

**Minutes
Regular Meeting
Cascadia College Board of Trustees
April 21st, 2021**

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

BOARD OF TRUSTEES

Chair Roy Captain, Vice Chair Mike Kelly, Janet McDaniel, Dr. Meghan Quint and Dr. Colleen Ponto present.

EXECUTIVE STAFF

John Eklof, Dr. Kerry Levett, Marty Logan, Meagan Walker and Dr. Eric Murray present.

Alan Smith (AAG) present.

Lily Allen-Richter (recorder) present.

AREA REPRESENTATIVES

CCCFT Representative – David Shapiro, Senior 2 Tenured Founding Faculty present.

Student Representative – Angela Tang EAB Advocacy Chair present.

WPEA Representative – Marah Selves, Administrative Services Manager absent.

AUDIENCE

Chris Cuneo, David Berner, Becky Riopel, Erik Tingelstad, Erin Blakeney, Kari McGie, Kris Harrell, Kristina Young, Lyn Eisenhour, Michael Horn, Noah Overby and Sara Gomez Taylor

1. CALL TO ORDER

Chair Roy Captain called the meeting to order at 4:16 PM

2. CONSENT AGENDA

Chair Roy Captain asked for approval of the consent agenda Trustee Janet McDaniel made a motion to approve the consent agenda with the outlined formatting changes below. Trustee Vice Chair Mike Kelly seconded the motion. Hearing no objections, the trustees approved the consent agenda.

Lily, to make edits on page 14 March minutes, third bullet and page 10 comments and questions first bullet drops off

3. PUBLIC COMMENTS

No public comments for the agenda.

4. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS:

- none

5. INFORMATION ITEMS

SBCTC Strategic Plan

- The state's community and technical colleges belong to a branch of state government led by the State Board for Community and Technical Colleges. Like the local Board of Trustees, the State Board is appointed by the Governor and has certain realms of established oversight. Those realms include establishing policy and goals for the system.
- The SBCTC has published its next Strategic Plan. The college presidents have been systematically learning about the Strategic Plan so as to understand the individual college's role in the implementation of the plan.
 - Included are three documents:
 - A one page overview of the plan's Goals and Strategies
 - The official public Strategic Plan
 - The internal SBCTC chart of action items associated with each strategy.
- There is an expectation that each local college will embrace the goals and strategies and weave them into local strategic planning. Cascadia has done this well and kept the SBCTC's plan in mind during the entire strategic plan development process.
- Note that equity issues are among the most frequent and highest of priority for the SBCTC.
 - **Strategy 1:** Implement actions, policies and investments that produce equitable outcomes.
 - **Strategy 2:** Implement research-based strategies that are proven to improve completion rates for all students. These strategies include Guided Pathways and Career Launch programs.
 - **Strategy 3:** Enroll more diverse students of all ages and backgrounds in our colleges, increasing their access to higher levels of education, higher salaries and greater financial security.
 - **Strategy 4:** Strengthen advocacy and community partnerships.
 - **Strategy 5:** Improve the college system's long-term financial sustainability and infrastructure.

Comments/Questions:

- No questions or comments.

NWCCU Accreditation Recommendation Updates

- Each of our recommendations we have highlighted below:
 - Recommendation 1: ...(1.B.1; 1.B.2) use an ongoing and systematic evaluation and planning process to inform decision making and resource allocation, toward improving institutional effectiveness and achieving mission fulfillment.
 - Recommendation 2: ...(1.C.5; 1.C.7) engage in an effective system of assessment to evaluate the quality of learning in its programs. These assessment efforts should be used to inform academic and learning support-planning and practices to continuously improve student learning outcomes.
 - Cascadia has strong alignment of our student learning outcomes (Institutional learning outcomes, or ILOs). However, we have not effectively assessed learning at the program level and have the challenge of ubiquitous transfer degrees rather than programs.
 - Recommendation 3: ... (1.D.2; 1.D.3) establish and share widely a set of indicators for student achievement that are disaggregated and compared to regional and national peer institutions in a manner that identifies and removes barriers to academic excellence and success (equity gaps), and promotes student achievement.

