CASCADIA COLLEGE
BOARD OF TRUSTEES

Wednesday, November 15, 2023

November 8, 2023

Dear Trustees and Community Members:

I hope you're looking forward to hearing a Year-in-Review from both Student Learning and the new Student Success divisions. This new structure is proving beneficial in assuring that our student support services are front and center.

Great things continue to happen on campus as outlined in the Friday Letters this month. And, we accept and problem-solve every week the issues that are challenges. This is the way.

See you soon. This month's activities and VP reports are listed below.

Eric

Campus
- Foundation-related meetings (x3)
- Navigators, now the College Advisory Council
- Cooking Class with Student Life
- Day of Inquiry & Assembly: Trauma-Responsive Educational Practice
- Meetings with Classified Assembly (x2)

Community / State
- Leadership Eastside (x3)
- Bothell Kenmore Chamber of Commerce (x2)
- Kyle Stannert, Bothell City Manager
- Lynne Varner, CEO Washington STEM
- Kack Kahn, President Shoreline Community College
- City of Redmond: State of the College Address
- City of Duval: State of the College Address
- City of Kirkland: State of the College Address
- Northshore School District: State of the College Address
- Riverview School District: State of the College Address

UWB
- UWB Meetings (x1)

From the Vice President for Administrative Services, Dr. Jashoda Bothra:

FINANCE

- Now that we have three new team members on board, the finance team is leveraging all available training and live experts across the system to re-establish business continuity practices. To support stakeholders, the team is hosting weekly office hours resulting in fewer escalations and missed deadlines.
- The finance team successfully completed the collection of annual vendor contracts to meet the Department of Enterprise Services' (DES) reporting requirements. In total, we submitted 100 contracts representing 64 vendors.

INFORMATION SERVICES

- Information Services continued the rollout of MFA for all employee accounts this past month, adding Faculty to the list of employees who now have MFA enabled on an extensive list of applications managed locally, by Cascadia's team. The last group that needs this important security feature enabled are part-time and student employees who will all have this enabled by the end of November.
- To protect the campus from continued impersonation or phishing attempts, the I.S. team enabled stricter spam and phishing filters. Specifically, these filters added an additional layer of security to protect Deans, Directors, Executive Team members and Board of Trustees members from being impersonated. While Information Services is closely monitoring the impacts, employees are also getting daily notices of emails that were filtered out of their inboxes due to the additional security. These notices also allow employees to release the messages themselves.
- In the month of October, I.S. received 595 requests for support and resolved 622 (catching up a bit from September). The primary student request was to borrow equipment (46 new requests in October). Additionally, the I.S. team took part in and completed work on two projects related to new products to support students on campus – Pantrysoft (the new software to support the Kodiak Cave) and Handshake (the new job search platform for students).

From the Vice President for Equity & Inclusion, Chari Davenport:

From the Office of Equity & Inclusion – Chari Davenport Vice President

Office of Equity & Inclusion – There have been many conversations this week about what is happening in our world with the conflict in Gaza and Israel and how it impacts those in our campus community. The Office of Equity & Inclusion is working with faculty, staff, and students to offer a safe space for conversation and listening. We are working to create Affinity groups and listening sessions – both face to face and virtual. We will reach out to our campus community with these efforts as soon as we can.

Diversity & Equity Student Ambassadors – We have three new student ambassadors who will help us promote the Diversity & Equity Center. These students will:
- Greet all who enter the Diversity & Equity Center
- Help to promote the Center via social media
- Help to create and distribute the E&I Newsletter
- Staff the greeter tables at all campus events and student of color conferences
- Support the Center with overall promotion for our students

We are very excited to have these students join our team!

We invite all to join us in the Diversity & Equity Center, we will watch the documentary "Inhabitants: Indigenous Perspectives on Restoring Our World" (11/14 at 1 p.m.) and embark on an art walk of the Rose Collection of Native American Art guided by Professor Brown (11/28 at 1 p.m.) Also, Cascadia's Sustainability Club will stream the documentary "Return of the River" (11/20 at 3:30 p.m. in CC3-103).

Cascadia Scholars – We are excited to report that we had 52 new Cascadia Scholars for a total of 81 students in this wonderful program. We also welcomed five new Scholars Mentors. All students have now received their acceptance letters and scholarship disbursements will occur this week. The Cascadia Scholars orientation is on November 14. A social hour will follow the orientation where students will have an opportunity to connect with fellow scholars and their mentors.

From the Vice President for External Relations & Planning, Meagan Walker:

MARKETING & COMMUNICATIONS

Communication
Working with UW Bothell, Mithun, Lease-Crutcher Lewis to prepare a media release for the invite-only grand opening for Innovation Hall. Release will be sent to media, with a media kit, the second week of November. We also worked with STEM-centered faculty/staff to do a small photo shoot for the accompanying Innovation Hall media kit.

Outreach (moving to Enrollment Services November 2023)
Outreach has been in a flexible space for the past two months as the area is moving to Enrollment Services mid-November, and still managed to connect with 443 prospective students via 11 events, 100 email inquiries, and campus tours.

Marketing/Web
We've been in the throes of website redesign, level 3 content/copy, while also maintaining updates for the current website. We will be using November to meet with several of our last areas that need structure/content buildings: International Programs and College and Career Foundations.

