



**SEATTLE  
COLLEGES**

Central • North • South • SVI

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

## **SEATTLE COLLEGE DISTRICT BOARD OF TRUSTEES**

**July 9, 2015**

### **SPECIAL MEETING**

Pacific Tower  
1200 12<sup>th</sup> Avenue S  
Seattle, WA 98144

1:30 p.m.

Pacific Tower  
8<sup>th</sup> Floor Conference Center

### **STUDY SESSION**

Pacific Tower  
1200 12<sup>th</sup> Avenue S  
Seattle, WA 98144

2:00 p.m.

Pacific Tower  
8<sup>th</sup> Floor Conference Center

### **REGULAR SESSION**

Pacific Tower  
1200 12<sup>th</sup> Avenue S  
Seattle, WA 98144

3:00 p.m.

Pacific Tower  
8<sup>th</sup> Floor Conference Center

## **STUDY SESSION AGENDA**

1:30 p.m.

### **SPECIAL MEETING AND CALL TO EXECUTIVE SESSION**

A. To Discuss the Performance of a Public Employee

2:00p.m.

### **REGULAR MEETING AND CALL TO EXECUTIVE SESSION**

A. To Discuss the Performance of a Public Employee

**REGULAR SESSION AGENDA**

- |           |  |       |
|-----------|--|-------|
| 3:00 p.m. | <b>CALL TO ORDER</b>   |       |
| 3:00 p.m. | <b>ROLL CALL</b>   |       |
| 3:00 p.m. | <b>INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN</b>   |       |
| 3:05 p.m. | <b>APPROVAL OF AGENDA   ACTION</b>   | Tab 1 |
| 3:05 p.m. | <b>PUBLIC COMMENTS</b><br><br>Fifteen minutes are regularly set aside for others to express their views on any matter except those restricted to Executive Session.  |       |
| 3:20 p.m. | <b>RECOGNITION OF OUTGOING/INCOMING TRUSTEES</b>   |       |
| 3:25 p.m. | <b>PRESENTATION</b><br><i>Pacific Tower Recognitions and Updates</i><br>Presenter: Lincoln Ferris, Seattle Central College Pacific Tower Project Manager<br><br>Attendees will be invited on a 15 minute tour. |       |
| 4:00 p.m. | <b>RECOMMENDED BOARD ACTIONS   ACTION</b>  |       |
|           | A. Approval of June 11, 2015 Meeting Minutes   | Tab 2 |
|           | B. Policy 366 and 480—Second and Final Readings  | Tab 3 |
|           | C. Lifelong Learning Award winners   | Tab 4 |
|           | D. Tender of Gifts   | Tab 5 |
|           | E. Naming of Advising Center at South Seattle College  | Tab 6 |
| 4:20 p.m. | <b>INFORMATIONAL ITEMS</b>   |       |
|           | A. Evaluation of Chancellor and Board Self-Evaluation  |       |
|           | B. State Budget Update   | Tab 7 |
|           | C. Enrollment Report   | Tab 8 |
|           | D. Policy 272— First Reading   | Tab 9 |

- |    |                            |        |
|----|----------------------------|--------|
| E. | Policy 603 – First Reading | Tab 10 |
| F. | Policy 640 – First Reading | Tab 11 |
| G. | Chancellor’s Report        |        |

4:40 p.m.      **ORAL REPORTS**

- A.    AFT Seattle Community Colleges  
      Ms. Kimberly McRae, Co-President  
      Ms. Tracy Lai, Co-President
  
- B.    Washington Federation of State Employees  
      Mr. Ty Pethe, President
  
- C.    College Presidents and Vice Chancellors
  - 1.    Acting President, Kurt Buttleman, Seattle Central College
  - 2.    President Warren Brown, North Seattle College
  - 3.    President Gary Oertli, South Seattle College
  
- D.    Board of Trustees
  - 1.    Ms. Carmen Gayton, Chair
  - 2.    Mr. Steve Hill, Vice Chair
  - 3.    Ms. Teresita Batayola
  - 4.    Mr. Jorge Carrasco
  - 5.    Ms. Courtney Gregoire

5:00 p.m.      **ADJOURNMENT**

The next meeting of the Board of Trustees will be held on Thursday, September 10 at North Seattle College, 9600 College Way North, Seattle WA 98103.

**EXECUTIVE SESSION(S)**

*An executive session may be held for one or more of the following purposes: (1) To receive and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.*



**SEATTLE  
COLLEGES**

Central • North • South • SVI

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

## **MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING** held Thursday, June 11, 2015 at

Seattle Central College, Broadway Performance Hall Boardroom, 1701 Broadway, Seattle, WA 98122

### **PRESENT FOR REGULAR MEETING HELD AT 3:00 P.M.**

**Trustees**

Ms. Carmen Gayton, Chair  
Mr. Jorge Carrasco, by phone  
Mr. Steve Hill

**Chancellor**

Dr. Jill Wakefield

**Presidents/Vice Chancellors**

Dr. Warren Brown, NSC  
Dr. Paul Killpatrick, SCC  
Mr. Gary Oertli, SSC

**Vice Chancellors**

Dr. Kurt Buttleman  
Dr. Mary Ellen O'Keeffe  
Mr. Charles Sims

**Advisory Representatives**

Mr. Derek Edwards, AAG  
Dr. Rebecca Kenney  
Ms. Kimberly McRae, AFT Seattle  
Ms. Tracy Lai, AFT Seattle  
Mr. Ty Pethe, WFSE

Mr. Brian Pak Wing Leung, SCC Student  
Ms. Sarah Baker, NSC Student  
Mr. Shane Brookman, SSC Student

**Secretary**

Ms. Leda Goncharoff

**ABSENT**

Ms. Teresita Batayola, Trustee  
Ms. Courtney Gregoire, Trustee

#### CALL TO ORDER

Board Chair, Ms. Carmen Gayton, called the meeting to order at 3:05 p.m.

#### ROLL CALL

The secretary, Leda Goncharoff, called the roll.

#### INTRODUCTION OF VISITORS

Trustee Gayton welcomed the visitors. Visitors introduced themselves. They included: John Lederer, Malcolm Grothe, Phyllis Gretchenuk, David Sandler, Anna Baldwin, Karen Franklin, Chris Sullivan, Marc Salverda, Gregory Smith, Jessica Ornelas, Earnest Phillips, Andrea Insley, Robert Ribaud, Cheryl Stuart, Barbara Jarrett and others.

#### PUBLIC COMMENTS

Visitors were invited to address the board

#### ACCOLADES

Student leaders were recognized for their accomplishments and participation over the past year. Dr. Killpatrick presented Mr. Bryan Pak Wing Leung from Seattle Central with a recognition certificate. Dr. Brown presented Ms. Sarah Baker with a recognition and noted that she will continue as the North Seattle student representative next year. Mr. Gary Oertli presented Mr. Shane Brockman from South Seattle with his recognition certificate and introduced the incoming President of the United Student Association, Mr. Robert Ribaud.

#### PRESENTATION

*#LoveTheHill, Graphic Design in Action*

Presenters: Chris Sullivan, Dean of BITCA; Marc Salverda, Graphic Design Faculty; Jessica Ornelas, 2<sup>nd</sup> Year Graphic Design Student; Greg Smith, 2<sup>nd</sup> Year Graphic Design Student

Dr. Paul Killpatrick introduced the presentation. Chris Sullivan, Dean of BITCA, and Marc Salverda, Graphic Design Faculty, shared statistics on the Graphic Design program at Seattle Central and the success of their graduates. They shared a video produced by students called 'Power to Soar' that was shown at the Seattle Central Foundation's Fundraising Gala and invited attendees to attend the upcoming Portfolio Show that highlights 2<sup>nd</sup>-year student work.

Two 2<sup>nd</sup> Year students shared a project that they developed called #LoveTheHill. Their project will temporarily transform the Atlas Building into an interactive work of art that highlights the ways the community connects to the Capitol Hill neighborhood. Visit [lovethehill.org](http://lovethehill.org) for more information on the project and sponsors.

(Trustee Jorge Carrasco called in at 3:41pm)

#### APPROVAL OF JUNE 11, 2015 AGENDA

Trustee Gayton asked for a motion to add an agenda item to consider granting an Honorary BAS to Shaunta Hyde. **Trustee Hill moved to add the item to the agenda. Trustee Carrasco seconded the motion. The motion passed unanimously 3-0.**

#### APPROVAL OF MEETING MINUTES

Trustee Gayton asked for a motion to approve the May 7, 2015 meeting minutes. **Trustee Hill moved to approve the minutes and Trustee Carrasco seconded the motion. The motion passed unanimously, 3-0.**

#### RECOMMENDED APPROVAL OF TENURE

Trustee Gayton recommended granting tenure to two faculty at SVI. **Trustee Hill motioned to approve tenure. Trustee Carrasco seconded. The motion passed unanimously, 3-0.** Teresa Ferguson and Barbara Jarrett were in the audience and were recognized.