5. INFORMATION ITEMS (Continued)

NWCCU Accreditation Recommendation Updates (Continued)

- We developed a Student Achievement Framework (SAF) that includes standard data points disaggregated by student subpopulations. Our transition to a new enterprise records system delayed developing new student achievement dashboards. We are now receiving data and checking for accuracy.

Comments/Questions:

- No questions or comments.

6. DISCUSSION/PRESENTATION ITEMS

Faculty Focus: Networking Infrastructure Program

- Cascadia's Networking Infrastructure Technology Program was approved as an endorsed Career Launch program at the end of Fall 2020. This endorsement from the State Board's Career Launch Endorsement Review (CLER) team qualified Cascadia to become an Amazon Web Services (AWS) Educate associate partner.
- The Cloud Computing Career Launch Program is a partnership between AWS Educate, Washington's technology employers and technology education programs.
- By using cloud skills, we would not only be current, but we would support students who want to gain skills in cloud computing. We want to help students achieve success.
- Foundational, Entry Level and intermediate skills
- We are going to look at other colleges to see how well this degree would work with other institutions.

Comments/Questions:

- Great job, this is really innovative.
- Why should we not do this? Keep going!

Cascadia College Foundation Strategic Plan

- Foundation Director, Mark Collins, and Foundation Chair, Alex Lee, will review the progress the Foundation has made over the past six years in terms of developing systems and ensuring compliance while simultaneously growing the Foundation's scholarships and programs.
- The Foundation is now at a point where it is ready to grow its capacity for fundraising to support the college's strategic plan initiatives but in order to do so, it will need to add an additional employee.
- In addition to the PowerPoint provided, here are some additional highlights:
 - ROI for the College Investment.
 - Every dollar we have put in we received 1.50 with this investment it would increase to 1.75
 - Scholarships increase enrollment. For every \$1,000 we give in scholarships, the college see \$1,400 in tuition.

Foundation Program growth since 2014

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Student Scholarships	51,755	27,200	43,008	64,407	102,722	107,078	127,077
Student Grants	1,241	0	0	0	0	0	28,096
Employee Awards	2,175	2,000	2,299	2,500	6,254	5,887	8,000
College Discretionary	8,604	1,511	3,415	3,566	4,220	4,781	1,144
Grant Transfer to College	100	600	400	733	6,111	0	5,000
Other Program Support	<u>41,752</u>	<u>12,880</u>	<u>33,451</u>	<u>25,713</u>	<u>32,972</u>	<u>46,908</u>	<u>53,835</u>
	\$105,627	\$ 44,191	\$ 82,573	\$ 96,919	\$152,279	\$164,654	\$223,152

6. DISCUSSION/PRESENTATION ITEMS (Continued) Cascadia College Foundation Strategic Plan

Comments/Questions:

- Really great work from Alex and the team. We have come such a long way. Funding is a big issue, but for the kind of benefits we are getting this would be a wonderful opportunity.
- High leverage move to help our students.
- Truly respect the work that you have done, you have achieved so much. Thank you.

Risk Management Matrix

- In 2006, the state asked its agencies to begin assessing their risk management commitment and activities. Over time this became an executive order. While the state does not dictate a specific tool or template, Cascadia did employ a template the previous two academic years.
- This year due to a number of emergent issues, we took a different approach whereby we carried over what the college had ranked as its highest risks in prior years and added the new risks posed by ctcLink, COVID, and the 2020 elections.
- We then plotted the risks in a matrix to illustrate in which of our plans, initiatives, or policies each was being addressed.
- Rather than reviewing the entire PowerPoint, Meagan opened the floor for question:

Comments/Questions:

What are some high level themes you'd like for the Trustees us to know?

- We want to ensure that you all are well informed regarding how we are addressing COVID with our students and employees.
- We are formulating our new task force Working in the New Normal (WINN) that will allow us to address the social, emotional and mental health challenged as well as our physical challenge of transitioning out of the pandemic to back on campus.
- We are still grappling with ctcLink.

Did this involved a review of insurance policies?

- It wasn't tackled this year, but it will be tackled next year.

What community involvement did you have with this plan?

- Faculty, Staff, Trustees to Classified Assemblies and Exempt Assemblies.