FACILITIES & CAPITAL PROJECTS

Facilities
Facilities is working on a few small office projects: The E&I Center is having a Director's office built within the Center; The Welcome Desk is being renovated to included "walls" with windows to create a space that will provide better protection from weather elements so close to the entry doors; Associate Faculty bullpen in CC3 that is under-utilized is being reconfigured for shared office space for Facilities.

Capital Projects
INNOVATION HALL - Installation of furniture began this month as the final details of the building are coming together. Preparations for the Grand Opening in November are underway.

CC5 Gateway Building– The architects met with stakeholder groups at our October DIA to review the "final" design documents and gather any final comments. The CC5 team have also been reviewing the design documents and providing feedback/comments before the team moves to construction documents.

INTERNATIONAL PROGRAMS

Marketing and Recruitment
3 IP staff members returned from the recruitment trips in October. In 11 countries, we met with thousands of prospective students, school and agent partners, and were also briefed on the latest consular updates on student visas. Cascadia was featured in a video created by Education USA in Pakistan.

International Advising, Support, and Study Abroad
We took a group of 35 students to Leavenworth on Friday, October 20th. This was the first time for us to take them to Leavenworth since the pandemic and students enjoyed seeing the fall colors and exploring German-themed town. Study abroad advising has been very active in October, and 3 students are planning to study in Australia and New Zealand in Winter 2024 and 3 students in Berlin in Spring 2024.

From the Vice President for Student Success Services, Erin Blakeney:

Activities & Recreation Center (ARC)
- During the month of October, the ARC Fitness Center had 552 total Cascadia student check-ins and 148 unique check-ins.
- Outdoor Wellness hosted three off campus trips (Bailey Farm Tour, Larches & Leavenworth, and Bob's Corn Maze & Bonfire) and all the trips were full and had waitlists.
- There were 12 events held in the ARC Overlook in October and supported by our amazing Tech & Ops Team, five of whom are Cascadia Students.
- The largest student event held in the Overlook was Spooktacular, hosted by SEA. They had 541 total students attend and 136 of those students were Cascadia Students.

Enrollment Services
- Enrollment Services will begin overseeing the outreach & recruitment program.
- Bryan Martinez Escobar was elected President Elect of the Admissions & Registration Council as part of the community and technical college system. He will serve as President during the 2024-25 academic year.

Student Accessibility Services
- Bryan Fauth was elected President of the Disability Student Services Council as part of the community and technical college system.

Student Advising & Support Services
- During the month of October, Transfer Advisors had 521 advising meetings with students helping students finalize their schedules for Fall Quarter and meeting with first quarter students helping them develop education and transfer plans for their College 101 assignment.
- As we approach Veterans Day on November 11, it is important to acknowledge the 26 enrolled veterans and their dependents currently benefiting from VA support while attending Cascadia. These veterans are pursuing a variety of academic paths, including transfer, professional-technical, and Bachelor of Applied Science degrees. Depending on their eligibility, the VA may cover expenses such as tuition, books, and transportation, and many are also eligible for a housing allowance based on their credit enrollment. Aileen Ibershof fulfills the crucial role of School Certifying Officer, acting as a liaison with VA and reporting student enrollment and eligibility. Veterans are also served by one Academic Advisor. This position is currently vacant and is being filled on an interim basis by Gordon Dutrisac.
- Gordon Dutrisac was elected President of the Advising and Counseling Council as part of the community and technical college system.

Student Financial Services
- Jackson High School invited Cascadia Financial Aid and UWB to co-present at their Beyond Family Night. We successfully shared the presentation with students and their families in two, thirty-minute sessions. It was a great success and promoted Cascadia and our partnership with UWB.
- Deann Holliday was elected as the President of the Financial Aid Council as part of the community and technical college system.

Student Life
- The Kodiak Cave Food Resource Center continues to be busy, with shopping trips from the first 5 weeks of Fall quarter already totaling 40% of the entire 2023 Spring Quarter
- The Cascadia Hazing Prevention Committee is preparing to meet for the first time to review anti-hazing education and initiatives on campus
- We currently have 20 recognized student clubs; our highest number in 4 years

From the Foundation Executive Director, Brittany Caldwell:

2022-23 ANNUAL REPORT:

Our Annual Report has arrived!

Thanks to the tremendous support of our community, the Foundation provided $405,354 in support for campus programs and direct financial assistance to our students.

Some of our top funded programs included:
- Scholarships
- Bookstore Vouchers
- Emergency Support Grants
- Bus/Parking Passes
- GED Testing
- Cascadia College Program Support (Cascadia College Redmond, Innovation Hall, Students of Color Conferences, and International Programs)

Learn more about Foundation programs, staff, Board of Directors, incredible students, passionate donors, and financials in this year's report.

View the Annual Report Here

SAVE THE DATE!
PAY IT FORWARD ANNUAL FUNDRAISING EVENT:

Everyone is invited!

The Foundation is excited to launch our annual fundraising event! Please join us to connect with the community, hear campus updates from Cascadia College President Dr. Eric Murray, enjoy inspiring student stories, celebrate Cascadia's incredible programs, and join together to support access to education for all. Details & registration coming soon.

