

*Corrected*

**Board of Trustees Meeting**  
Monday, December 5, 2016  
Study Session 5:00 – 6:00 pm  
Meeting 6:00 – 7:30 pm  
Boardroom (305A)

**Study Session:** Chair Jones noted that study session discussions included:

- Updates on the Bright Futures Benefit Breakfast and Bachelor of Science in Nursing (BSN) Start-up Fundraising Campaign and included: The breakfast raised over \$122K for scholarships, the student emergency fund, and program support; The 2017 Bright Futures Breakfast is scheduled for October 31; The LWTech Foundation is committed to raise \$500K to start-up LWTech's BSN program; The Foundation has secured \$155K in BSN start-up pledges to date; There are BSN start-up naming opportunities still available.
- Data Dashboard demonstration by Ms. Cathy Copeland and Mr. Grayson Court focusing on pathways. The PowerPoint is appended to the minutes.
- Legislative Updates – Community and Technical Colleges: Continue to build advocacy with partners; Will ask for a revenue package to help restore funding levels; Will be on the capital campus Monday through Friday every week during the regular session; LWTech's visits are scheduled for January 11 and February 13; Mr. Steve Mullin from Washington Roundtable authored an opinion editorial (op-ed) speaking to Washington's skills gap that was published in the Seattle Times. Presidents Amy Morrison Goings and Gary Oertli (South Seattle Community College) authored a response to his op-ed to further address the burgeoning skills gap and disinvestment in public higher education.

Chair Jones called the meeting to order at 6:00 pm.

**Board Meeting: Roll Call: (Total present at Board meeting = 33)**

**Board of Trustees:**

Dr. Lynette Jones, Chair  
Mr. Bruce Reid, Vice Chair  
Ms. Anne Hamilton, Trustee  
Mr. Neil Johnson  
Mr. Darrell Mitsunaga  
Mr. Derek Edwards (AAG)

**LWTech Faculty and Staff Present:**

Matt Allen	Frances Humphrey	Leslie Shattuck
Terry Byington	Dr. Kim Infinger	Elisabeth Sorenson
Cathy Copeland	Eric Izaguirre	Dr. Elliot Stern
Grayson Court	Suzy Lee	Bill Thomas
Heather DeGraw	Judy Matson	Katie Viola
Bryce Evans	Dr. Amy Morrison Goings	Sheila Walton
Dr. Ruby Hayden	Andrea Olson	Christopher Weeks
Sally Heilstedt	Meena Park	Kenneth Young
Jim Howe	Mike Potter	

**Guests:** President Morrison Goings introduced Ms. Krista Fox, Dean of Health, Business and Professional Services at Tacoma Community College. Dean Fox is participating in the Washington Executive Leadership Academy this year and President Morrison Goings will serve as her mentor.

**Introduction of New Employees:** Dean Kim Infinger introduced Mr. Matt Allen who was hired as a Running Start advisor. Student Programs Director Sheila Walton introduced LWTech's Equity, Diversity, and Inclusion coordinator, Mr. Eric Izaguirre.

**Approval of Consent Calendar and Minutes:** The calendar and November 7, 2016 minutes were approved by consent.

**Public Comment:** There were no public comments made.

**ASG Report:** ASG President Bryce Evans distributed a written report and introduced ASG Records Officer Suzy Lee who serves as a representative on the Washington Association of Community and Technical Colleges Student Association (WACTCSA). Ms. Lee reported that she attended the Legislative Academy along with another ASG officer, where they heard from Speaker of the House, Representative Frank Chopp. Ms. Lee also participated in a panel discussion. WACTCSA's legislative agenda includes: state funding for community and technical colleges and affordable and assessable textbooks and open education resources.

**Correspondence:** A letter from the State Auditor's office was submitted with the meeting packet. There were no questions from the Trustees.

**President's Report:** President Morrison Goings reported that activities since the November Board of Trustees meeting included:

College Community:

- The annual Veterans luncheon was held to honor LWTech's veteran students and staff.
- The dedication of LWTech's Center of Excellence for Veteran Student Success (CEVSS). The CEVSS was made possible through a \$367,000 grant from the U.S. Department of Education that the College received last year.
- A Courageous Conversations discussion forum was held where 30 employees shared their thoughts (about the election) openly in a safe environment.
- There will be an all staff meeting tomorrow to thank staff for their hard work and to talk about the budget.
- There will be a Thank you/Happy Holidays open house for staff on Monday, December 12.
- The ctcLink project timeline has been delayed until a clear governance process and improved project controls have been established, the original requirements to develop a comprehensive list of gaps at the pilot schools have been leveraged to remediate them, business requirements have been validated to remediate all function gaps, and project plans around training, testing, support, go-live procedures have been fleshed out.

External Engagement:

- Veteran Services Coordinator Ahmad Bennett and President Morrison Goings were guests on KING-TV's New Day Northwest show, where they spoke about the CEVSS. Other press on the center included: an interview on KNKX-FM (formerly KPLU, public radio) and the Kirkland Reporter, and a segment that aired on KOMO-TV's morning newscast. Q13 also covered the ceremony.
- The opening of Professor Jason Sobottka's solo art show at The Gallery at Tacoma Community College.
- The Washington State Board for Community and Technical Colleges and the 37 chancellors and presidents of the system wrote and signed a letter respectfully requesting that President-Elect Trump continue the Deferred Action for Childhood Arrivals program for students in our system and across the country.

**Board Chair's Report:** There was no new business to discuss.

**Showcase:** Dr. Elliot Stern and Dean Mike Potter provided updates on new programs and degrees. Dr. Elliot Stern and Associate Dean Sally Heilstedt presented on Open Education Resources. Copies of the PowerPoints are appended to the minutes.

**Foundation Liaison Report:** LWTech Foundation Executive Director Elisabeth Sorenson provided a thorough report during the study session. Trustee Johnson did not have anything further to add.

**ACT Legislative Action Committee Report:** Trustee Reid reported that topics of discussion at the Washington Association of College Trustees legislative retreat included: a legislative update from Marty Brown, the Executive Director of the State Board for Community and Technical Colleges (SBCTC); partnering with SBCTC and the Washington Association of Community and Technical Colleges; WACTCSA's legislative priorities; advocacy.

**College Council Report:** Ms. Katie Viola serves as chair of College Council and Professor George Dalich serves as vice chair. Ms. Viola reported that topics discussed during fall quarter included: safety and security, equity, diversity and inclusion, and participation in the Hopelink food drive.

**Faculty Representation Report:** Federation President Jim Howe provided a summary of progress made bargaining the faculty contract.

**Classified Staff Report:** A report was submitted with the meeting packet. There were no questions from the Trustees.

**Financial Report:** Vice President Bill Thomas reviewed the monthly financial report through October 2016. There were no questions from the Trustees.

**Executive Staff Reports:**

- College Advancement and Entrepreneurship: A report from Special Assistant Andrea Olson was submitted with the meeting packet. There were no questions from the Trustees.
- 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 Elliot Stern was submitted with the meeting packet. There were no questions from the Trustees.
- Student Services: A report from Vice President Ruby Hayden was submitted with the meeting packet. There were no questions from the Trustees.

**Issues for Future Discussion:** Comprehensive guided pathways update along with the completion report at the April meeting.

**Adjournment:** 7:37 pm.

Respectfully submitted,



Heather DeGraw  
Executive Assistant to the President