preparing for contract negotiations. We will also be looking at our delegates for the national convention and for our state endorsement process.

Sincerely & With Much Thanks,

A handwritten signature in black ink that reads "Ty Pethe". The signature is written in a cursive, slightly slanted style.

President of WFSE Local 304

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