Wednesday, February 28, 2024
4:00 – 5:30 PM
Cascadia College, Mobius Hall

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Board of Trustees Meeting Agenda

Dr. Meghan Quint, Chair
Ms. Angie Hinojos, Vice Chair
Mr. Alex Lee
Dr. Colleen Ponto
Mr. Norm Seabrooks

Regular Meeting
Wednesday, November 15, 2023
4:00 p.m.

Cascadia College
18345 Campus Way N.E.
Bothell, WA 98011
CC2-260
or via Zoom

Cascadia College Board of Trustees
Cascadia College
18345 Campus Way N.E.
Bothell, WA 98011

Wednesday, November 15, 2023
4:00 p.m.

AGENDA

1. **EXECUTIVE SESSION (4:00pm)**
   The Board will meet in a 15-minute Executive Session to discuss 1 or more of the issues highlighted 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 (4:15pm)**

3. **CONSENT AGENDA**

   - Meeting Agenda

   - Minutes from last meeting – October 18, 2023

4. **PUBLIC COMMENTS**
   Anyone wishing to speak to the items on this meeting agenda will be recognized when the item is being discussed. If you wish to speak to the Board, please sign your name on the sign-up sheet. Three minutes per person is allocated for this purpose.

5. **NEW EMPLOYEES/PROMOTIONS**

   Introduction of New Employees/Promotions

6. **INFORMATION ITEMS**

1. Mission Fulfillment Moment (KL)

7. DISCUSSION & PRESENTATION ITEMS

1. Year-in-Review: Student Learning (KL)

2. Year-in-Review: Student Success (EB)

8. RECOMMENDED ACTION ITEMS

1. Board Policies (EM)

2. BS Computer Science (KL)

9. OTHER REPORTS

1. Cascadia Events & Advocacy Board (EAB)

2. Cascadia Community College Federation of Teachers (CCCFT)

3. Cascadia Classified Union Washington Public Employees Association (WPEA)

4. Board Chair and Individual Board Members

5. President

10. OTHER BUSINESS OR ANNOUNCEMENTS

11. NEXT MEETING

Next regularly scheduled Board meeting is on-campus at 3:00pm, Wednesday, December 4, 2023. It is an executive session.

The facilities for this meeting are free of mobility barriers. Interpreters for hearing-impaired individuals and taped information for visually impaired individuals will be provided upon request when adequate notice is given.

Minutes Regular Meeting
Cascadia College Board of Trustees
October 18, 2023

Cascadia College
19345 Campus Way NE
Bothell, WA 98011

BOARD OF TRUSTEES
Present: Dr. Meghan Quint, Chair; Angie Hinojos, Vice Chair, Dr. Colleen Ponto, Alex Lee; Angie Hinojos; Norman Seabrooks (remote)

EXECUTIVE STAFF
Dr. Jashoda Bothra, Chari Davenport, Dr. Kerry Levett, Meagan Walker, Erin Blakeney, Dr. Eric Murray, Ellen Evans (AAG)

Susan Thomas (recorder) present.
Thais Lima (presentation assistant) present.

AREA REPRESENTATIVES
CCCFT Representative – David Shapiro, Senior 2 Tenured Founding Faculty present.
Student Representative – Miyauki Sandoval, EAB Advocacy Chair present
WPEA Representatives – Ryan Higgins was absent

AUDIENCE
Audience members attending in person and via Zoom included:
Becky Riopel, Shawna Pitts, Sara Gomez-Taylor, Brittany Caldwell, Kelly Snyder, Raldy Mariano, Kelly Leahy, Chantal Carrancho, Mark Collins, Michael Horn, Gordon Dutrisac, Teya Viola, Shannon Bath, Ana Nina, Ginny Jackson, Jason Rue, Amy Yi, Yukari Zednick, Kristina Young, Larissa, Tikhonova, Ifrah Mohamed, Aileen Ibershof, and Linda Richard

1. CALL TO ORDER

Chair Meghan Quint called the meeting to order at 4:00 PM

2. CONSENT AGENDA

Chair Meghan Quint asked for approval of the consent agenda.

MOTION: Trustee, Angie Hinojos made a motion to approve. Trustee Alex Lee seconded the motion.

APPROVED. Unanimously. No Abstentions.

3. PUBLIC COMMENTS

No public comments, and nothing in the remote chats

4. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS

- **Introduction of New Employees/Promotions**
  - Kerry Levett introduced Shannon Bath, our new Senior Operations Manager for Student Learning. Shannon comes to us with a background at SBCTC with extensive knowledge of ctclink. She also served at Edmonds College managing multiple divisions, as well as teaching. Prior to her career in education, she spent many years as an accountant.
  - Chari introduced Ana Nina, the new Director of Equity and Inclusion Programs. She is from Rio de Janeiro, Brazil, but has made Seattle her home. Her background is Law studies, and holds a PhD from Pontifical Catholic University, as well as an LLM from Harvard law School. We are thrilled to have her join us.
  - Jashoda introduced Ginny Jackson, our new Director of Finance. She has worked as an accountant in multiple capacities, from manager to controller/Director. Ginny has also spent many years at nonprofits throughout Washington. Both of her children attended Cascadia and UW Bothell.

