

Board of Trustees Meeting
Monday, February 5, 2018
Study Session 4 pm
Meeting 6 to 7:30 pm

Study Session: Dr. Richard Cummins, Chancellor of Western Governors University of Washington and former Columbia Basin College (CBC) president, provided anecdotal information on policy governance as demonstrated in CBC's Board policies.

Links:

- CBC Board policies:
<http://www.columbiabasin.edu/Modules/ShowDocument.aspx?documentid=2398>.
- CBC monitoring reports (to assess end states and evaluate achievement of outcomes):
<https://www.columbiabasin.edu/index.aspx?page=1724>.

Chair Reid made a motion to amend the agenda and start the regular meeting earlier than 6 pm. The motion was seconded and approved.

The meeting was called to order at 5:40 pm.

Roll Call

Board of Trustees:

Mr. Bruce Reid, Chair
Mr. Darrell Mitsunaga, Vice Chair
Ms. Anne Hamilton
Ms. Laura Wildfong
Mr. Derek Edwards (AAG)

LWTech Faculty and Staff:

Dr. Suzanne Ames	Rachelle Malat	Leslie Shattuck
Simon Bahta	Andrea Olson	Elisabeth Sorensen
Douglas Day	Meena Park	Dr. Elliot Stern
Heather DeGraw	Amanda Pelly	Lynne Szymanski
Dr. Amy Morrison Goings	Jamilyn Penn	Sue Wozniak
Sally Heilstedt	Mike Potter	
Jim Howe	Michael Richmond	
Frances Humphrey	Chitra Sharifian	

Guests: There were no guests in attendance.

Introduction of New Employees: Dean Sally Heilstedt introduced Sue Wozniak, Faculty Librarian.

Consent Calendar: The calendar that included the amended agenda and the January 8, 2018 meeting minutes, was approved by consent.

Public Comment: There was no public comment.

Reports

Associated Student Government (ASG): A written report from ASG President Amanda Pelly was distributed. Amanda addressed the trustees. There were no questions.

President: President Morrison Goings reported that January activities included:
College Community

- Hateful vandalism was found on campus. Facilities acted quickly to remove the vandalism, and security and Kirkland Police department are conducting an extensive investigation. A reward was offered for information leading to the prosecution of the offending party/ies.
- She conducted an all staff meeting.

External Engagement

- She was elected to serve as a commissioner on the Board of the Northwest Commission on Colleges and Universities. President Morrison Goings will serve a three year term and meetings are held in the summer and winter of each year but various committees meet more frequently to facilitate the Commission's work.
- Leaders from Oregon Institute of Technology (OIT) were on campus to meet with her, and Executive Cabinet members and tour the campus, including possible engineering spaces for OIT courses, and the Innovation Lab. Discussions focused on partnership progress, and next steps.
- She and Dr. Suzanne Ames went to Vancouver, BC, along with the Oregon Tech delegation, to meet with leadership, deans, and professors from British Columbia Institute of Technology (BCIT). The group toured and learned about BCIT's Spartan Controls Centre for Power Engineering, Automotive Technician training using Augmented Reality, and Construction Trades and Sustainability.
- She joined Trustee Laura Wildfong in Olympia for the Washington Association of College Trustees new trustee orientation, and they were joined later in the day by Trustee Darrell Mitsunaga for visits to Legislators before attending the Transforming Lives Awards ceremony. She thanked Trustee Mitsunaga for participating in a panel discussion at the ACT conference on "Preparing for the Unexpected". Trustee Mitsunaga shared his experience serving on the board when LWTech's college was faced with the sudden death of president, Dr. David Woodall.
- She attended a Sound Transit 3 education funding meeting led by Jessyn Farrell, a former Washington State legislator. The group discussed possible projects that could be funded by the Puget Sound tax accountability account and stakeholder collaboration.
- She, along with Jim Howe, Rachelle Malat, Amanda Pelly and Trustee Reid met with John Aultman, Education, Senior Policy Advisor, Higher Education and Workforce Development for Governor Inslee's office, Adam Day from Senator Mark Mullet's office, Representative Joan McBride, and Representative Larry Springer, in Olympia.
- She welcomed roughly 100 parents and children from the Lake Washington School District to LWTech, as part of the Find Your Fit event sponsored by the Lake Washington Schools Foundation. The program featured an overview of our instructional programs by our deans and faculty, and information about the support services we provide.

Student Achievement

- She attended the Phi Theta Kappa President's and Dean's List (also known as the Academic Honor Roll) recognition reception. President Morrison Goings thanked ASG and PTK for hosting the ceremony.

President Morrison Goings provided a mid-year assessment of her 2017-2018 goals.

Board Chair: The Board of Trustees assessed their 2017-2018 goals. They will evaluate the Board's achievement of its goals and develop goals for 2018-2019 at the May 2, 2018 retreat.

Chair Reid reported that he:

- Was not able to attend the ACT Winter Legislative Contact conference. He thanked Vice Chair Mitsunaga for participating on a panel at the conference.
- He joined President Goings, Jim Howe, Rachele Malat, and Amanda Pelly in Olympia on January 29, 2018 to visit legislators.
- He attended the President's Advisory Council meeting.
- He will attend the 45th Legislative District Town Hall meeting on February 17, 2018 at LWTech.
- He thanked Trustee Hamilton for presenting to the 2017-2018 LEADS (internal leadership development) cohort on the roles of the Board of Trustees.

ACT Legislative Action Committee: Vice Chair Mitsunaga reported that:

- He and Trustee Wildfong along with President Morrison Goings, visited legislators before the Transforming Lives Awards ceremony on January 22, 2018.
- At the ACT conference, the State Board for Community and Technical Colleges provided a legislative overview and reviewed the system's legislative agenda.

Foundation Liaison: Trustee Wildfong reported that LWTech Foundation received a lead gift for its Bachelor of Science in Nursing campaign. This will be formally announced at the Spring Scholarship reception on May 9, 2018. The LWTech Foundation welcomed three new board members.

Faculty Representation: Federation President Jim Howe reported that:

- He serves as Vice President of Legislative Affairs on the American Federation of Teachers WA Executive Board and that issues being discussed include ctcLink and full scope bargaining legislation.
- He joined Chair Reid, President Morrison Goings, Rachele Malat, and Amanda Pelly on visits to legislators.
- He attended the Faculty Association of Community and Technical College's winter meeting February 1-2, 2018 at South Puget Sound Community College. There was a labor council reception in conjunction with the meeting.

Classified Staff: A report was submitted with the Board packet and union president Rachele Malat addressed the Board of Trustees. She announced that she will leave LWTech for another job. The Trustees thanked her for her service.

Financial: A financial summary 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/Foundation: 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 Executive 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 Manager Grayson Court was submitted with the meeting packet. There were no questions from the Trustees.
- Special Assistant to the President: 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 990: Vice Chair Mitsunaga made a motion to approve item 990, and Trustee Hamilton seconded the motion. The motion was unanimously approved.

ITEM 991: Trustee Hamilton made a motion to approve item 991, and Trustee Wildfong seconded the motion. The motion was unanimously approved.

Issues for Future Discussion: retreat planning; board goals; circulate draft evaluations; policy governance/board development next steps

Adjournment: 7:16 pm

Respectfully submitted,



Heather DeGraw
Executive Assistant to the President