#### SECOND READING AND REQUEST TO APPROVE REVISION - POLICY 126

The proposed revision to Policy 126 addresses compliance with Washington State codes and requirements. The newly added subsection 15 states that members of the Seattle Colleges District Board of Trustees will be reimbursed for travel required for business of the board. No modifications to the revised policy were proposed. Trustee Gayton asked for a motion to approve the revised policy. **Trustee Hill made the motion to approve the revisions to Policy 126 and Trustee Carrasco seconded. The motion passed unanimously, 3-0.**

#### ELECTION OF 2015-16 BOARD OF TRUSTEES OFFICERS

Trustee Gayton asked for a motion to approve Trustee Hill as Chair and Trustee Batayola as Vice Chair beginning August 2015. **Trustee Carrasco made a motion to approve election of the 2015-16 Chair and Vice Chair and Trustee Hill seconded. The motion passed unanimously, 3-0.**

#### CONTINUING OPERATIONS RESOLUTION

The resolution allows the District to continue operations at the current FY2014-15 funding level, until approval of the next fiscal year budget by the legislature. Trustee Gayton asked for a motion to approve. **Trustee Hill made a motion to approve the continuing operations resolution and Jorge seconded the motion. The motion passed unanimously, 3-0.**

#### METRO SERVICES PURCHASE REQUEST

A request to enter into a purchasing contract with Metro for the purchase of transit passes to be re-sold to students and employees is expected to cost \$642,821.78 in FY 2015-16. Trustee Gayton asked for a motion to approve. **Trustee Hill made a motion to approve the purchase request and Trustee Carrasco seconded. The motion passed unanimously, 3-0.**

#### **BAS IN EARLY CHILDHOOD EDUCATION PROPOSAL**

The market demand for this program, the Seattle Colleges pipeline programs and the extensive community partnerships that went into the development of this new degree were outlined. The BAS degree was approved by Chancellor's Executive Cabinet on February 9, 2015. A Statement of Need was approved and a formal proposal to the State Board of Community and Technical Colleges is being developed. Trustee Gayton requested a motion to approve the new degree proposal. **Trustee Hill moved to approve the new BAS in Early Childhood Education and Trustee Carrasco seconded. The motion passed unanimously, 3-0.**

#### HONORARY DEGREE IN BACHELOR OF APPLIED SCIENCE FOR SHAUNTA HYDE

Dr. Warren Brown requested naming the incoming chair of the State Board of Community and Technical Colleges, Shaunta Hyde, as the first Honorary BAS recipient for North Seattle College. Trustee Gayton requested a motion to approve. **Trustee Hill made a motion to approve granting of the honorary degree and Trustee Carrasco seconded the motion. The motion passed unanimously, 3-0.**

#### INFORMATIONAL ITEMS

##### A. Evaluation of Chancellor and Board Self-Evaluation

The 360 evaluation of the Chancellor is underway and will be discussed with at the July meeting. Chancellor Wakefield provided the Trustees with the self-evaluation tool that was used last year. Accreditation requires that Trustees do a self-evaluation every two years.

##### B. Policy 366 and 480—First Readings

The new policies are proposed to comply with new state law that grants employees and students two holidays per year for reasons of faith and conscience. It is recommended that the Board review the new policies at this First Reading and prepare for a Second Reading and Approval at the July meeting.

##### C. Chancellor's Report

###### 1. New Trustee

Chancellor Wakefield announced that Louise Chernin, President and CEO of the Greater Seattle Business Association, has been appointed by the Governor to replace Trustee Gregoire and serve as a Trustee for Seattle Colleges.

###### 2. Pacific Tower Update

Chancellor Wakefield reported that we are waiting for the legislature to finalize the budget. The July Board meeting will be at Pacific Tower and attendees will be able to tour 2 floors that are currently under construction.

###### 3. Interim President Search/Seattle Central College

Five candidates were interviewed for the interim position. A committee is being formed to lead the search for a permanent president.

###### 4. BAS Program Annual Report

Malcolm Grothe and Anna Baldwin highlighted several new degrees that have been developed at Seattle Colleges in the past few years and outlined ways that the student recruitment and application process is being streamlined.

5. State Allocation Model Implementation Date: 2016-17

Chancellor Wakefield announced that the presidents voted at the May WACTC meeting to approve a new funding allocation model. Kurt Buttleman outlined some of the potential impacts of the new model for Seattle Colleges and other large colleges across the state. Seattle Colleges will continue to appeal to the State Board and will update the Trustees on details as the model gets implemented.

6. Attendance at Commencements

Chancellor Wakefield confirmed attendance of Trustees at commencement ceremonies across the district.

7. Introduction of new Chancellor's Office staff

Chancellor Wakefield introduced the new Senior Executive Assistant to the Chancellor and Board of Trustees, Rebecca Hansen, who will start on June 15.

8. Legislative Update

Chancellor Wakefield asked Laverne Lamoureux, Director for Government Relations, to give a legislative update. Ms. Lamoureux reported that the budget is still under negotiation and it is possible that debate continues into July. She also reported that Representatives Santos and Pettigrew did a walk-through of SVI and have asked for follow-up information about facility needs. She also reported that The BOLD has been sold for \$612,000.

**ORAL REPORTS**

A. Associated Student Body Presidents

Mr. Brian Pak Wing Leung, of SCC's Associated Student Council (ASC), reported that spring recruitment for student leaders for next year was successful and there are 37 students who have been selected to serve on 6 leadership boards. Additional students will be selected in the fall.

Ms. Sarah Baker, of NSC's Student Administrative Council (SAC), shared information about an upcoming event called 'Family: An API LGBTQ Gathering' which is a unique event bringing a number of community groups together for the first time.

Mr. Shane Brookman, of SSC's United Student Association (USA), thanked everyone for the opportunity to participate and reported that elections for 2015-16 officers have concluded and leadership will transition over the summer.

B. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789

Ms. McRae reported that she recently attended the National Conference on Race and urged Seattle Colleges to send a group of administrators and staff to the conference in



San Francisco next year. Ms. McRae stated that the most significant take-away was the importance of engagement to increase retention of students.

Ms. Lai commended Sarah Baker and Dr. Warren Brown on organizing the API LGBTQ event. She also reported that AFT Washington held elections and Ms. Karen Strickland was re-elected as President and Ms. Lai was re-elected as Vice President of Human Rights.

C. Washington Federation of State Employees (WFSE)

Mr. Pethe reported that things are going well for classified staff at Seattle Colleges and that the collaborative spirit has helped. They are lobbying for funding in the upcoming budget to ensure COLA stipulations in the contract are honored and are closely watching the June 30 deadline and the potential for a government shutdown that could impact classified employees.

D. Chancellor, College Presidents and Vice Chancellors

Pres. Paul Killpatrick congratulated the newly tenured faculty from SVI, Teresa Ferguson and Barbara Jarrett.

Pres. Warren Brown gave an update on memorial plaque and mural that have been put in place to honor a deceased faculty member at North. An online remembrance page was developed and friends have found that interactive dialogue particularly meaningful. North has been pleased with the result of this experiment and there are similar proposals to honor other members of the campus community in this way.

E. Board of Trustees

No reports.

ADJOURNMENT

The meeting was adjourned at 4:55pm

*The next meeting of the Board of Trustees will be held on Thursday, July 9, 2015 at the Pacific Tower, 8<sup>th</sup> Floor Conference Center, 1200 12<sup>th</sup> Avenue South, Seattle, WA 98144.*

APPROVED BY:

---

Carmen Gayton, Chair

---

Date



**SEATTLE  
COLLEGES**

Central • North • South • SVI

OFFICE OF THE CHANCELLOR

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Jill Wakefield, Ed.D.  
Chancellor

**DATE:** May 7, 2015

**SUBJECT:** Policy 366 and 480- Second Readings

### Background

Senate Bill 5173 was signed into law on March 31, 2014 by Governor Jay Inslee. The law grants state employees two additional unpaid holidays per year for reasons of faith or conscience. It also permits students to be excused from classes without penalty. The attached Seattle Colleges District Policies 366 ("Student Absences for Reasons of Faith or Conscience") and 480 ("Unpaid Holidays for Reasons of Faith or Conscience") are proposed as new policies to provide the District's employees and its students time off from work or classes to observe religious holidays and/or practices as provided by the law.

### Recommended Action

It is recommended that the Seattle Colleges Board of Trustees approve Policy 366 and 480.

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

Jill A. Wakefield, Ed.D.  
Chancellor

SEATTLE COLLEGE DISTRICT POLICY

Policy Number: 366

TITLE: Student Absences for Reasons of Faith or Conscience

College students are entitled to take absences from classes up to two days per academic year for reasons of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization. Reference: RCW 28B.10.039 - Holidays/Faith & Conscience.

Students may select the two days on which he or she needs to be absent based on reasons of faith and conscience. The absences from classes up to two days must be taken during the academic year. Each holiday taken under this policy must be taken as a whole day i.e. the day may not be divided into hours and taken piecemeal.

Students' grades may not be adversely impacted by absences authorized under this policy.

A student intending to take absences from classes up to two days per academic year must talk with each instructor to make arrangements to take a test before or after the originally scheduled date.

**SEATTLE COLLEGE DISTRICT POLICY**

**NUMBER: 480**

**TITLE: Unpaid Holidays for Reasons of Faith or Conscience**

Employees are entitled to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization.

The employee may select the days on which he or she desires to take the two unpaid holidays after consultation with his or her supervisor. If an employee prefers to take the two unpaid holidays on specific days, then the employee will be allowed to take the unpaid holidays on the days he or she has selected unless the absence would unduly disrupt operations, impose an undue hardship requiring significant difficulty or expense to the employer, or the employee is necessary to maintain public safety. For purposes of this policy, undue hardship is defined by the Office of Financial Management in WAC 82-56-020.

An employee requesting leave under this policy must provide 14 days' advance written notice to the employee's immediate supervisor, unless the religious activity could not have been reasonably foreseeable 14 days in advance of the activity. In such instances, the employee will submit the request as soon as practical. Requests to use the unpaid holiday shall not be deemed approved unless the request has been authorized in writing by the employee's supervisor. The employee's supervisor shall evaluate requests by considering the employee's desires, scheduled work, anticipated peak workloads, response to unexpected emergencies, and the availability, if any, of a qualified substitute.

The two unpaid holidays allowed by this section must be taken during the calendar year, if at all; they do not carry over from one year to the next.

*Approved by the Chancellor's Executive Cabinet: 10/13/2014*



Central • North • South • SVI

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

## MEMORANDUM

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.  
Chancellor

DATE: July 9, 2015

SUBJECT: 2015-16 Trustees' Lifelong Learning Awards

### Background

Each year, nominations are accepted throughout the district for employees who have worked for Seattle Colleges for at least 5 years and have demonstrated an outstanding level of intellectual and professional growth. The annual request for nominations for 2015-16 Trustees' Lifelong Learning Awards was sent to the college community in April and award nominees were forwarded to the Trustees Lifelong Learning Committee for review.

