

**Minutes
Regular Meeting
Cascadia College Board of Trustees
November 15, 2017**

**Cascadia College
18345 Campus Way N.E.
Bothell, WA 98011**

BOARD OF TRUSTEES

Chair Janet McDaniel, Vice Chair Dr. Julie Miller, Roy Captain, Nancee Hofmeister, and Mike Kelly present.

EXECUTIVE STAFF

Terence Hsiao, Martin Logan, Dr. Eric Murray, Vicki Newton, Alan Smith (AAG), Dr. Rosemary Sutton, and Meagan Walker present.

AREA REPRESENTATIVES

CCCFT Representative – David Shapiro present.

Student Representative – Cassie Rudolph, CSG President present.

WPEA Representative – Marah Selves present.

AUDIENCE

Erin Blakeney, Kimberlee Clark, Mark Collins, Gordon Dutrisac, Lyn Eisenhour, Susan Ford, Dr. Todd Lundberg, Becky Riopel, Abi Shimono, Sara Gomez-Taylor, Dr. Erik Tingelstad, and Srividhya Venkatraman present.

1. EXECUTIVE SESSION

There was no Executive Session scheduled for this meeting.

CONVENED TO PUBLIC SESSION AT 4:00 P.M.

2. CALL TO ORDER

Chair Janet McDaniel called the meeting to order at 4:00 p.m.

3. CONSENT AGENDA

Chair Janet McDaniel asked for approval of the consent agenda. Trustee Mike Kelly made a motion to approve the consent agenda and Trustee Dr. Julie Miller seconded the motion. Hearing no objections the consent agenda was approved.

4. PUBLIC COMMENTS

There were no public comments.

5. INTRODUCTION OF NEW EMPLOYEE

The following new employee was introduced to the Board:

Administrative Services

Abi Shimono, Facility Assistant

The Board members welcomed the new employee and wished them well in their position at Cascadia.

6. INFORMATION ITEMS

First Quarter Financial Update

It is the practice of the Board to review expenditures against the budget on a quarterly basis. Terence Hsiao, VP of Administrative Services reviewed the first quarter budget report through September 30, 2017 with the Board.

7. REPORT (moved earlier in agenda so faculty member can go teach)

Cascadia Community College Federation of Teachers (CCCFT)

Union President, David Shapiro submitted a report in the board packet earlier and had nothing more to add to the report.

8. DISCUSSION/PRESENTATION ITEMS

Strategic Plan Deep Dive: Marketing Efforts

Meagan Walker, VP of College Relations and Advancement introduced Sara Gomez-Taylor, Recruitment and Outreach Manager, who gave the Board an update on Cascadia's Marketing Efforts. Ms. Gomez-Taylor presented on marketing goals of 1/3rd time engaging and developing community partners, 1/3rd time informing students, staff and faculty, and 1/3rd time maintaining and growing enrollment.

Advertising and communication are done through social media, electronic communication, media releases, and community forums. Outreach is done through community events and fairs, boards and committees, and special events off campus and on campus through (Mobile Laboratory (MO)-Wetland Day, Poetry Writing, and Welcome Week), campaigns (voter registration, parking rate increases, and emergency preparedness) and special events.

Prospective students are notified thorough social media, websites and calendars, newsletters, brochures, banners, videos and advertising.

A copy of Ms. Gomez-Taylor's PowerPoint presentation can be made available upon request.

9. RECOMMENDED ACTION ITEMS

Naming of the John and Margaret Bock Learning Center

The Bock family established an endowment in 2007 with a gift to Cascadia of \$107,000; the first awards were distributed in 2008. Over the last 10 years, Margaret Bock continued to make generous donations to the endowment. Upon her death last year, a portion of her estate was entrusted to the college. Creating the endowment, especially one of such significant size, has and will fund dozens of student scholarships each year for generations to come.

At the October 18th Board meeting, the College officially accepted the 2017 bequest of \$570,000 bringing the value of the Bock endowment to \$885,000. In honor of the Bock's generosity, the college's executive team and the Foundation Board recommended to the Board that Resolution 11-15-17 be approved and signed to formally name Cascadia's learning center (currently located in CC2) as the John & Margaret Bock Learning Center.