  The following employees have been promoted since the last Board meeting. Their transitions are below:

  - Kaiya-Mae Agag – Part-time hourly to Fiscal Technician 2
  - Amy Yi – Program Coordinator to International Student Advisor

5. INFORMATION ITEMS

- **Mission Fulfillment Moment: 2023-2024 Strategic Plan**
  Cascadia created a new strategic planning process that allows us to articulate meaningful strategic objectives, initiatives, and report on results. Cascadia has adopted an annual strategic plan (a working plan) that overviews work and outcomes. The Assessment Committee has successfully created a student learning assessment process that is yielding results. Action items from the Strategic Plan that have been successfully initiated and are being sustained are categorized as "Operational". Those are listed in the attached chart. As well, continuing and new initiatives are also listed for 2023-24.

  No questions

6. DISCUSSION/PRESENTATION ITEMS

- **Strategic Story (KL)**
  Cascadia's strategic plan represents actions we take as we collectively see mission fulfillment. This month we are focusing on a strategic initiative: Advising – shifting to a Caseload Advising Model (CAM). This overview sets the framework for this strategic story. Gordon Dutrisac presented the PowerPoint:
  - The mission: find a way to build stronger connections/relationships with students, provide professional staff advising, Kodiak corner advising, as well as international programs, and in CCF. Work together to be consistent and make progress with each student.
  - The old model for most departments were drop-in, however we couldn't track appointments, and we could not flag students who needed additional help, or

were not doing well.

- New software, EAB Navigate, is a student success platform: it's easy to assign students to an advisor, track student progress and to manage communications between students and advisors. I provide data and dashboards to track student progress and identify students at risk of falling behind.
- Fall 2023 students were assigned to advisors; currently 285 per advisor. We developed communication plan to look at milestones during winter quarter. Those not reaching their success milestones will be reached out to. Students are responding well; they know they have someone in their corner that will fight for them.
- Progress reports 3 times per quarter for common issues with early intervention they can identify what students are missing as far as tools or resources.
  KW: this is best practice; most students who met w/advising do register for the next quarter. Access to new data is critical to supporting student success
- More detail on these programs is available in the slideshow provided with the packet.

Questions:
- Trustee Hinojos: Do students receive any information to identify progress/milestones: KW: Yes, through advisors.
- Trustee Seabrooks: Instead of sending emails to groups (impersonal), is there another way to explain how program works? KW: Yes, it's built in with Navigate. It tracks meetings with academic advisors and lets students know what they need.

- **External Relations & Physical Planning Division Annual Update (MW) Greatest Hits Show & Tell**

  - **Shawna Pitts** presented slides of designs for the development for Cascadia's Gateway Building, CC5. All student success services will be under one roof. It will provide a physical way to provide Guided Pathways. Funding for this project comes from all over; state and local.

  - **Sara Gomez-Taylor** presented slides of a sneak peek of some of the pages of our new website redesign, due in Spring of 2024. Our current website is from fall of 2012, and updates have been band aids on the existing framework. In May we started developing the new, modern and functional design; it's still in development but heading in the right direction with functionality. Another benefit to the new site is it will provide more access to analytics, which help us know who's accessing what.
    .
  - **Yukari Zednick** presented the International Programs snapshot. International FTE is 160 this fall. The map showcasing where students come from showed they are primarily from Asia, with some from Africa, Latin America and Europe. We are currently recruiting in 13 countries. We also have some current students who are studying abroad. There is a newly updated E-brochure we are using as a recruiting tool: check out the URL to view the digital brochure

  - More detail on these programs is available in the slideshows provided with the packet

Questions:
- Trustee Hinojos – when students come from abroad do they get help finding place to live? Yes, they usually start with a homestay, initially. Then transition to housing with friends/peers.
- Eric – website: when will this be done? Hopefully January 2024
- Trustee Quint – commented that she is confident the new website will be done well.
- Trustee Lee – What has led to success in recruiting international students in Turkmenistan? YZ: We have a good agent partner in Seattle, who works closely with us. The agent really appreciates the close communities and ties to one another we have at Cascadia.

- **Foundation Annual Update (BC)**
  Brittany Caldwell and Kelly Snyder present the activities and accomplishments for the last year, and what is to come in 23-24,
  - **Kelly Snyder**, Chair of Foundation Board
    - The board is growing, and we are on a mission to continue to grow the board. Staff, Brittany, Mark and Eric are strong advocates.
    - In addition to providing scholarships, the Foundation is providing support for grants, bookstore vouchers, emergency grants, outreach and engagement, international programs, and other college support including Redmond Together Center, Students of Color Conference, and Innovation Hall.

  - **Brittany Caldwell**, Executive Director.
    - We are most well-known for scholarships, but we are involved in many other areas. Reviewed Adequate consideration Report and Financials.
    - There are two scholarship cycles; one in the fall and the other in Spring. By this last scholarship deadline, we had the largest number of students ever to apply for scholarships.
    - A new fundraising priority this year: Cascadia scholars. We are aiming to Increase our support for them.
    - Cascadia Team Giving – We express our gratitude to those who are giving regularly. Every little bit counts; we are very appreciative.
    - Rose Revival this summer was such a success, we are doing it again on 5/16/24.
    - New programs: Community Connections, engagement, recently Meet the Candidates. Also starting The President's Advisory Council which will meet three times per year. Our goal is to connect local government connections and businesses with Cascadia
    - Outward communication: Foundation News first email update going out in a few days.
    - The Annual Report is completed and just out.
    - A new Fundraising event on campus Feb 28th,2024. This will bring our community in and celebrate our programs.