Committee members included representatives from across the district and included all classifications of employees. From South: Marianna Asaturova, Lolita Khachaturova, and Heidi Lyman. From North: Betsy Campbell, Nancy Leverton and Kathy Soldat. And from Central: Jeff Keever, Susan Tolkheim and Dale Zeretzke.

The Trustees' Lifelong Learning Awards will be presented to recipients in the fall as part of the Seattle Colleges Convocation, on September 23, 2015, at Seattle Central College.

Based on the agreed upon criteria and review of nominations, the committee unanimously agreed that the following four individuals are worthy of the Trustees' Lifelong Learning Award for 2015-16:

Analea Brauburger, Part Time Faculty, South Seattle College  
Vanessa Calonzo, Exempt, South Seattle College  
Lynn Hull, Full Time Faculty, North Seattle College  
Greg McBrady, Classified, Siegal Center

**Recommended Action**

I recommend that the Board approve these nominees to receive the Trustees Lifelong Learning Awards for the 2015-16 academic year.

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

A handwritten signature in black ink that reads "Jill Wakefield". The signature is written in a cursive, flowing style.

Jill Wakefield, Ed.D.  
Chancellor



**SEATTLE  
COLLEGES**

Central • North • South • SVI

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: July 9, 2015

SUBJECT: TENDER OF GIFTS TO SEATTLE COLLEGES

### Background

Periodically gifts are contributed to Seattle Colleges 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 April 30, 2015 – June 30, 2015.

### Recommendation

In accordance with established Board Policy No. 152, it is recommended that the Board of Trustees accept the gifts tendered to the Seattle Colleges 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

TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT  
AS OF JUNE 30, 2015  
CASH

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
SCC Foundation	2014-15 Spring Tutoring	\$15,000.00					
	President's Discretionary- Spring Qtr Support	\$5,000.00					
	Apparel Design - Program Support	\$642.00					
	BITCA - Program Support	\$4,531.00					
	Culinary Arts - Program Support	\$879.00					
	Library - Program Support	\$143.00					
	Foundation overage - Salary reimbursement	\$67,344.38					
	Apparel Design - Program Support	\$191.00					
	Culinary Arts - Program Support	\$8,400.00					
	Culinary Arts - Quillascut scholarships	\$5,000.00					
	Fine Arts - Program Support	\$265.00					
	Graphic Design - Program Support	\$1,588.00					
	Innovations College - Program Support	\$1,073.00					
	IT Programs - Program Support	\$551.00					
	Photography - Program Support	\$1,516.00					
	Wood tech - Program Support	\$613.00					
	Graphic Design - Program Support	\$2,534.00					
	Cont Ed - Program Support	\$2,330.00					
	Culinary Arts - Program Support	\$206.00					
	Library - Program Support	\$143.00					
	Mainstay - Program Support	\$31,535.00					
	SVI PACT - Program Support	\$24.00					
	SVI Bright Futures - Program Support	\$190.00					
	Childcare scholarships	\$150.00					
	Parent Child scholarships	\$961.00					
	Women's Program - Program Support	\$30.00					
	General Scholarships endowed - Student Spring 15	\$40,230.00					
	General Scholarships non-endowed - Spring 15	\$33,259.00					
	C Mitchell Scholarships - Spring 15	\$19,000.00					
	General Scholarships non endowed -Spring 15	\$4,980.00					
	Emergency Scholarships (DK) - Spring 15	\$760.00					
	Promise Scholarships - Spring 15	\$25,284.00					
NSC Education Fund	CPR Training		\$133.00				
	Watch tech - program Support		\$100,000.00				
	Purchase ESL Books		\$110.34				
	Student - Childcare Scholarship		\$255.00				
	Humanities Dept - purchase Mug Mill		\$1,000.00				
CAMPUS TOTALS		\$274,352.38	\$101,498.34	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CASH GIFTS TO						\$375,850.72	
SEATTLE COLLEGES							



TENDER OF GIFTS TO SEATTLE COLLEGE DISTRICT  
AS OF JUNE 30, 2015  
IN-KIND

DONOR	GIFT AND PURPOSE	CENTRAL	NORTH	SOUTH	SIEGAL CENTER	DISTRICT-WIDE	SVI
NSC Education Fund	Library program support:original print of Colton's Map		\$4,500.00				
	Art Gallery program support - keys from NSC lockshop		\$1,500.00				
	Art Gallery program support - "Vues du Hammock, 2015"		\$1,000.00				
CAMPUS TOTALS		\$0.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL IN-KIND GIFTS TO SEATTLE COLLEGES							\$7,000.00

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Jill Wakefield  
Chancellor

DATE: July 9, 2015

SUBJECT: Naming South Seattle College's Advising Center

### Background

On March 25, 2015, President Gary Oertli submitted a request to name the newly remodeled advising center at South Seattle College in honor of the Washington State Employees Credit Union, the "*WSECU Advising Center*." President Oertli supported this request with several letters from college staff and a community member. The proposal was unanimously endorsed by South's President's Cabinet on March 10, 2015, and approved by Chancellor's Cabinet on April 13, 2015.

I strongly support this naming request. The Washington State Employees Credit Union recently made a generous commitment to South's Foundation to support our 13<sup>th</sup> Year Promise Scholarship Campaign, WSECU employees have also helped provide financial literacy content during the summer orientation, and WSECU has sponsored "Gifts from the Earth." WSECU has donated significant funds to support student scholarships, and they are one of the few organizations to provide dedicated support to community colleges

All correspondence related to this request is attached for your review. It outlines the basis for conferring this distinction to the Washington State Employees Credit Union. This has my full endorsement, and thus, I am submitting this recommendation for your action.

### Recommendation

In accordance with established Board Policy 252, it is recommended that South Seattle College's advising center be named the Washington State Employees Credit Union (WSECU) Advising Center.

Submitted by,



Gary L. Oertli  
President

Transmitted to the Board with a favorable recommendation.



Dr. Jill Wakefield  
Chancellor

March 25, 2015

Jill Wakefield  
Seattle Colleges  
1500 Harvard Avenue  
Seattle, WA 98122-3803

Dear Chancellor Wakefield:

The South Seattle College President's Cabinet would like to propose the naming the newly-remodeled advising center in honor of a generous supporter of South and education, WSECU, as follows: the "*WSECU Advising Center*."

It is my understanding per the current Board Policy 252, "Decisions to name buildings, facilities or rooms permanently shall require three months to elapse between the first written request to the Chancellor and the time when further action shall be taken on such proposal by the Board of Trustees." The South Seattle College President's Cabinet endorsed this proposal on March 10, 2015.

WSECU recently made a generous commitment to the South Seattle College Foundation to support our 13<sup>th</sup> Year Promise Scholarship Campaign, which included a recommendation for naming opportunity. WSECU employees have also helped providing financial literacy content during the summer orientation, and WSECU has sponsored "Gifts from the Earth."

In addition, WSECU has been an ardent supporter of education and community colleges. WSECU has donated significant funds to support student scholarships, and they are one of the few organizations to provide dedicated support to community colleges. One example of this is their support of the All-Washington Academic Team program.

I have received several letters from college staff and community members in support of naming the advising center in honor of WSECU, and this proposal was unanimously approved by the President's Cabinet. It is also consistent with previous naming opportunities at South Seattle College. I hope that the Board of Trustees will join me in endorsing this highly deserved recognition of WSECU.

Sincerely,



Gary Oertli  
President

cc: Elizabeth Pluhta, Associate Vice President of Advancement

February 17, 2015

Gary Oertli  
President  
South Seattle College  
6000 16th Avenue SW  
Seattle, WA 98106

Dear Gary:

We are writing in support of formally naming the newly-remodeled space for advising – the *WSECU Center for Advising*. WSECU has been a tremendous supporter of South, and their support makes a difference in a number of ways, such as:


- **Gift to Support 13<sup>th</sup> Year** – The 13<sup>th</sup> Year is one of our most successful programs. The powerful combination of guaranteed tuition assistance and support services has resulted in a dramatic increase in the number of under-served students that are matriculating to South from area high schools. The dedicated 13<sup>th</sup> Year staff members also increase advising capacity at the point of entry for the 13<sup>th</sup> Year students – which helps extend our general advising capacity for our entire student population.
- **Financial Literacy Expertise** – Improving our students' financial literacy has become an increasingly important goal. WSECU provides free financial literacy programs to the entire community and tailored content for our 13<sup>th</sup> Year students.
- **Direct Connection with Students** – WSECU "walks the talk" by directly engaging with South students through avenues such as the financial literacy workshop and participating in the 13<sup>th</sup> Year Networking Reception. This is critically important because it provides students with real-world examples of successful business and community leaders – and connections for possible job and internship opportunities.
- **Instill Student Pride in South and Community** – When students see that a well-known organization, like WSECU, supports them and their college, it confirms that their educational journey is indeed important, and they made the right choice to attend South Seattle College to achieve their goals. This is particularly important as many of our students are the first in their families to attend college.

In addition, WSECU is fitting partner because they share our values. They give generously to education, including providing scholarships for community college students, and they support employee volunteer efforts. WSECU also has a long history of serving employees at our college and other public agencies as a community credit union. The *WSECU Center for Advising* will serve as an outstanding example of our how our college and community can partner to improve student success.

Sincerely,



Rosie Rimando-Chareunsap, Ed.D.  
Vice President of Student Services



Jesse Knappenberger  
Director of Advising





**SOUTH SEATTLE COLLEGE**

*One of the Seattle Colleges*

February 1, 2015

Gary Oertli  
President  
South Seattle College  
6000 16th Avenue SW  
Seattle, WA 98106

Dear President Oertli,

The recently modeled advising center (RS 11) in the main Robert Smith area was completed in fall quarter 2014, and the newly remodeled space features the following:

- Private spaces for student advising
- A self-serve kiosk for student advising needs
- Capacity to serve nearly 7,500 students annually
- Prominent location in the main Robert Smith administration building – and close to other student services, such as tutoring, registration, and financial aid.

