

Board of Trustees Meeting

Monday, June 5, 2017

1:00 – 3:30 pm

Boardroom (305A)

Study Session: Study session topics discussed included:

- Board of Trustees succession planning.
 - Trustee Neil Johnson resigned from the board.
 - There is one applicant for the vacant seat on the board.
- 2017-2018 Board of Trustees meeting study session presentations/topics.
- 2017 Commencement ceremony on June 16, 2017.

Board Meeting: Vice Chair Reid called the meeting to order at 1:31 pm.

Roll Call: (Total present at Board meeting = 36)

Board of Trustees:

Bruce Reid, Vice Chair

Anne Hamilton, Trustee

Darrell Mitsunaga, Trustee

Derek Edwards, AAG

LWTech Faculty and Staff Present:

Alihasan Amjad

Demetra Biros

Vicki Chew

Cathy Copeland

Grayson Court

Melissa Curtis

Heather DeGraw

Kelcie Doyals

Doug Emory

Kim Goddard

Dr. Amy Morrison Goings

Dr. Ruby Hayden

Sally Heilstedt

Jayne Heyde

Jim Howe

Frances Humphrey

Suzy Lee

Rachelle Malat

Andrea Olson

Meena Park

Jamilyn Penn

Mike Potter

David Rector

Dr. Aparna Sen

Leslie Shattuck

Alisa Shtromberg

Elisabeth Sorenson

Dr. Elliot Stern

Bill Thomas

Katie Viola

Sheila Walton

Guests: Ben Reed

Approval of Consent Calendar and Minutes: The calendar including the May 1, 2017 meeting minutes was approved by consent.

Introduction of New Employees: Vice President Dr. Ruby Hayden introduced Katie Viola as LWTech's Director of Student Development Services and new Coordinator of BFET and WorkFirst, Kelcie Doyals.

Vice President Dr. Elliot Stern introduced Vicki Chew, Manager of Instructional Services, and Tara Wend-Barbour, Administrative Assistant IV.

Dean Jamilyn Penn introduced the new Director of Nursing, Chitra Sharisian.

Executive Director Meena Park introduced the 2016-2017 graduating LEADS (internal leadership development) cohort: Melissa Curtis, Rhonda DeWitt, Jayne Heyde, Katrina Larrabee, Rachelle Malat, Dr. Aparna Sen, and Alisa Shtromberg.

Public Comment: There were no public comments made.

Verbal Reports

President: President Morrison Goings reported that:

External Engagement/Legislature

- The Legislature is still in its second special session. There are no updates at this time. President Morrison Goings remains hopeful that the Legislature will adopt operating and capital budgets by June 30th. Operations will continue as normal this summer at LWTech if there is no budget agreement through the use of reserves.
- She attended the Washington Association of Community and Technical Colleges (WACTC) meeting that focused on the system's work in Guided Pathways.
- At the WACTC meeting, she participated in her last Legislative Committee meeting as Chair and a member.
- She attended the Governor's Summit on Career Connected Learning at Microsoft's Redmond campus. The meeting, which focused on career connected pathways, included a keynote address from Governor Inslee, and remarks from Superintendent Chris Reykdal, among others.
- Jan Yoshiwara was selected to head the State Board for Community and Technical Colleges as Executive Director.
- She joined the Redmond Parks leadership in addressing the Redmond City Council regarding the proposed lease of LWTech's Redmond Campus to the City of Redmond for use as the new Redmond Community Center. This proposed two-year lease (with three, one-year renewable options) will be considered for final approval at the upcoming Redmond City Council meeting.
- She attended Leadership Eastside's Community Advisory Luncheon.
- She spoke at the dedication for a new art installation created by longtime LWTech advocate and donor, Merrily Dicks. The installation, called The Spikes, was created by Merrily with assistance from LWTech Welding Technology alumni, Riley Schroeder.

College Community/Student Achievement

- President Morrison Goings thanked the Trustees for their attendance and participation in the Scholarship Reception and LEADS cohort presentations.
- There was a student forum where President Morrison Goings answered questions and listened to difficulties or concerns.
- At an all staff meeting, President Morrison Goings thanked the following employees who are leaving their positions at the college:
 - Terry Byington
 - Melissa Lamy
 - Charles Sims
 - Chris Weeks
- Organizational changes were made, and are:
 - Vice President Bill Thomas now oversees Information Technology Services (ITS). Jeff Steffens was appointed Director of ITS.
 - Meena Park will serve as Executive Director of Human Resources, starting July 1.
 - Cathy Copeland was accepted into the Washington Executive Leadership Academy for 2017-2018 and will report to President Morrison Goings this year, starting July 1.
 - Dr. Suzy Ames was promoted to Associate Vice President of Instruction and will serve on President Morrison Goings' Executive Cabinet.
- Executive Cabinet will hold a summer team building retreat.

Board Chair/ ACT Legislative Action Committee: Vice Chair Reid attended the Spring Washington Association of College Trustees meeting where the trustees conducted their annual business meeting which included committee assignments for 2017-18; Vice Chair Reid gave the treasurers report for his colleague; and, Trustees attended an Equity, Diversity, and Inclusion panel that discussed hiring faculty of color, mentorship, and bias response training.