    Questions:
- Trustee Hinojos: It is great to see the energy of the foundation looking forward, I really appreciated the report.
- Trustee Lee commended everyone involved in the Foundation, navigating interesting times. This is a wonderful demonstration, that the way we support the students, does not necessarily show up right away, but over time that

collaboration and coordination is extraordinary. Kudos to all involved in getting the foundation is where it is now.

- **Fall Quarter Enrollment Update (KL)**
Appreciation for Michael and Elizabeth for all the work they do. The Tenth day enrollment provides a snapshot of our current position compared to previous years and provides the foundation for understanding our enrollment pattern for the academic and fiscal year.
  - Overall enrollment up 10.4% since last fall
  - Running start is up 16.2%
  - International up 30.2%
  - CCF up 28.6%
  - Top Feeder Districts, Fall 2023 – Northshore is primary feeder, but another 46 schools from around the sound area feed into Cascadia, as well.

  Questions:
  - Trustee Ponto: What's in "other" category as far as numbers? KL: Other districts that have smaller numbers of students
  - Trustee Hinojos: Is there a correlation between running start students and coming to Cascadia? KL: No, they usually finish; they are high completers and have a high transfer rate, usually to UW Bothell.
  - Trustee Lee: Is there collaboration with high school counselors/advisors? Yes, we collaborate with all the local high schools and districts.
  - Anything come from NSSD collaborating by using Cascadia labs? KL: This relationsup still in progress.

- **Monthly Financial Report: FY23-24 October Update**
Jashoda Bothra presents the key financial outcomes for the last fiscal year i.e. FY22-23.

  - 10th day numbers out last week – because of the great team working on this, we have this data.
  - Hiring has been accelerated
  - Preliminary results: we stayed within the budget.
  - Review of FY23-24 Approved Budget. Our team has gotten better at pulling data from ctclink.
  - Tuition revenue actuals & projections: 12.4M overall revenue projection
  - Looking ahead FY 23-24 budget forecast – operating budget revenue of 28.3M, projected expenses 26.9M

7. RECOMMENDED ACTION ITEMS

- **Incremental Staffing Plan**
Last month, the recent history of our financial and enrollment stability was presented. As well, a proposal to increase staff across Fall 2023, Winter 2024, and Spring 2024 was proposed.
  - We have hired 22 staff members. Staff attrition and retention are ongoing

issues.
- o Each division faces struggles with ctclink and overburdened individuals who struggle to get their work done.
- o Requesting authorization to hire 8 staff members to help with work load issues. Some will be from new promotions.
- o Our tuition shows us that we will more than cover the cost of new staff.

Trustee Lee: What are the competing issues; what's our lost opportunity by investing in this? If we spend 500k elsewhere, can we increase enrollment, etc.? EM: If we don't have the staff then you fail in those initiatives. Take Redmond: we need someone on site. We don't have the staff to support those initiatives. The burnout and attrition will cause us to fall apart; we can't lose any more key people. We need to make an investment in the infrastructure.

> Motion to approve: Trustee Hinojos
> Seconded: Trustee Lee
> APPROVED: Unanimous. No abstentions

8. OTHER REPORTS

- **Cascadia Events & Advocacy Board (EAB)**
  Student representative Miyuki Sandoval shared information on upcoming events the EAP is sponsoring and planning.

  - The always popular ice cream social on the first day of school was a big success.
  - Fall Involvement Fair was an excellent way to bring together students and ensure they are equipped with the resources and clubs they need to be successful. There were 352 students at the fair.
  - Advocacy; voter registration; we put up signs, whiteboards and provided pamphlets to get interest.
  - Getting confirmation in positions. Busy calendar with future events.
  - Create a culture on campus of feeling welcome and promote getting involved.

- **Cascadia Community College Federation of Teachers**
  David Shapiro had nothing to report.

- **Cascadia Classified Union Washington Public Employees Association**
  Ryan was not present or online

- **Board Chair and Individual Board Members**
  Trustee Hinojos: It's great to see Cascadia out and about; I saw Meagan at a recent event. I was also able to go to Redmond Center; what a great space. I'm really excited about that space.
  Trustee Seabrooks: hoping to attend next month's meeting in person; he had a better health report this month. It's interesting to have conversation about students and what they are trying to do. Capturing humanity around the data, adds color to the value of Cascadia

- **President**

    Board Policy review homework is due by 11/1.

    Dr. Murray is delivering State of the College addresses to local City Councils and School Districts. Did the first last night in Bothell; they were appreciative of us. He'll have nine nights out in the next 6 weeks.

    One of the American Psychology Association yearly awards was given to one of our professors: Garth Neufeld. This is a great story to share about the quality of our faculty. You can get more information from his website www.sharedspaceforall.com. He'll give a shout-out in the Friday letter.

9. OTHER BUSINESS/ANNOUNCEMENTS

No other announcements.

10. MEETING ADJOURNMENT

Chair Quint adjourned the regular meeting at 5:49 pm.