Strategic Plan Mission Fulfillment Metrics

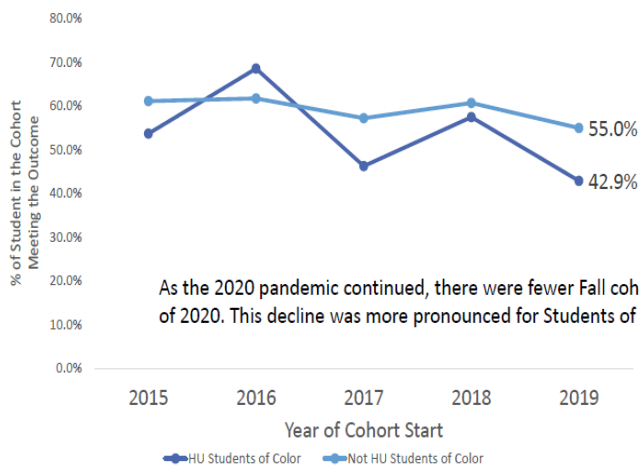
- In addition to the PowerPoint presentation, here are some notable highlights:

- For years prior to the pandemic, Students of Color enrollment had steadily increased, but during the pandemic has dropped.

- Fall cohorts have demonstrated reductions in the equity gap for completions of awards/degrees and transfers.

- Students of Color completions are close to or at par, with nonstudents of color in terms of awards/degrees and transfers.

Fall to Fall Retention/Completion Decline



6. DISCUSSION/PRESENTATION ITEMS (Continued)

Strategic Plan Mission Fulfillment Metrics

Comments/Questions:

- Bravo, great work.
- It is so important to know what others are doing, but important to start doing what others aren't. We are first in many things.
- By the Fall retreat, we will have a complete package for you all.
- Our accrediting agency has pretty much agreed
- How might we create dashboard for each of these 5 branches?

Monthly Finance Report: Fiscal Workshop

- In addition to the PowerPoint presentation, here are some notable highlights:
 - We will be able to continue to use our stimulus funding over the next few years to help with budget gaps.
 - Language for stimulus is anything relate to loss revenue so we could use this for the loss of revenue for the parking garage as an example.

Comments/Questions:

- Looking forward to next month with the firm numbers. Janet and Mike got to take a deep dive. We approved additional spending through reserves last year, but we didn't need to use it, so next month should be an impressive showing of numbers.

7. RECOMMENDED ACTION ITEMS

Lab, Facilities, Technology Replacement Budget (1st Read/Review)

- Kerry shared
- Meagan shared
- Marty shared
- These expenses will be lumped into the final 2021-2022 Budget next BOT meeting.

Comments/Questions:

- For the Phones, more and more of the corporate offices are going with individual cell phones rather than a physical phone, this might be a direction Cascadia should look into.

Strategic Plan

Vice Chair Mike Kelly asked for approval of the Cascadia College's Strategic Plan. Mission Trustee Dr. Meghan Quint made a motion to approve the Cascadia College's Strategic Plan and Trustee Dr. Colleen Ponto second. All in favor, no abstains.

Comments/Questions:

None

8. REPORTS

Cascadia Events & Advocacy Board (EAB): Angela Tang, Advocacy Board Chair was present and doesn't have anything to add to her report.

Cascadia Community College Federation of Teachers (CCCFT): David Shapiro, Tenured Founding Faculty was present and didn't have anything

Cascadia College Classified Union Washington Public Employees Association (WPEA) Report: Marah Selves, Administrative Services Manager was not present, but Kris Harrell filled in and had nothing to add.

8. REPORTS (Continued)

Chair and Individual Board Members Reports:

Nothing to report.

President's Report:

- Spring Parent Campaign Thursday, April 29th Mike will attend with Janet
- LWSD 2nd week of May- Lily send out a poll tomorrow. Connect with Sara
- Next week Cascadia is the host for the State of the City of Bothell address, we will be doing the same thing for Kenmore next week.

9. OTHER BUSINESS/ANNOUNCEMENT

None

10. MEETING ADJOURNMENT

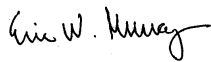
Chair Roy Captain adjourned the regular meeting at 5:50 PM

11. Minutes Approved and Adopted on May 19th, 2021



Roy Captain, Board Chair

Attest:



Dr. Eric Murray, President
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