

**Minutes
Regular Meeting
Cascadia College Board of Trustees
March 15, 2023**

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

BOARD OF TRUSTEES

Dr. Colleen Ponto, Chair; Dr. Meghan Quint, Vice Chair; Mike Kelly, Norman Seabrooks, and Angie Hinojos present.

EXECUTIVE STAFF

Dr. Jashoda Bothra, Chari Davenport, Dr. Kerry Levett, Megan Walker, and Dr. Eric Murray present. Lana Smith (AAG) present via Zoom.

Donna Sullivan (recorder) present via Zoom.

Thais Lima (presentation assistant) present.

AREA REPRESENTATIVES

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

Student Representative – Fernanda Armas Galin, EAB Advocacy Chair present.

WPEA Representative – Shyla Hansen present.

AUDIENCE

Audience members attending in person and via Zoom included Deann Holliday, Ketra Embleton, Chantal Carrancho, Elizabeth Banning, Erin Blakeney, Steve Kroeger.

CALL TO ORDER

Chair Colleen Ponto called the meeting to order at 4:32 PM

1. CONSENT AGENDA

Board Chair Ponto asked for approval of the consent agenda. Trustee Mike Kelly moved to approve. Meghan Quint seconded the motion. All in favor, no abstentions. Motion approved.

2. PUBLIC COMMENTS

There were no public comments.

3. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS

New Employees

- Elizabeth Banning, Institutional Effectiveness Analyst

Promotions

- Nara Tseesuren, Accounting Intern to Fiscal Technician 2 (Non-permanent)
- Joanna Muir, Program Coordinator to Program Specialist 3 – Workforce Education

4. INFORMATION ITEMS

Enrollment Efforts

Vice President for External Relations and Planning, Meagan Walker, presented an overview of Cascadia's efforts to increase enrollment. Key points included

- This is the first year, post-pandemic that the college has been able to engage to this degree.
- It was noted that students who have an advising meeting are far more likely to remain.
- Enrollment is 8% up from year over year in Spring enrollment and this may be due to multiple-quarter registration opportunity that doesn't require early tuition payment. The data will continue to be analyzed for impacts to withdrawals/drops after tuition due date.
- Summer programming will help promote the Redmond Together Center.
- A Guided Pathways presentation will occur at a future meeting about.
- Outreach is working on collaborations with UWB for recruiting.
- A Lumina grant proposal is in development for enriching digital marketing especially for adult population and students of color.
- Faculty contributions to these efforts are being well supported by the college. These include, but are not limited to:
 - Professional/Technical faculty making and maintaining connections in and around community.
 - Erica Almeda from College and Career Foundations is continually creating connections.
 - The STEM partnership to focus on inequities.
 - Jesus Perez is another faculty member who supports Cascadia Scholars, Students of Color Conferences.
 - Faculty members serve as Cascadia's ambassadors, and leadership is always looking for ways to connect them to community.
 - Work is ongoing with Northshore School District, including a plan to take some chemistry professors to middle schools.
 - Riverview and Northshore school districts have expressed desire to utilize Innovation Hall, which would require our faculty members.
 - Vice President for Equity & Inclusion, Chari Davenport, and Director of Outreach and Marketing, Sara Gómez Taylor, are hosting the Student Justice Conference with Northshore School District. Many people have volunteered including faculty.

5. DISCUSSION/PRESENTATION ITEMS

Strategic Focus

Vice President for Student Learning and Success, Dr. Kerry Levett, and Director of Institutional Effectiveness, Dr. Michael Horn, discussed the accreditation process and presented an overview of the Mid-Cycle review report. Key points included:

- This has been a collaborative effort with many contributors. Among them are individuals like Kristina Young and Ketra Embleton, as well as committees for Assessment, and Guided Pathways, and the Institutional Effectiveness Council.
- Expectations for Trustees for the site visit are not yet known to Cascadia or any other college in the system. The accreditation liaison and evaluators will begin requesting discussions once they have reviewed the report. This may be facilitated through the sub-committees: Strategic Planning, Finance and Enrollment. More will become available over the next couple of weeks and Trustees will be contacted as needed.
- Progress has been made in analyzing student success through a disaggregated lens and comparing to peer institutions.
- New Student Success Council and Exempt Assembly have agreed to champion this work around the community.