11. Minutes Approved and Adopted on, November 15, 2023.

_____

Dr. Meghan Quint, Board Chair

Attest:

_____

Dr. Eric Murray, President

Bdminutes10.18.23

Subject: New Employees and/or Promotions

Background:
The Board has requested to meet all new employees to campus and become aware of those who have received promotions.

Ellie Adam, Customer Service Specialist 3 (Kodiak Corner)
Ellie Adam – after earning her degree in public administration, had the chance to work with students by teaching them. She, who enjoys the Northwest climate, moved to Seattle, Washington, in 2000. She has consistently found time to be active in communities and non-profit organizations that cared for people throughout her journey. She enjoys finding creative solutions to problems, and she excels at embracing new environments and technologies. She places a high value on connecting with customers, students, and communities. She enjoys yoga, meditation, and reading.

Sara Trejo, Customer Service Specialist 3 (Kodiak Corner)
Sara Trejo is Southern California born and raised. Has lived in Portland, Oregon for several years, but made the decision to head even further north in February of this year, where she found her current home in Washington. Over the last several years, Sara has worked as a customer service supervisor in Oregon, worked in sales, and spent much of her time in childcare for her niece and nephew. She obtained an AA over the summer with honors, and plans to pursue a degree in psychology to continue a career in the field of education. In Sara's spare time, you will likely find her writing, working on her photography, going to concerts, or being outdoors!

Curtis Anderson, Academic Advisor/Running Start Specialist
Curtis Anderson is a double graduate of Eastern Washington University, having earned his Bachelor of Arts in Criminal Justice & Sociology in 2021 and his Master of Social Work in 2023. Before joining Cascadia, Curtis managed the Passport to College Program at Eastern Washington University.
This program is part of the Passport Network, a statewide collaboration aimed at enhancing higher education outcomes for students from Foster Care and Unaccompanied Homeless Youth. Curtis plays a significant role on the Passport Leadership Team as the Lived Experience Advisor.
At Cascadia, Curtis undertakes general advising responsibilities and oversees the management of the Running Start Program. He also aspires to establish a support network for the Passport program at Cascadia.
When not working Curtis enjoys playing video games on his PlayStation, Twitch and on PC.

Beau Montano, Academic Advisor/Guided Pathways Specialist
Beau Montano holds a Bachelor of Arts in English with a Creative Writing Emphasis from Texas State University and has previously attended Amarillo Community College. In his role, Beau will offer comprehensive academic guidance to students enrolled in transfer degree programs, while also contributing to Cascadia's ongoing implementation of Guided Pathways.
Before joining Cascadia, Beau served as a Master Advising Specialist at Austin Community College – Cypress Creek Campus in Cedar Park, Texas. He holds a Bachelor of Arts in English

with a Creative Writing Emphasis from Texas State University and has previously attended Amarillo Community College.

As a new transplant to Washington state, Beau is always looking for new and exciting adventures around the city, though he has a particular affinity for games and exercising

Breanna Evetts, Administrative Assistant 3

Please join us in welcoming Breanna Evetts to our hallway!

Breanna comes to us with several years of customer support and administrative management experience, and we are super excited she is joining our team. Breanna will be sitting at the front desk in the CC1-154 office space.

Breanna is a true enthusiast of *The Walking Dead* and is currently hooked on *SWAT*. She is also a self-proclaimed "wanderlust at heart, yearning to revisit Cancun, Mexico. My life revolves around treasured moments with family and friends and, of course, the art of a good nap."

Cascadia College Board of Trustees
Information Item 1

Subject: Mission Fulfillment Moment: 2023-2024 Effectiveness Calendar

Justification:

The Trustees are to be kept informed of progress with the strategic plan.

Background:

The Effectiveness Framework positions us for success with our year-7 NWCCU accreditation review.

In response to NWCCU's standard 1, we created a new strategic planning process that allows us to articulate meaningful strategic objectives, initiatives, and report on results. Last year we established the Student Success Council to provide oversight and guidance to our Institutional Effectiveness work.

Discussion:

To effectively demonstrate operational progress in our strategic work, our responsiveness to our outstanding recommendations, and preparation for completing the current cycle in 2027, we have established two related working calendars.

- The Institutional Effectiveness Accreditation Cycle demonstrates our global working "map" through our 2026-2027 reviews.
- The Student Success Council Working Calendar outlines operational work needed to meet the gates in the Accreditation Cycle calendar.

Dr. Kerry Levett and Dr. Michael Horn will be available to answer questions.

Related Documents:
- Information Item 1a: 2023-2027Institutional Effectiveness Accreditation Cycle
- Information Item 1b: 2023-2024 Student Success Council Working Calendar

Institutional Effectiveness: Accreditation Cycle Timeline

2023-24
Fall

    SSC: Kick-off meeting: Accreditation recommendations and Years 6 & 7 reports

    Introduction, discussion: Cascadia Institutional Effectiveness Model

Winter

    SSC: Reach out to plan owners to support Action Plan (use of data to make improvements)

    SSC: Introduction and start of Strategic Planning process

    Assessment committee: faculty reflections and refine the Teaching and Learning Framework

    Begin to review Action Plans (identify strengths, challenges, improvement)

Spring

    SSC: Review processes for student learning, program outcomes, and NNWCCU standards

    Review Action Plans and reach out to support plan owners as needed.