Authority to do so is reflected in Board Policy BP8: 4.10 where the Board of Trustees shall take final action on the naming of such facilities areas or events in honor of an individual, family, group, business, corporation etc.

Chair Janet McDaniel asked for a motion to approve Resolution 11-15-17. Trustee Dr. Julie Miller made a motion to approve the resolution and Trustee Nancee Hofmeister seconded the motion. Hearing no objections Resolution 11-15-17 was approved and signed by the Board of Trustees.

Strategic Plan Indicator 5A-1C – Master Plan Update (2nd Read)

Meagan Walker, VP of College Relations and Advancement gave the Board additional updates on the Campus Master Plan activities. The Campus Master Plan will be approved by the Bothell City Council, the University of Washington Regents, and the Cascadia College Board of Trustees.

Below is the schedule to approve the Campus Master Plan:

Bothell City Council

October 3, 2017 - presentation
October 17, 2017 - public hearing
November 14, 2017 - potential adoption

Cascadia Board of Trustees Meetings

October 18, 2017 – action (1st read)
November 15, 2017 – discussion (2nd read)
January 17, 2017 – action (3rd touch) and final adoption

UW Board of Regents

October 12, 2017 - preliminary approval
January 17, 2017 - final adoptions

The Board and Ms. Walker continued their discussion on the master plan and the Board will take action and final adoption of the Campus Master Plan in the January 17, 2018 board meeting.

Ms. Walker also shared a draft 2017 Campus Master Plan – Partnering Commitments report which gave the Board more information on partner activities.

10. REPORTS

Cascadia Student Government Report: CSG President Cassie Rudolph was present and updated the Board on student activities.

Cascadia College Classified Union Washington Public Employees Association (WPEA) Report: Marah Selves was present and updated the Board on WPEA activities. WPEA is presently voting for a new president and board members. Also, the WPEA administrative representative and Cascadia management met and had a positive discussion.

Chair and Individual Board Members Reports: Alan Smith, Assistant Attorney General gave Cascadia's new trustee Roy Captain training on the Open Public Meetings Act (OPMA) prior to the meeting.

President's Report:

President Murray shared a handout with the Board on Cascadia's Learning Center services. The Trustees requested a 10-15 minute tour of the Learning Center at the beginning of their January 17th meeting.

President Murray will send details to the trustees on the date, time and location of the UW Board of Regents meeting for their final adoption of the Campus Master Plan. The Board asked if there would be a public presence at the January 17th Board Meeting where the Board will take final action/adoption on the Campus Master Plan. President Murray said there possibly could be a public presence.

President Murray explained that he will be in Olympia six times over January, February and March to bring Statewide Legislative Requests to the attention of the legislators from Cascadia's districts. Three visits to meet with legislators and three WACTC meetings. He also shared the Washington Community and Technical Colleges 2018 Legislative Agenda with the Trustees to give them information on the Operating and Capital Budget Requests.

President Murray recently met with Senator Guy Palumbo to talk about higher education needs. Senator Palumbo will serve as vice chair on the Higher Education and Workforce Development committee in the Washington State Senate.

11. OTHER BUSINESS/ANNOUNCEMENTS

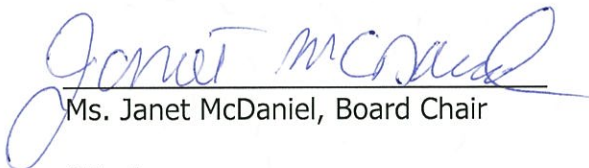
The Board meeting adjourned at 6:00 pm and moved to the 2nd floor Vista for the Cascadia College Foundation Bock Bequest reception that was held from 6:00-7:30 pm.

There will not be a regular Board meeting in December as the Board will hold their Winter Retreat off campus on December 13, 2017 from 4:00-6:00 pm for the President's Performance Review at Dr. July Miller's residence.

ADJOURNMENT

The Chair adjourned the regular meeting at 5:24 p.m.

Minutes Approved and Adopted on January 17, 2018.


Ms. Janet McDaniel, Board Chair

Attest:


Dr. Eric Murray, President

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