Finance Focus

Vice President for Administrative Services, Dr. Jashoda Bothra, presented the college's current financial status. In addition to the information provided in the Board packet, key points and discussion included the following:

- \$49.5k for climate solutions has been added to the SBCTC allocation under Mar-23.
- Deficit now tracks at \$2-4 million. There are many factors still in flux. Parallel to that deficit, the team is working on expense reductions, and clarifying what is in savings. These numbers should be clearer in April and May
- Roles and responsibilities in writing a balanced budget that meets the needs of the college and each department are being clarified.
- Trustee Quint affirmed the importance of community participation and making the process as inclusive and transparent as possible.
- The college's expenses are growing by a million every year and because of the pandemic, there is currently a deficit. However, leadership will engage all employees to work together in managing the next three-to-four years.

6. REPORTS

Cascadia Events & Advocacy Board (EAB)

Ms. Fernanda Armas Galin was present to share information about recent student events, issues of concern and upcoming events. President Murray met with Fernanda to discuss finance and safety.

Cascadia Community College Federation of Teachers (CCCFT)

Tenured Founding Faculty, David Shapiro submitted a written report and was present to share information. Discussions are happening around ADT-WA Walkout Day on April 11, but there doesn't seem to be a lot of appetite for a walk-out among Cascadia faculty. Faculty representatives will stay in communication with leadership about this. Any action would not be directed at Cascadia leadership, rather it is directed to Washington State Legislature to increase higher education funding. Erin Richards, Political Science instructor, worked with Eric on talking points and accompanied a group of students to the legislature last week.

Cascadia College Classified Union Washington Public Employees Association (WPEA)

There was no written report submitted. Ms. Hansen had no updates from the union. Classified assembly will meet next week and make decisions about shared governance efforts. President Murray asked Ms. Hansen to keep him informed.

Chair and Individual Board Members Reports:

- Dr. Murray and Trustee Hinojos met with the superintendent from Riverview School District. It was a positive meeting; they are eager to work with Cascadia. They are excited about Redmond Center and are leaning into Running Start. A presentation at an upcoming school board meeting is a possibility.
- Trustee Seabrooks and President Murray had a good meeting with Lake Washington School District. Discussion included the topic of students living in affordable housing, and plans for helping them attend running start.
- Trustee Quint went to the Northshore School District meeting on Monday where she provided updates. Cascadia's presence is known and appreciated at NSD to the extent that it now holds a space on the board's agenda. Vice President Walker asked Trustees to let school boards know that we would be happy to do presentations. A new

superintendent will be selected the next few weeks.

President's Report:

- Cascadia will host a Legislative Town Hall on Sunday, 1:00 – 2:30 pm in Mobius Hall. It is notable that only Cascadia and Lake Washington host these town halls. Parking will be free that day.
- Cascadia College Foundation is doing well. Please help them make connections with other community members and organizations that might help with Foundation priorities. Trustee Quint registered to go to the Foundation's wine tasting event. It was reiterated that when multiple Trustees attend an event, there can be no discussion of college business or it would be a violation of the Open Public Meetings Act.
- Trustees will not attend the ACT conference in Spokane May 14-16. Presentations that come from the other conferences are being forwarded to Trustees.
- Trustee Quint will be out for a few weeks April 4 – April 21.
- The faculty tenure portfolio will be available for Trustees to review April 1. Please let President Murray know if there will be a need for Executive Session at the April meeting. Tenure will be announced at the board's meeting in May.

7. OTHER BUSINESS/ANNOUNCEMENTS

There were no other announcements.

8. MEETING ADJOURNMENT

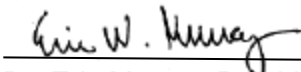
Chair Colleen Ponto adjourned the regular meeting at 5:40 pm.

9. Minutes Approved and Adopted on, April 19, 2023.



Dr. Colleen Ponto, Board Chair

Attest:



Dr. Eric Murray, President

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