    Complete recommendations to the E-Team

2024-25
Fall

    SSC: Review and follow up on action plan data and strategic planning process

    Review learning opportunities for alignment with standards and data

    Provide support to plan owners as needed.

    Policies, Regulations, and Financial report (PRF): Identify contributors, begin draft.

Winter

    SSC: Review action plan data and strategic plan data

    PRF Report: contributors edit their sections

Spring

    SSC: E-Team recommendations

    PRF Report: contributors make final edits

2025-26
Fall

    PRF Report submitted

Winter

    SSC: Review action plan data. Review data for strategic planning

    Year-7 Visit: clarify budget, establish plans, partners/stakeholders, and schedule

Spring

    PRF Review by NWCCU (Spring 2026)

2026-27
Fall

Year-7 final arrangements for examiners' visit

Year-7 Report: Finalize (college-wide final review)

Winter

Year-7 Report: (Note: Dates will be determined in Fall of 2026 and are dependent on when the final draft is due to NWCCU)

- Student Success Council Review
- Eteam Review
- Board of Trustees Review
- Submit for NWCCU Review

Spring

Year-7 Visit: Evaluation of Institutional Effectiveness (Spring 2027)

Success Council Schedule 2023-24 (working)

The Success Council oversees the Cascadia Institutional Effectiveness Model (IEM). The Model creates a line of sight from student learning, program assessment, and planning to institutional effectiveness. The Model is

    A. Teaching and Learning Framework (TLF)
    B. Program Effectiveness Framework (PEF)
    C. Strategic Planning
    D. Mission Scorecard

Fall 1 – Nov 22
- Kick-off meeting. Charter review
- Council's objectives for 2023-24 and actions to be taken by SSC
- The Institutional Effectiveness Model
- Strategic Planning: review goals and initiatives; metrics; planning process

Fall 2 – Dec 8
- Overview of issues related to funding (GP, E&I funding for next fiscal year)
- Strategic Planning: review Action Plans[1]
- Review teaching and learning and program effectiveness frameworks

Winter – Jan 8
- Strategic Planning: Review Action Plans and reach out to plan owners
- Student learning: review assessment and data structure
- Winter recommendations
- Engage with Budget Proposal Council and budget process

Winter – Feb 19
- Strategic Planning: Review strategic plan, recommendations for next year
- Evidence of student 'onboarding' pathways
- Evidence of using assessment to improve learning
- Review student achievement disaggregated data to identify achievement gaps
- Draft E-Team Recommendations[2]

Spring – Dates TBD
- Finalize 2024-2025 strategic plan
- Finalize strategic budget
- Create summary evidence for 2023-2024 strategic initiatives

Cascadia College Board of Trustees
Discussion Item 1

Subject: Student Learning Division Annual Update

Justification:

To provide the Trustees with a high-level overview of the key accomplishments in each department over the past year and a brief look into some of the goals for this academic year.

Background:

The Student Learning Year in Review report (slide deck) demonstrates the scope and commitment to meeting our mission. The Student Learning Leadership Team will be available to provide select supplemental information and to answer questions: Dr. Kerry Levett (VPSL), Dr. Erik Tingelstad (Student Learning Dean), Kristina Young (Student Learning Dean), Dr. Michael Horn (Director of Institutional Effectiveness, Teya Viola (Student Learning Director of Operations).
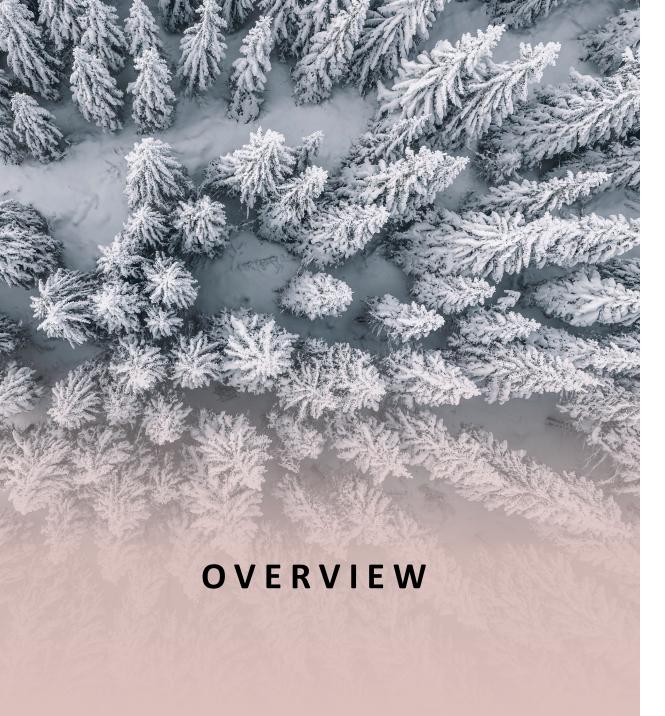
Supporting Documents
- DISC 2a: Student Learning Year in Review slide deck

STUDENT LEARNING:
A YEAR IN REVIEW (2022-2023)

Cascadia College Board of Trustees

November 2023

OVERVIEW

WE ARE A PATHWAYS COLLEGE

- We have our pathways in ctclink and students are signing up,
- We implemented most HIPs such as mentoring for marginalized students and purposeful advising moments,
- We capture much of this in our strategic plan that we incorporate into BOT meetings,
- Our work is linked to our governance system (Student Success Council and E&I Council, and Student Learning Council).