For some time, there has been discussion of naming the space, and I would like to suggest we name this internal space in honor of a community supporter. This is a common practice at other institutions, like University of Washington, and South has had great success with recent named internal spaces, such as the Food Services of America Teaching and Demonstration Kitchen, the Laura Remington Parkins Conference Room, and the Alhadeff Grill. These names celebrate our friends' commitment to South – and remind students that there is an entire community that is committed to their success.

In particular, I would like to recommend that this newly remodeled space bear the name of the *WSECU Center for Advising*. WSECU is an organization that has been a generous supporter of South, education, and the entire community. WSECU awarded more than \$500,000 in scholarship funds and is one of the few organizations that supports community colleges with their scholarships. In addition, WSECU matches donations to education.

WSECU recently made a generous commitment to the South Seattle College Foundation to support our 13<sup>th</sup> Year Promise Scholarship, and WSECU employees have helped providing financial literacy content during the summer orientation. WSECU has sponsored "Gifts from the Earth."

Sincerely,

Frank Y. Ashby, Ed.D.  
Vice President for Administrative Services

cc: Elizabeth Pluhta, Associate Vice President for College Relations and Advancement



February 25, 2015

Gary Oertli  
President  
South Seattle College  
6000 16<sup>th</sup> Avenue SW  
Seattle, WA 98106

Dear Mr. Oertli:

On behalf of the South Seattle College Foundation board of directors, it gives me great pleasure to write this letter in support of naming the College's newly remodeled advising center as the *WSECU Center for Advising*.

WSECU has done much to support education and our community, including direct support to South Seattle College, over the past several years, and here are a few examples:

- Generous gift to the South Seattle College Foundation to support the 13<sup>th</sup> Year Promise Scholarship.
- Sponsorship of "Gifts from the Earth", which is South's food and wine pairing gala.
- Donated time to provide financial literacy education to 13<sup>th</sup> Year students.
- Given more than \$500,000 in higher education scholarships.

WSECU has been one of the finest examples of a true partner, and we can think of no better way to recognize their extraordinary contributions than by naming the newly-remodeled advising center at South Seattle Community College in their honor.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gene J. Colin'. The signature is fluid and cursive, with a long horizontal line extending from the end.

Gene J. Colin  
Chair



## MEMORANDUM

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.  
Chancellor

DATE: July 9, 2015

SUBJECT: State Budget Update – Information Only

### **Tuition:**

- The policy is for the Lower Division (two year degrees and lower) to be reduced by 5% for FY 2016 and is to remain flat for FY 2017.
- The same reduction in tuition (i.e., 5%) is required for the Upper Division tuition (Applied Baccalaureate), and is reduced by an addition 15% (for 20% total) in FY 2018.
- All projected lost tuition revenue is backfilled as per the requirements of the accompanying legislation (Senate Bill 5954). The backfill appears to be inflated in the second year as per the requirements of the legislation.
- State Board Staff are confirming that this will not have a negative financial impact as per the intent of the Legislature.

### **Compensation:**

- **COLAs** - The policy is for all employees to receive a 3% COLA in FY 2016 and 1.8% in FY 2017, as per the collective bargaining agreements. The stated policy is that the COLA impact to state and tuition will be funded 100% by state resources. SBCTC staff are confirming the final impact.
  - The 3% and 1.8% amounts also apply to represented and non-represented exempt employees. For non-represented employees, colleges may distribute the increase differentially. For represented exempt employees, the distribution methodology is determined by bargaining. Additionally, the appropriations act allows for increases in excess of the general salary increase amounts to be bargained for represented exempt employees.
- **Increments** – Continues to provide for turnover savings for use towards increments (as per past policy); Contains amendment in Section 946 of the appropriations act, allowing for the use of local funds to pay for faculty increments for the 2015-17 biennial only.
  - No additional funding is provided to pay faculty increments. This means that colleges are authorized to fully pay negotiated increments using a combination of turnover savings and other available funds (i.e., operating budget funds, tuition collections, the general salary increase funds, etc.).



**Other Policy changes:**

- **Feasibility Study** -- \$150,000 annually to study feasibility of placing a Community College near Graham, WA.
- **Allied Health** -- \$425,000 annually for Seattle Colleges to operate the Allied Health Programs at Central. (Pacific Tower)
- **WATR Center Aerospace** -- \$580,000 in FY 2016 and another \$420,000 in FY 2017 for expansion of the fabrication composite wing incumbent worker training program.
- **Central Service Changes** -- \$163,000 in adjustments to anticipating billings from state central service agencies.

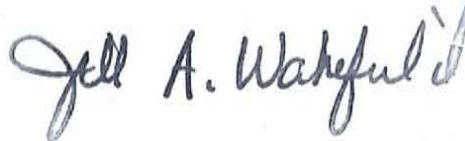
Submitted by:



Dr. Kurt Buttleman

Vice Chancellor for Finance & Technology

Transmitted to the Board by,



Jill Wakefield, Ed.D.  
Chancellor



# MEMORANDUM

**TO:** Board of Trustees

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

**DATE:** July 9, 2015

**SUBJECT:** Enrollment Report: 2014-15 Academic Year FTES

## Background

This report provides final FTES for all quarters: summer, fall, winter, and spring of 2014-15 as well as allocation targets and rolling averages. Also provided are time-series data on target and actual enrollment for the past eight years.

## Recommendation

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

Submitted by:



Dr. Mary Ellen O'Keeffe  
Interim Vice Chancellor

Transmitted to the Board for its information.



Dr. Jill Wakefield  
Chancellor



**BOARD OF TRUSTEES**

Thursday, July 9, 2015

**ENROLLMENT REPORT: 2014-15 Year Summary**

*This enrollment report includes final enrollment numbers for summer, fall, winter, and spring quarters for the 2014-15 year. Data provided include actual enrollment, enrollment targets, FTES under/over goal, and two-year rolling averages.*

**STATE-FUNDED FTES: SUMMER, FALL, WINTER, and SPRING 2014-15**

The district earned 13,633 annualized FTES for the 2014-15 academic year. For the district, this represents 90% of the target goal of 15,135; 1,502 (10%) fewer than the annual year goal. For the colleges, the percents of target goal were: North 96%, Central 96%, South 95%, and SVI 65%. The two year rolling average for the district is 94%. No international conversions were included this year.

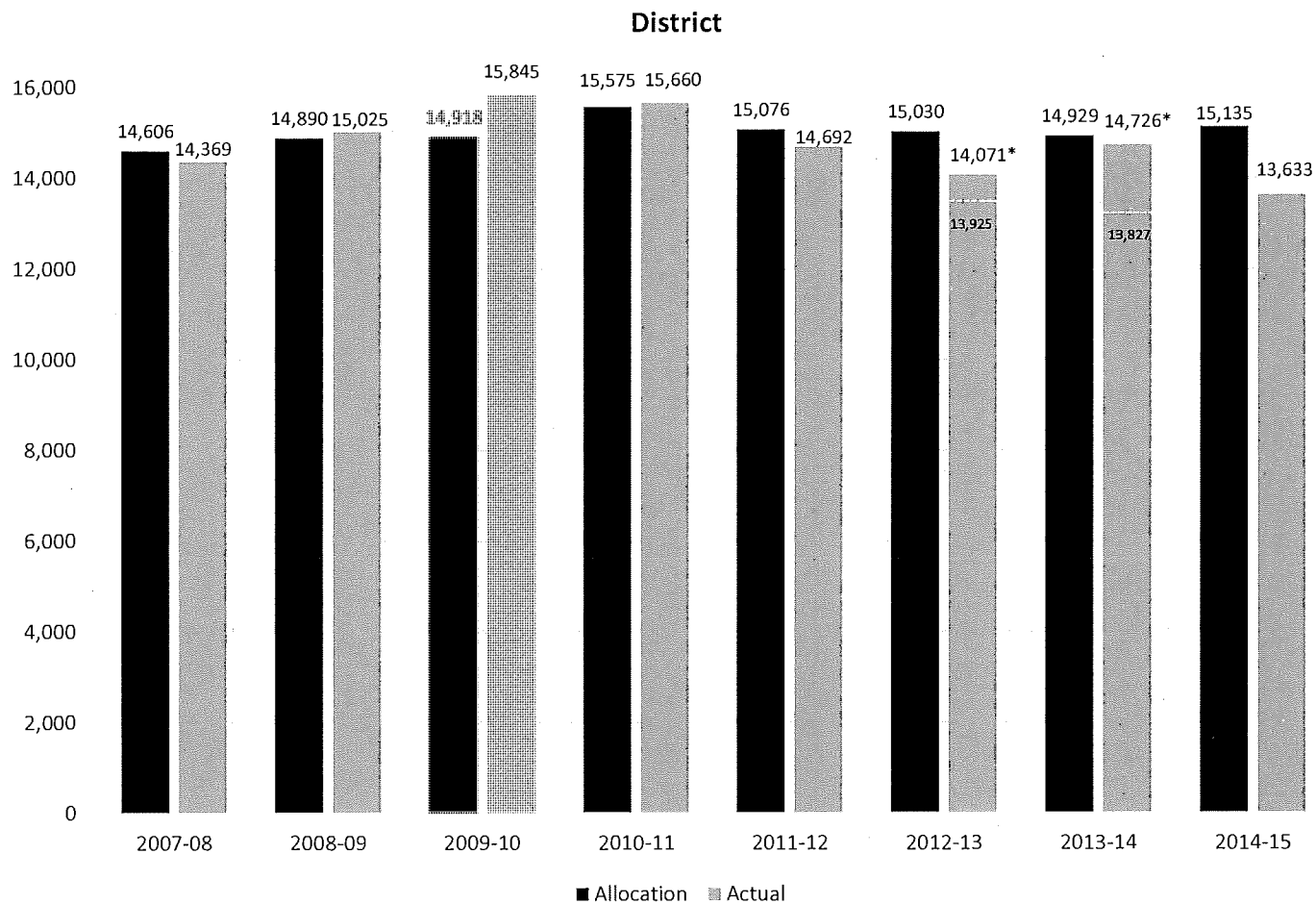
	2014-15 FTES Actuals*	2014-15 FTES Goal	2014-15 FTES % of Goal	Under FTES Goal	2-Year Rolling Average
District	13,633	15,135	90%	-1,502	94%
North	3,941	4,184	94%	-243	96%
Central	4,855	5,484	89%	-629	96%
South	4,450	4,810	93%	-360	95%
SVI	386	657	59%	-271	65%

\* Actuals, June 26, 2015.