College Council: Chair Katie Viola reported that during 2016 – 17, College Council:

- Addressed issues brought forward by college community members.
- Participated in the college's shared governance.
- Reviewed and provided feedback on the 2017-2020 Strategic Plan.
- Endorsed a campus food pantry (ASG).
- Reviewed and made recommendations on policies.
- Developed an annual plan and goals.
- Held elections for 2017-2018 council members.

Ms. Viola acknowledged Executive Director Terry Byington for her leadership, history, mentorship, and organization.

Faculty Representative: Federation President Jim Howe reported that the Lake Washington Federation of Teachers Local 3533 AFT/AFL-CIO contract was voted on and unanimously approved by faculty. The Board of Trustees will take action on the contract later in today's meeting. Mr. Howe recognized the bargaining teams' work and thanked Professor Phil Snider for leading the faculty team.

Mr. Howe was elected to serve on the AFT-WA Executive Board as Vice President of Legislative Affairs during 2017- 19.

Classified Staff: A report was not given.

Written Reports

Associated Student Government: A report was submitted with the meeting packet. There were no questions from the Trustees.

Financial Summary: A report was submitted with the meeting packet. There were no questions from the Trustees.

Executive Cabinet:

- Communications and Marketing: A report from Director Leslie Shattuck was submitted with the meeting packet. There were no questions from the Trustees.
- Development: A report from Executive Director Elisabeth Sorensen was submitted with the meeting packet. There were no questions from the Trustees.
- Human Resources: A report from Assistant Director Meena Park was submitted with the meeting packet. There were no questions from the Trustees.
- Instruction: A report from Vice President Dr. Elliot Stern was submitted with the meeting packet. There were no questions from the Trustees.
- Research and Grants: A report from Special Assistant Andrea Olson was submitted with the meeting packet. There were no questions from the Trustees.

- Student Services: A report from Vice President Dr. Ruby Hayden was submitted with the meeting packet. There were no questions from the Trustees.

ITEM 977, Resolution No. 106: Honor Student Chris Osler, LWTech's 2017 All Washington Academic Team Nominee - Trustee Hamilton made a motion to pass ITEM 977 honoring Mr. Osler, and Trustee Mitsunaga seconded the motion. The motion was unanimously passed.

ITEM 978: Lake Washington Institute of Technology Federation of Classified Employees Local No. 4787 Contract – Trustee Mitsunaga made a motion to pass ITEM 978, and Trustee Hamilton seconded the motion. The motion was unanimously passed.

ITEM 979: Lake Washington Federation of Teachers Local 3533 AFT/AFL-CIO Contract – Trustee Hamilton made a motion to pass ITEM 979, and Trustee Mitsunaga seconded the motion. The motion was unanimously passed.

ITEM 980: Honorary Degree, Representative Larry Springer - Trustee Mitsunaga made a motion to pass ITEM 980, and Trustee Hamilton seconded the motion. The motion was unanimously passed. An honorary degree will be presented to Representative Springer at the 2017 Lake Washington Technical Academy graduation.

ITEM 981: Tuition and Fees 2017-18 - Trustee Hamilton made a motion to pass ITEM 981, and Trustee Mitsunaga seconded the motion. The motion was unanimously passed.

ITEM 982: College Budget 2017-18 - Trustee Mitsunaga made a motion to pass ITEM 982, and Trustee Hamilton seconded the motion. The motion was unanimously passed.

ITEM 983: *First Reading* Strategic Plan 2017-20 – There were no questions from the Trustees.

ITEM 984: Board Meeting Dates 2017-18 - Trustee Hamilton made a motion to pass ITEM 984, and Trustee Mitsunaga seconded the motion. The motion was unanimously passed.

ITEM 985: Election of Officers 2017-18 – Trustee Hamilton made a motion to elect Trustee Bruce Reid as Chair and Trustee Mitsunaga as Vice Chair. Trustee Mitsunaga seconded the motion. The motion was unanimously passed.

ITEM 986: Board Goals 2017-18 - Trustee Mitsunaga made a motion to pass ITEM 986, and Trustee Hamilton seconded the motion. The motion was unanimously passed.

ITEM 987: President's Goals 2017-18 – A motion was made to pass ITEM 986, and seconded. The motion was unanimously passed.

ITEM 988: *First Reading* 2.P14 Student or Employee Faith or Conscience Policy – There were no questions from the Trustees.

The Board of Trustees called an Executive Session at 3:06 pm to evaluate the performance of President Amy Morrison Goings covered under RCW 42.30.110. There was no action taken in Executive Session. The regular meeting re-convened at 3:16 pm.

ITEM 989: President's Contract Addendum - Trustee Mitsunaga made a motion to extend President Amy Morrison Goings' contract to 2022, and Trustee Hamilton seconded the motion. The motion was unanimously passed.

Adjournment: 3:30 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Heather DeGraw".

Heather DeGraw, Executive Assistant to the President