

**Minutes Regular Meeting
Cascadia College
Board of Trustees
November 17, 2021**

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

BOARD OF TRUSTEES

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

EXECUTIVE STAFF

Chari Davenport, Dr. Kerry Levett, Martin Logan, and Dr. Eric Murray present. Alan Smith (AAG) present.

Donna Sullivan (recorder) present.

GUESTS

Kristin Esterberg, Chancellor, University of Washington, Bothell

AREA REPRESENTATIVES

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

Student Representative – Tamara Wood, EAB Advocacy Chair present.

WPEA Representative – WPEA Representative absent.

AUDIENCE

Erin Blakeney, Lyn Eisenhour, Ketra Embleton Brent Green, Haley Green, Deann Holiday, Michael Horn, Noah Overby, Becky Riopel, Erin Richards, Sara Gómez Taylor, Erik Tingelstad, Bill Sarceno, Dave Shapiro, Kristina Young.

1. EXECUTIVE SESSION

The Board began the meeting in a fifteen (15) minute Executive Session to discuss number **2** below and/or any of the issues listed below:

1. to receive and evaluate complaints against a public officer or employee;
2. **to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;**
3. to discuss with legal counsel litigation or potential litigation to which the college is, or is likely to become, a party, when public knowledge of the discussion would likely result in adverse consequences to the college;
4. to consider, as a quasi-judicial body, a quasi-judicial matter, between named parties;
5. to consider matters governed by the administrative process act, chapter 34.05 RCW; and/or
6. to plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposal made in on-going negotiations or proceedings.

2. CALL TO ORDER

Board Chair Mike Kelly called the meeting to order at 4:16 PM

3. CONSENT AGENDA

The Board Chair asked for approval of the consent agenda.

A misstatement was noted by Alan Smith from the previous meeting's minutes, page 14 of the Board of Trustees meeting materials packet. The word "without" should be changed to "with."

"Alan affirmed that the faculty member would not have been immediately terminated but would have been placed on administrative leave ~~without~~ with pay while the contractually agreed dismissal procedures were carried out."

Trustee Ponto noted that her last name was missing from the attendee list, and the date for adoption should read November 17, 2021.

With these corrections, **Trustee Janet McDaniel moved to approve the consent agenda. Trustee Colleen Ponto seconded the motion. The consent agenda was approved.**

4. PUBLIC COMMENTS

There were no public comments.

5. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS:

Martin Logan introduced the new Director of Finance, Brent Green.

President Murray introduced Chancellor Kristin Esterberg from University of Washington, Bothell.

Key points included:

- Chancellor Esterberg is eager to explore opportunities to innovate and "field test" in a way that larger campuses aren't able.
- Guaranteed placement is something the Chancellor thinks could happen right away.
- She also wants to look at moving English Language Learner programs forward and investigate partnering around international students.

6. INFORMATION ITEMS

Faculty Sabbatical Focus

Board members received a link to a podcast by Midori Sakura, Senior Tenured Faculty in Environmental Earth Science.

Comments/Questions

There were no questions or comments.

Faculty Focus

Kerry Levett presented Erin Richards who discussed the Citizen's Campaign.

Comments/Questions:

- Ms. Richards noted that a citizen's group will be started at Cascadia.

Enrollment Initiatives

President Murray presented Cascadia's enrollment initiatives and the details were discussed. These include:

- Foundation
- UWB
- Equity & Inclusion
- Outreach

President Murray discussed a space in Redmond where Cascadia can set up programs to help some underserved students. This could help increase Running Start student enrollment. It is \$22,000 per year to lease the space with a three-year commitment. This may be provided by a donor, but President Murray recommends this even if the donor does not come through.

Many phone calls are being made to students who have dropped from their programs. Dean Blakeney's team has been doing this. Extraordinary efforts are being undertaken in many categories to increase our enrollment.

7. DISCUSSION/PRESENTATION ITEMS

Academic Program Overview

Five-year enrollment trends and the college's position for fall were presented by Dr. Kerry Levett, Vice President for Student Learning and Success, and Dr. Michael Horn, Director of Institutional Effectiveness.

Key points:

- The proportion of all students who were pursuing an AA degree has declined by twenty-one percentage points.
- The proportion of undecided students has grown seventeen percentage points between Fall 2017 and Fall 2021.
- BAS programs have grown by two percentage points.
- Non-award seeking enrollments have increased by four percentage points.

Comments/Questions:

Trustee Kelly commented that it is exciting to think of the partnership with UWB and how we might capture students who aren't ready yet for UWB. He would like to see an increase in international students attending. President Murray noted that the International Programs team are working tirelessly to develop some new contracts in China and Japan. Chancellor Esterberg also wants to partner on 2+2 programs with Cascadia to help increase their international student numbers. Meagan Walker confirmed that such an agreement is in development.

8. RECOMMENDED ACTION ITEMS

Policy Review

Board members received the necessary policy documents to review.

Comments/Questions:

Trustee Quint asked about the mention of marital status and creed in policy BP3.03.10.

President Murray worked with the AAG and corrected the language across all platforms such that it is consistent with the correct statement for the State of Washington.

Trustee McDaniel moved to approve the final set of policies 3.310 – 7.120. Trustee Quint seconded the motion. Approved unanimously.

Meeting Modality for 2022

The college will remain in hybrid work modality throughout this academic year. By Spring 2022, operations should return to 80-90 percent in-person with Board meetings also being held in person.

Trustee Colleen Ponto moved to continue Board of Trustee meetings via Zoom teleconference through June 2022. Approved unanimously.

9. REPORTS

Cascadia Events & Advocacy Board (EAB): Tamara Wood, Advocacy Board Chair, was present and a written report submitted with no additional comments.

Cascadia Community College Federation of Teachers (CCCFT): Tenured Founding Faculty, David Shapiro was present and added a few comments to his written report:

- A general membership meeting is being held Friday.
- Teachers are deep in the trenches; many are teaching face-to-face and that is wonderful.

Comments/Questions:

Trustee Kelly asked if David could report an improvement in morale. David answered affirmatively, noting that people are feeling good despite the challenges associated with teaching on campus. Students are engaged and enjoying classes. The faculty who returned to teaching on campus are less concerned about being on campus than those who are hesitant to do so. The worries have been assuaged by being back. David noted that Shawna Pitts and the Healthy Campus team have been keeping faculty informed. Trustee Kelly thanked David for his continued leadership.

Cascadia College Classified Union Washington Public Employees Association (WPEA) Report: No WPEA representative was present and there was no report.

Chair and Individual Board Members Reports:

Trustee McDaniel will represent Cascadia tomorrow at the legislative board meeting. She will share back what she learns.

President's Report:

President Murray has narrowed down two candidates. They are both from the Redmond area. They are both qualified, represent unique perspectives and are excited to join. Trustee McDaniel noted that she is willing to have a conversation about what is best for the Board if it is better to adjust the end of her term allowing both new board members to begin at the same time.

10. OTHER BUSINESS/ANNOUNCEMENTS

There were no other announcements.

11. MEETING ADJOURNMENT

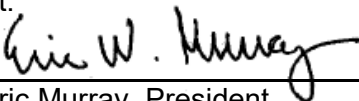
Chair Mike Kelly adjourned the regular meeting at 5:37 PM.

12. Minutes Approved and Adopted on January 19, 2021.



Mike Kelly, Board Chair

Attest:



Dr. Eric Murray, President
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