**8-YEAR ANNUAL TRENDS: 2007-08 to 2014-15**

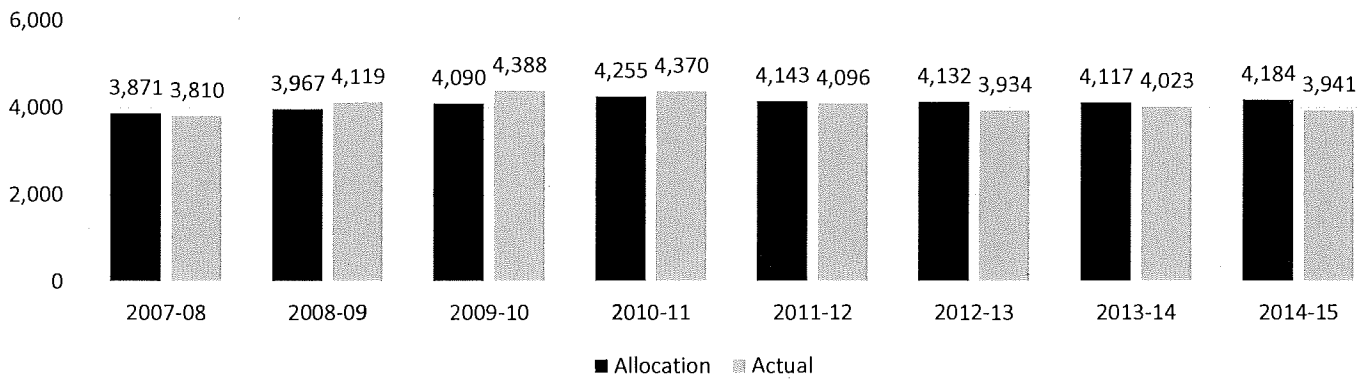
Similar to previously provided reports to the Board on enrollment and FTES allocations, this report provides historical context with time-series data. The following charts provide an eight-year overview of state-funded FTES compared to the annual allocations by college and by district.

The 2014-15 FTES enrollment level is 7% less than the pre-recession year of 2007-08. Since 2007-08, the district's state-funded FTES allocation increased dramatically to meet the recession-driven demand for worker retraining; however, due to a recovering economy in recent years, enrollment trends have declined as students have returned to work. Enrollment peaked in 2009-10 during the height of the recession, which in turn led to higher FTES allocations well above past enrollment levels.

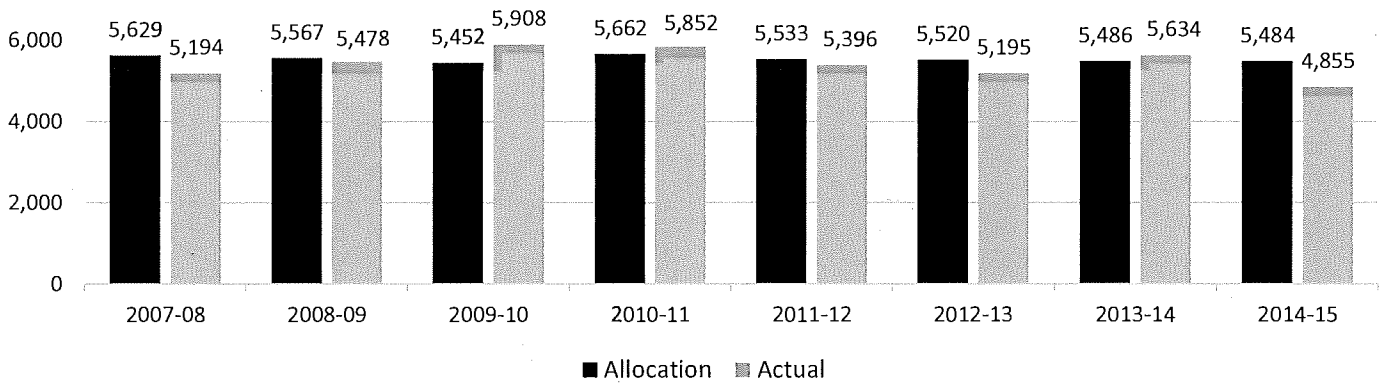


\* Includes converted FTES; un-converted actuals appear below dashed lines.

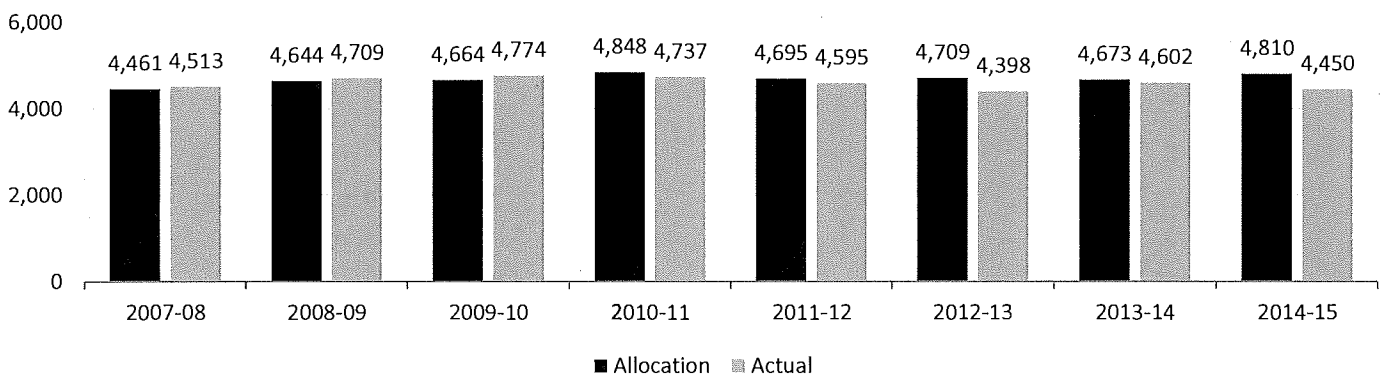
### North



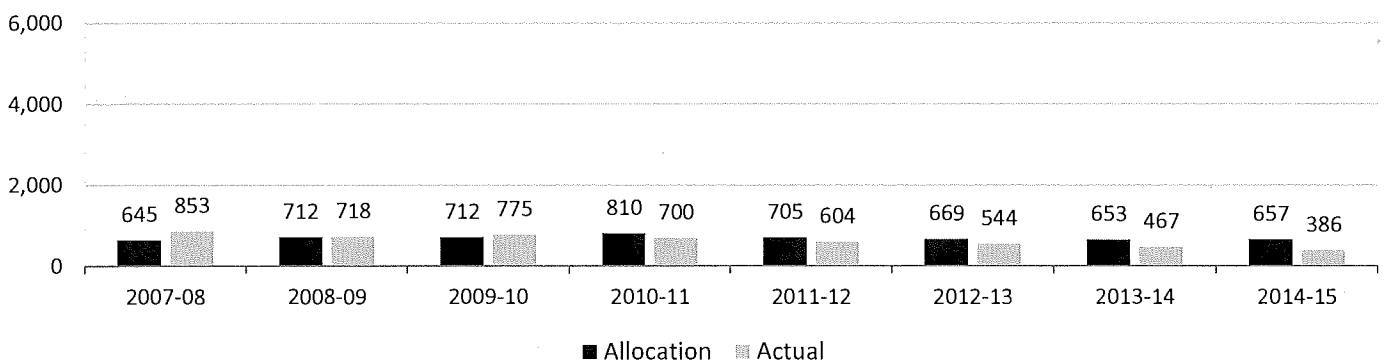
### Central



### South



### SVI



## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Kurt Buttleman  
**DATE:** July 9, 2015  
**SUBJECT:** Policy 272 – First Reading

### Background

The attached Animals on Campus revision is suggested to update this policy.

### Recommendation

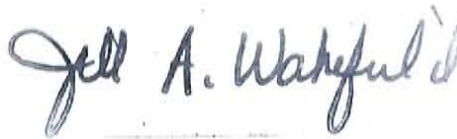
It is recommended that this item be received as information only.

Submitted by:



Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Jill Wakefield  
Chancellor

## SEATTLE COLLEGE DISTRICT POLICY

---

NUMBER: 272

TITLE: Animals on Campus

Adopted Date: 4/14/2011

Last Revised: 4/14/2011

Pets on the grounds of the Seattle Colleges shall be in the physical control of their owner in accordance with Seattle Municipal Code 18.12.080 (Animals running at large prohibited) at all times.

Animals, except for service animals, are prohibited from entering buildings operated by the Seattle Colleges.

These provisions do not apply to guide dogs and service animals as provided in RCW 70.84 or medically prescribed as an accommodation for a disability.

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Kurt Buttleman  
**DATE:** July 9, 2015  
**SUBJECT:** Policy 603 – First Reading

### Background

The attached Cash Controls revision is suggested to update this policy.

### Recommendation

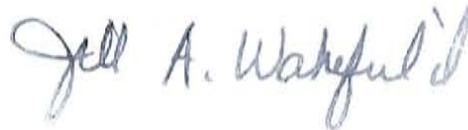
It is recommended that this item be received as information only.

Submitted by:



Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Jill Wakefield  
Chancellor

## SEATTLE COLLEGE DISTRICT POLICY

---

NUMBER: 603

TITLE: Cash Controls

Adopted Date: 7/11/2000 Last Revised: 12/5/2013

The policy of the Seattle College District is to provide adequate controls, over cash and cash equivalents. In accordance with this policy, departments receiving and/or maintaining cash to include petty cash and change funds will work with their college business office to develop specific procedures for their department to be approved by the District CFO. This will include a review by the ~~Director of Accounting~~District Accounting Leadership to ensure consistency across the District.

*Board of Trustees - Revision & Adoption History*

*Adopted: 7/11/2000*

*Revised: 9/10/2009*

*Revised: 12/5/2013*



## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Kurt Buttleman  
**DATE:** July 9, 2015  
**SUBJECT:** Policy 640 – First Reading

### Background

The attached Records, Identification, Retention and Disposition revision is suggested to update this policy with current practices.

### Recommendation

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

Submitted by:



Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Jill Wakefield  
Chancellor

## Seattle College District Policy

---

NUMBER: 640

TITLE: Records Identification, Retention, and Disposition  
Management Program

Adopted Date: 2/11/1975 Last Revised: 12/5/2013.

It shall be the policy of the Seattle Community College District to establish a Records Management program for the systematic identification, retention, and disposition of all SCD records, including state and federal grants. This policy will comply with RCW 40.14 and the Office of the Secretary of State WA Archives retention schedule title CT07: Grants Management.



**MEMORANDUM**

TO: Board of Trustees

FROM: Jill Wakefield, Ed.D.  
Chancellor

DATE: July 9, 2015

SUBJECT: Chancellor's Report

**Leadership Transition Underway at Seattle Central**

Dr. Sheila Edwards Lange, our new interim president at Seattle Central, is scheduled to begin August 17. I selected Dr. Edwards Lange after meeting with faculty and staff at Central and reviewing the recommendations from the presidential selection committee. Dr. Edwards Lange is a strong voice in the community and has valuable knowledge and insight on helping first-generation students succeed. I'm looking forward to her contributions as a president, community leader, and diversity expert.

She currently serves as vice president for Minority Affairs and vice provost for Diversity at the University of Washington (UW) and is responsible for increasing diversity at the UW and working with senior leadership to improve the campus climate and retention of diverse students, faculty, and staff. Dr. Edwards Lange received her doctorate in educational leadership and policy studies and her master's in public administration from the UW. She received her bachelor's in social ecology from the University of California, Irvine.

Kurt Buttleman will serve as acting president at Seattle Central until Sheila's arrival.

**Legislative Update**

We continue to review the state budget to determine its impact on our programs and services and have the following information to share at this time:

- The legislature approved three budget items pertaining to the Pacific Tower. They appropriated \$850,000 for the biennium in the State Board for Community & Technical Colleges to Seattle Central College for staffing expenses at the new satellite campus. They renewed the Commerce biennial appropriation of \$7.56 million for the Pacific Tower which pays the rent, maintenance and operating expenses of Seattle Central's space in the Pacific Tower. In the capital construction budget they provided \$6 million in additional funding for rehabilitation and remodeling of the Tower.
- We were unable to restore the cuts to South Seattle's Integrated Education Center. The full cut to this capital project is \$3 million. We were asking for a restoration of \$1.5 million. We now pursue the 2015–17 capital project contingency funds as a vehicle to restore the cut.





- SVI received \$100,000 for a feasibility study titled "Opportunity Center." This was at the request of Rep. Sharon Tomiko Santos. The funding will be administered through the Workforce Development Council.

During the interim, the presidents will meet with legislators in all of our catchment areas to discuss their college's status, build relationships, and encourage membership on the Higher Education Committees. (The district has only two legislators on the House Higher Ed Committee [Rep. Gary Pollett and Rep. Gael Tarleton], and both represent North's catchment area. On the Senate Higher Ed Committee, we have only one legislator [Sen. David Frockt], who also represents North's catchment area.)

### **Commencement**

It was a pleasure to have Trustees Gayton and Hill and incoming Trustee Chernin join me at commencement ceremonies this year. We had more than 4,000 graduates, and they all have promising futures. Some will go to aerospace, health care, manufacturing, and maritime; while others are on their way to BAS degrees from our colleges and bachelor's degrees from universities in our state and across the country. Whatever the case, it pleases me to know that they are ready for challenge and are equipped with the knowledge and experience they gained from us.

### **Council for Adult and Experimental Learning (CAEL) Board Meeting**

At my CAEL board meeting last month, we discussed the national initiative to scale up prior learning assessment (PLA), a term used to describe learning gained outside a traditional academic environment. Essentially, it is learning and knowledge that students acquire while living their lives. Examples include working, participating in employer training programs, serving in the military, studying independently, volunteering or doing community service, and studying open-source courseware. Research shows that students who earn prior learning assessment are twice as likely to graduate as those who receive no credit for PLA.

### **SCCtv**

SCCtv crews streamed North Seattle's 2015 Commencement and made the video available on the SCCtv website. (It already had more than 700 hits.) They also produced a one-minute video allowing me to share my thoughts about this special time of year.

SCCtv—in a move going beyond its streaming and recording duties for the Port of Seattle—is now producing videos for the port. SCCtv recently created a series of videos featuring a Shilshole Marina-based sailboat crew participating in the first-ever Race to Alaska. The three-man crew of the *Elsie Piddock* provided charming insight on the challenges they would face and their hopes for the race from Port Townsend to Ketchikan, Alaska. Not only did they win the race, but they completed the race in five days, much faster than anyone thought possible.

### **Convocation is Wednesday, September 23**

Manuel Pastor will be the keynote speaker and host of one of the breakout session at this year's Convocation. Manuel will provide insight on how we can help local citizens (who have been left behind in



**SEATTLE  
COLLEGES**

Central • North • South • SVI

**OFFICE OF THE CHANCELLOR**

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388  
1500 Harvard Avenue, Seattle WA 98122-3803 | [www.seattlecolleges.edu](http://www.seattlecolleges.edu)

this exploding Seattle economy) benefit from the prosperity and respond to the educational needs of those recruited to work here.

Manuel is the Turpanjian chair in Civil Society and Social Change and professor of Sociology and American Studies and Ethnicity at the University of Southern California (USC). He also serves as director of USC's Program for Environmental and Regional Equity and as co-director of USC's Center for the Study of Immigrant Integration. He is the founding director of the Center for Justice, Tolerance, and Community at the University of California, Santa Cruz, and holds an economics Ph.D. from the University of Massachusetts, Amherst.

#### **Seattle Pride Parade**

I was part of a delegation of Seattle Colleges students and personnel from across the district who marched in the Pride Parade June 28. It was an exciting event and reaffirmed the importance of our commitment to diversity. This year, offices and organizations from all three colleges came together to form a unified Seattle Colleges presence for the parade. They are already planning a bigger and more pronounced presence at next year's parade

## MEMORANDUM

TO: Board of Trustees

FROM: Paul T. Killpatrick, Ph.D.  
President

DATE: July 9, 2015

SUBJECT: President's Report

### Seattle Central

#### **Graduates take center stage at Commencement Ceremony**

Hundreds of students and their families gathered in Benaroya Hall in mid-June to celebrate the class of 2015 at commencement. The college awarded more than 1,400 degrees, certificates and diplomas to students this year. At the ceremony, President Killpatrick addressed the audience, along with Seattle Colleges Board Trustee Carmen Gayton and Pedro Marquez, a student who graduated with a Bachelor in Applied Behavioral Science. President Killpatrick also presented the recipient of this year's Distinguished Alumni Award to Loyce Ong'udi, who has committed her life to fighting HIV/AIDS in her native Kenya.

#### **Senator Murray visits campus to hear from students about college affordability**

Sen. Patty Murray (D-WA) visited Seattle Central's campus in late May to participate in a roundtable about the issue of college affordability. Joining her were Manuel Venegas and Salem Stafford, students at Seattle Central, and Karen Gamez, a student at Green River Community College.

Sen. Murray is working in the U.S. Senate to reauthorize the Higher Education Act, and she wanted to hear firsthand from students who have struggled to pay for college. Both Manuel and Karen are the first in their family to attend college, and all three students spoke about the difficulty of balancing work and family commitments in the face of rising tuition rates.

#### **Seattle Culinary Academy's "Samosa Girl" brings sustainable Indian street food to Capitol Hill**

On weekends, when the Seattle Culinary Academy's (SCA) kitchens take a break, one student is working overtime to bring her culinary creations to the masses. In May, second-year student Adila Esbhani started a business called "Samosa Girl" to sell her take on the popular Indian street food to patrons at the Broadway Farmer's Market. Adila drew inspiration from her mother's samosa recipe but tweaked it to incorporate skills and techniques she has learned in her professional training. She now makes her samosas in strict adherence to the sustainable practices she has learned at SCA. She whips up more than 100 samosas each Sunday and has sold out every week.

#### **Reestablished drama department hosts first play in years**

After seven years without a student play, Seattle Central's reestablished drama department hosted its first student production this spring. The 80-minute performance included an all-student cast as well as student technicians. The play, titled "Brief Smiles for Strangers," ran over two weekends in June at the Erickson Theatre. The performance consisted of two one-act plays that addressed serious contemporary issues but incorporated comedic elements.

### **Celebration returns historic George Tsutakawa Fountain to campus community**

After working to raise more than \$40,000 to restore the historic Tsutakawa fountain on campus, Seattle Central hosted around 200 guests at a rededication ceremony for the work of art in early June. The ceremony included a Japanese drumming performance called Taiko, as well as reflections from Seattle Central students and staff members. Members of the family of artist George Tsutakawa, who were instrumental in renovating the fountain, also offered reflections on the rededication of the historic sculpture.

### **Fashion exhibition to showcase Apparel Design students**

Seattle Central College's School of Apparel Design & Development presented its 36th annual apparel design fashion exhibition on Tuesday, June 16. Titled "Turning Corners," the event featured 26 collections and portfolios showcasing the creative vision of the 2015 graduating class.

Each student in the program produced a collection in just 11 weeks, from the design of concepts to the construction of final garments. The gallery of individual vignettes showcase lines of sportswear, resort clothing, couture styles, and outerwear and highlighted graduate design portfolios with work from two years of study.

### **Creative academy students display talent**

Each year, graduating students of the Creative Academy host a portfolio show, or "Portshowlio," to showcase their work to potential employers and the broader community. Graduating second-year Photography and Graphic Design students plan, install and promote the show and first-year students provide event support. The event took place over two nights in June. A professional reception brought prospective employers, industry professionals and alumni to campus, while the friends and family night was open to the public and allowed graduates to celebrate their time at the college. This year's theme, "All Every Thing," was selected by students to best represent the diverse talents of the academy's students.

### **Phi Theta Kappa students hosts forum to promote student and faculty research**

In June, Phi Theta Kappa students organized their second-annual forum, titled "Cross Pollinated," to showcase a variety of research conducted at Seattle Central College during the 2014-15 academic year by students, alumni and faculty from diverse disciplines.

Kerrie Agosta, an anthropology student who returned to school after raising four children, presented on dealing with death; Dena Deyoung, a student who returned to school to pursue a formal education in global health after years of working in non-profits, presented on gentrification and urban renewal; and Penny Espinoza, a former software developer, presented her research on evolutionary theorists Charles Darwin and Alfred Russel Wallace. Alumna Angela Kimber, who has since moved on to study Chemical Engineering at the University of Washington, presented her research on graphene. Faculty librarians Sharon Spence and Katy Dichter offered a presentation on information literacy and research instruction.

### **Reinforced marketing seeks to improve enrollment**

Seattle Central is continuing work with an enrollment and marketing consultant, Dr. Pam Cox-Otto, and her firm, Interact Communications. Her team has created a series of emails that were sent over several weeks in May and June that were designed to encourage current students to reenroll. Posters and banners have been posted around campus with similar messages.



Advertising for the fall campaign has been put in place and a campaign is up and running to encourage enrollment in the new tracks of the Allied Health bachelor's degree: Community Health and Education, and Healthcare Services Management.

#### **Pacific Tower update**

Construction of the Nursing, Respiratory Care and Surgical Technology classrooms and laboratories on the fifth and sixth floors is moving rapidly. Construction on the three remaining floors has been on hold until the Legislature approves the 2015-17 biennial budget. Funding from that budget is needed to trigger a federal tax credit financing round for rehabilitation of the historic Pacific Tower.

Program and curriculum development is proceeding with the assistance of a grant from the Gates Foundation and fundraising in support of Seattle Central's Allied Health programs and the Pacific Tower continues. The District's foundation just received a \$1 million commitment for scholarships for students enrolled in Allied Health programs. The donor interest was sparked by a tour of the Pacific Tower. Over \$3.5 million in additional requests have been submitted to local foundations and donors.

#### **New emergency call stations installed**

To help our students, faculty, staff and the community stay safe, new emergency call stations have been installed in seven locations around campus. These include three wall-mounted call stations and four blue call station towers. With just the touch of a button, the call stations will connect you directly with Seattle Central's Public Safety department in case of an emergency.

#### **Call station features:**

Two-way communication – Call stations are equipped with a two-way communication system that allows people to talk directly with Seattle Central's Public Safety department 24 hours a day, seven days a week.

Lights – When a user presses the emergency button, the call stations emit bright flashing lights.

Cameras – All call stations are equipped with surveillance cameras.

Integration with alert system – The call stations are connected to the Seattle Colleges Alerts system, which allows the college to broadcast audible emergency messages.

#### **Seattle Vocational Institute**

##### **Community Forum**

Seattle Vocational Institute held a community forum to discuss the current environment and begin formulating a 10 to 20-year vision and direction for SVI. The meeting was attended by members of the Seattle Vocational and Seattle Central Technical Advisory Committees, the Breakfast Group, National Association of Black Veterans and citizens concerned about the future of SVI. This was the first in a series of meetings that will be held in formulating the future of SVI.

##### **SVI School of Cosmetology**

The SVI School of Cosmetology students assisted Garfield High School with their production of RENT. Each year the students provide hairstyling for the play chosen by the drama department. SVI students worked with Garfield High School actors and actresses to determine the most authentic and representative styles in conjunction with the wardrobe, script and production staff. The play, held in the Quincy Jones Theater, ran for eight days performing to sell-out crowds.

# North Seattle College

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

Office of the President

**TO:** Board of Trustees  
**FROM:** Warren Brown, President  
**DATE:** July 9, 2015  
**SUBJECT:** President's Report – Information Only

## **ADVANCING STUDENT SUCCESS**

### ***45<sup>th</sup> Annual Commencement***

North Seattle College celebrated its 45<sup>th</sup> annual commencement ceremony June 19. During the 2014-2015 academic year, more than 1,300 students earned degrees, certificates, GEDs and high school diplomas. Almost three hundred of these graduates walked at commencement. Keynote speaker at the graduation celebration was Shaunta Hyde, chair of SBCTC and managing director of Community Relations for Alaska Airlines. Ms. Hyde received an honorary Bachelor of Applied Science degree from the college, the first awarded in the state. Student speakers were Aaron Dotson and Corrie Ogendo.

### ***Strategic Enrollment Management Consultant Provides Recommendations***

Former educator Dr. Christine Kerlin of AACRAO Consulting presented observations and recommendations on how North can improve its enrollment and retention efforts. Dr. Kerlin was hired in April following the recommendation of North's Strategic Enrollment Management (SEM) committee. Dr. Kerlin interviewed faculty, staff and administrators to understand everything from the college's marketing and outreach efforts to admissions, scheduling and academic program mix. Dr. Kerlin's recommendations were presented in a 45-page report and the campus SEM committee will begin work to incorporate some of her suggestions into a SEM plan.

### ***Summer and Fall Enrollment Efforts***

Enrollment for the 2015 Summer Quarter at North Seattle College was at 101 percent as of Thursday, June 25. Enrollment for the 2015 Fall Quarter is currently at 34 percent. The college is gearing up for a fall marketing and outreach campaign that includes targeted e-mails to students who have applied but not enrolled, billboard and bus advertisements, direct mail, permission e-mails and digital, radio and social media ads. The college has also focused its retention efforts on students enrolled in spring and summer quarters. The campus has registration reminders displayed in high traffic areas of campus and has sent a monthly e-newsletter to approximately 10,000 currently enrolled students, with each issue focusing on registration, critical dates and deadlines and the importance of registering early.

### ***Accreditation Update***

North is beginning to prepare for the college's Year Seven Accreditation Report and Site Visit on April 18-20, 2016. The purpose of the report and site visit is to demonstrate to the Northwest Commission on Colleges and Universities (NWCCU) how North is fulfilling its mission to change lives through education. When finished, the Year Seven Report will address each of the five standards established by NWCCU. As drafts of the standards are prepared, they will be posted for review and comment by North staff and faculty. A Canvas course with resource pages has been created for this purpose. The college will update these pages as needed and provide North employees and students with updates about the accreditation process and how they can help.



### ***Nursing Accreditation Approved***

The Washington State Nursing Care Quality Assurance Commission Program recently notified the college that the rigorous accreditation visit and self-study conducted for North's Nursing Department in February had been accepted and approved until fall 2022. In the spring, the Nursing Department at North hosted peer evaluators from the Accreditation Commission for Education in Nursing (ACEN), and after a rigorous but collegial review of the RN Program at North against six standards indicative of program quality, the evaluators determined that the nursing program is in compliance with all six standards. The process of writing the self-study report started nearly a year ago.

## **EXCELLING IN TEACHING AND LEARNING**

### ***Micro/Nano Tech Conference on Campus***

Presented by a consortium of National Science Foundation Advanced Technological Education Centers (of which North's SHINE is one), the Micro/Nano Tech Conference held on campus June 24-26 brought together educators to build and foster the micro/nano community across the country. Presentations were geared to help participants expand their technical expertise in micro/nano and related fields, share nationally developed resource materials, get ideas for program development, learn about workplace skill requirements, and recognize leaders in their efforts to promote student success and workforce development.

### ***Making Learning Visible***

The 10<sup>th</sup> Annual *Making Learning Visible* Symposium took place June 3. Approximately 200 faculty, staff, administrators and students viewed and asked questions of the presenters. Students from a variety of disciplines demonstrated their learning through well-researched posters, videos, PowerPoint presentations and live performances. This is the second year MLV has given awards in appreciation of the most exciting posters or presentations. Thanks to the Office of Instruction, North was able to honor winners with \$25 Barnes and Noble gift cards. The President's Award went to Scott Merry, Nanotechnology. The Vice President of Instruction's Award went to Sue Yang, Undergraduate Research. Aaron Dotson, English, and Shrawan Roka, English, jointly received the Dean's Award.

### ***Phi Theta Kappa Inducts New Members/Names Officers***

North's chapter of Phi Theta Kappa International Honor Society inducted 81 new members at the close of Spring Quarter. New officers for 2015-2016 were also sworn in. Truan Tran, computer science major, is new president; Kyungho Jeong, business major, became vice president/leadership; Lantao (Annie) Zhang, business major, is new vice president/service; and Riley Scott, computer science major, became vice president/fellowship.

### ***Continuing Education Art Exhibit***

This summer, the college is excited to have its first Continuing Education Art Exhibition in the North Seattle College Art Gallery. The show will open on July 21 and run through August 20.

## **BUILDING COMMUNITY**

### ***Town Halls for Smoke-Free Campus***

As part of North Seattle College's transition to a tobacco and smoke-free campus, effective Fall Quarter, the campus held town hall meetings June 16 and 17 to obtain additional feedback from students and employees regarding the best way to implement the new rule. North is now forming an implementation team, whose members will serve on a volunteer basis, meeting at least once this summer and then once a month beginning when faculty return to contract in the fall. The implementation team's mission is to assess how the initiative is working. Specific work sub-teams will be active between meetings to address

topics such as appropriate signage, communication of the initiative, smoking cessation resources, enforcement and other topics.

### ***New Director of Diversity and Inclusion***

North is pleased to announce that Pam Racansky has accepted the position of Director for Diversity and Inclusion and will start on July 7. Ms. Racansky is a medical anthropologist who has worked as Director for Workforce Development in the Center for Diversity & Multicultural Affairs at the University Of Washington School Of Medicine for the last seven years, dealing primarily with diversifying students in the health care pipeline. Employees and students were able to provide feedback on the finalists for this position through open forums held in June

### ***Departure of Dr. Terry Cox, Dean of BEIT***

Dean Terry Cox, Ed.D., is moving into a new role as vice president for Workforce Development and Training at Edmonds Community College, effective mid-July. Terry has done an outstanding job for the past five years as dean of Business, Engineering and IT.

### ***STARS Award for Spring Quarter***

Amanda Knowles, faculty member in the Art Department and director of the North Seattle College Art Gallery, received the Spring Quarter Golden Star Employee of the Quarter Award, nominated by her peers for demonstrating one or all of these qualities: kindness, integrity, collaboration, creativity and going-the-extra-mile.

### ***Asian Pacific Islander LGBTQ Family Event***

Thanks to the Japanese American Citizens League (JACL) and the work of Sarah Baker, chair of the Student Administrative Council at North, North Seattle College hosted Family: An Asian Pacific Islander LGBTQ Gathering on campus June 13. JACL wanted to create a space where people and especially youth felt that they could come forward, share their stories and support one another. With approximately 100 people in attendance, the day of workshops was a celebration of diversity amongst the API communities including the Seattle JACL, Ingersoll Gender Center, API Chaya, PFLAG Seattle/Bellevue, and Asian Counseling and Referral Services.

### ***Campus Mural Completed***

The opening reception and celebration of the completion of North's second mural on campus occurred June 17. The mural, depicting regional flora and fauna drawn from a list of official Washington state species and emblems and using diversity in nature as a metaphor for human diversity, was designed by natural science artist Justin Gibbens. His design was chosen after an international call for submissions. The mural was painted by students in Kelda Martensen's ART 204 Mural Art Class.

### ***"Star Trek: The North Generation" at Captain Brown's Café***

More than 155 North employees from North and the Opportunity Center for Employment and Education came to President Warren Brown's Star Trek-themed breakfast June 4, staged by STARS (Staff Representatives). Administrators served pancakes and coffee for this community building event.

### ***Published!***

North Seattle College Library's Campus Publications Showcase announced recently published pieces by North community members: library staff member Zola Mumford on *Historylink.org* ("Norie Sato"); faculty member Greg November on *Crab Creek Review* ("Call me if something cool happens"); Greg Bem, Student Media Center coordinator, in the newly minted regional journal *Make It True: Poetry from Cascadia*.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: July 9, 2015

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**Over 800 Graduates Celebrated at Benaroya Hall on June 19**

South Seattle College's 45<sup>th</sup> *Annual Commencement* celebrated the graduation of over 800 students alongside their family, friends and mentors in the beautiful Benaroya Hall on June 19. South graduate David Yama, who has been no stranger to this monthly report as of late, acted as keynote speaker, sharing his story of perseverance in rising from high school dropout to becoming the top community college scholar in the nation. Proving David's achievement was cause for celebration nationwide, Congressman Jim McDermott joined him on stage to recognize his achievement. Just like David, every member of South's 2015 graduating class has overcome obstacles in their pursuit of an education that now sets them on course toward a fulfilling future. Commencement is not only a celebration of our students and their scholastic achievement, but an affirmation of the hard work put in by South staff and faculty every year.

**President's Medal Winners Announced**

As part of the 45<sup>th</sup> *Annual Commencement* on June 19, I presented the President's Medal to three outstanding graduates who deserved special recognition for their stellar classroom performance, and for going the extra mile in supporting their community and fellow students. **James A. Steele**, who attended our Bachelor of Applied Science program in Professional Technical Teacher Education, graduated with a 3.93 GPA while raising two sons as a single father. He'll be pursuing a master's degree next fall. **Enjunay Monique Jones-Lee** graduated from our Automotive Technology program, and hopes to follow a family tradition by becoming a mechanic. Enjunay started the program at 18 years old in 2013, and since that time has transformed into an amazing student whose curiosity goes well beyond her expertise in the mechanical arts. **Marady Duong** graduated with an Associate of Applied Science-Transfer degree in Business Information Technology, and has made a huge impression on staff and faculty for her hard work in the classroom and insatiable interest in campus involvement, including student government, TRiO, honors society and more. She arrived in the United States just a few years ago from Cambodia, started at South taking ESL classes, and is now a college graduate. These three truly exemplify South's motto, "*Start Here, Go Anywhere.*"

## **Graduation Celebrations Held on Campus**

Twelve students who came to South as part of our 13<sup>th</sup> Year Promise Scholarship program (providing a full year of tuition-free college to local high school graduates) celebrated their June 19 graduation a bit early on June 11 with 13<sup>th</sup> Year support staff. It is wonderful to hear the stories from these students, who often say they would not have attended college if not for the scholarship. Now, many of them have plans to transfer to four-year universities to complete bachelor's degrees and beyond. Also on June 11, 40 students who received support from South's TRiO programs celebrated their graduation at the Northwest Wine Academy alongside family and friends. TRiO provides services to individuals with disadvantaged backgrounds, and to see so many graduates from that program illustrates the importance of South in connecting our community to a higher education. Finally, on June 17, South's Career Link graduation was held in the Brockey Center, where 65 students received their high school diplomas and took an important step in their education.

## **13<sup>th</sup> Year Promise Scholarship Graduates Meet Foundation Board**

South Seattle College Foundation board member Marjorie Alhadeff hosted a special event at her home to celebrate the 13th Year Promise Scholarship on Tuesday, June 9. The event featured three 13th Year success stories: **Myron Ramirez** transferred to the University of Washington after graduating from South, and received his bachelor's degree in Construction Management from UW this June. He already has a position lined up at GLY Construction. **Dale Pancho** graduated from South last year and transferred to Seattle University where he is studying psychology. **Merissa McEwen** graduated from South's nursing program this June, and plans enter the workforce immediately as a labor and delivery nurse. It was a great evening, where Foundation board members and their fellow philanthropists were able to meet with the young people who directly benefit from their support.

## **South Scientists Well Represented at Undergraduate Research Symposium**

South's Ready, Set, Transfer! Academy students are on the pathway towards great STEM careers, and they had an opportunity to showcase their talents in late May at the University of Washington *Undergraduate Research Symposium* (the largest gathering of its kind in the nation). Research presented by our students included "Big Data" analyses of census data, the nanopatterning of cardiac cells to create functioning heart tissue, an analysis of arson accelerants, and a survey of sea star wasting disease in the Puget Sound (among others). Additionally, our amazing faculty mentors were there every step of the way, supporting our students in their real-world research. Back on South's campus, we held our 2<sup>nd</sup> *Annual Project Day* on June 11, where 43 groups of students presented their intellectual discoveries and research from the past academic year on poster boards, covering impressive work in the areas of biology, chemistry, computer programming and mathematics.

### **South Student Tuyet Ta Named AWIS Scholarship Winner**

South computer science student **Tuyet Ta** has been awarded a scholarship from the Association for Women in Science-Seattle. She received one of the two major student scholarships for the 2015-2016 academic year, and was chosen from a competitive pool of 30-40 female students. Tuyet, who plans to transfer to a university to continue her computer science studies, is an active member of South's Women in STEM club and part of our Ready! Set! Transfer! Academy. Our faculty members do an excellent job of encouraging female students to explore and thrive in science, technology, engineering and math (where women are traditionally underrepresented), and Tuyet's award is a testament to the positive outcome of that work.

### **Student Veterans Share Their Experiences**

Last month, South's support staff hosted a *Student Veteran Panel*, where student veterans shared personal experience and perspectives on military service, civilian transition and academic pursuits at South. Several staff and faculty members were in attendance, and the stories shared will help inform our developing efforts to better serve this population of students as a Veteran Supportive Campus (a designation bestowed by the Washington State Dept. of Veteran Affairs).

### **South's AANAPISI Program Selected for National Study**

Researchers at the University of Denver are conducting a qualitative case study of three Asian American Native American and Pacific Islander Serving Institution (AANAPISI) programs to better understand how those programs cultivate a culturally-engaging campus environment, and create conditions for Asian American and Pacific Islander (AAPI) students to thrive in college. South's program was selected for the study due to our longstanding track record of success in developing promising AANAPISI practices that are often replicated by others. The three selected programs and their initiatives will be featured in a national policy report that will be jointly published by the Center for Minority Serving Institutions at the University of Pennsylvania, the Asian American and Pacific Islander Research Coalition, and the Culturally Engaging Campus Environments Project at the University of Denver. The report will focus on the importance of AANAPISIs and how they are creating conditions for AAPI students to succeed.

### **Northwest Wine Academy Holds 10<sup>th</sup> Anniversary Spring Release**

South's Northwest Wine Academy held their *10<sup>th</sup> Anniversary Spring Wine Release* from June 4-6, commemorating a decade of training the Puget Sound in wine production, food and wine pairing, and wine marketing and sales. Five new student-produced wines were unveiled during the well-attended event, which included an *Alumni Night* (where graduates who are working in the industry from Eastern Washington to Europe share their creations) and a *Library Tasting* of NWWA vintages from the past ten years.