GUIDED PATHWAYS HIGHLIGHTS

Learning

We revised our COL101 to include a more robust career exploration and pathway confirmation process

Our faculty are working on Anti-racist and inclusive pedagogy, and allyship in class

We are purposefully designing program review assessment around pathways

We structured college-wide professional development around HIP

Guiding

We have purposeful advising moments

Navigating

We are redesigning our onboarding processes and creating a new website that is pathway oriented

Changing

We are building more transparent data systems with customized dashboards

Integrating Technology

We use technology to connect with and support students more universally

- Implemented and using Navigate (EAB)
- Contracted for Recruit (EAB)
- Interactive web-site re-design

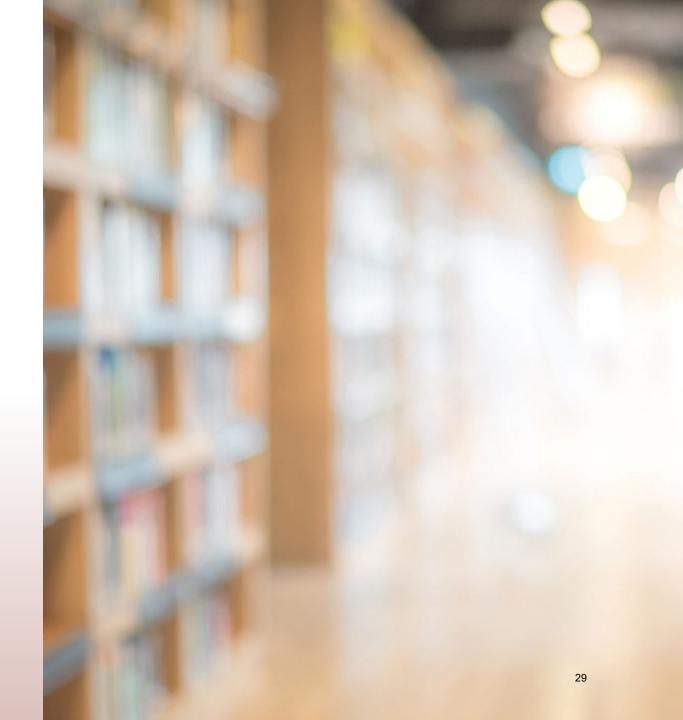# SUPPORTING ACCESSIBLE, EQUITABLE AND SUPERIOR LEARNING

Teaching and Learning Academy

Learning Technology & Design (LTD)

The Bock Learning Center

College & Career Foundations

Global Education Committee

TEACHING & LEARNING ACADEMY

The TLA focused this year on revisiting past purpose and projects, partnering with Student Learning stakeholders across campus, and supporting communities of practice for equitable, inclusive, innovative, antiracist pedagogy and curriculum design. This work was framed by the transition to a new Faculty-in-Residence and the mid-fall departure of our Instructional Design Co-chair. Despite that significant resource reduction, some meaningful programming continued to refuel Cascadia faculty's commitment to responsive teaching and appreciation for gathering and learning together.

New Faculty Orientation

The (Faculty Prof Dev) Deck, an open SharePoint resource for and by faculty

TLAb Studio in LBA-104 was open for quarterly drop-in hours and SC workshops.

Two book circle series, Paul Hanstedt's "Wicked Students" in fall and bel hooks' "Teaching to Transgress" in spring.

Five faculty attended the ATL (re)Imagining Equity event

Faculty Institute on the April DIA, with five cross-disciplinary sessions and resources and projects shared in a "Wicked" gallery space inspired by the fall book circle.

Published one podcast interview per quarter

Two mindfulness workshops led by Sociology and Philosophy faculty, "Writing Assessment" and "Writing with AI" presentations led by English faculty, and quarterly co-sponsored community gatherings off-campus.

LEARNING TECHNOLOGY & DESIGN

- Clarified the federal Regular and Substantive Interaction expectations for online learning

- Incorporated language into the faculty observation form and process

Primary work (LTD-AG):

- Prioritized problems of practice related to Learning Technology and Design and formed three subgroups to address them:

    1. research on student perceptions of course modalities and student technology access/use, and examined the design

    2. Examination of the various technologies being used by faculty & documentation of learning resources

    3. new student onboarding in relation to technology, focusing on updating the Week Zero Canvas

- Week Zero course updates made in Canvas

Additional work:

- Provided input into the Panopto Retention policy, challenges around remote sign language interpreters, and more

- Added language to the Syllabus Learning Agreement about range of technologies in their courses

Next Steps and Recommendations

- Divisions and other groups should consider the design implications from the research project/student survey

- Updated version of Canvas Week Zero will be piloted in summer

- List of tech and learning tools will be published on Go.Cascadia; recommendation for further information to be added, including accessibility and cost and which disciplines/divisions/faculty are using which tools

BOCK LEARNING CENTER

Services

The Bock Learning Center offered the following services* last year:

❖ Math, chemistry, physics, programming, and writing tutoring
❖ Public speaking coaching
❖ Spanish and Japanese tutoring
❖ Time management coaching
❖ In-class tutor support for select courses
❖ Supplemental instruction (SI) for select STEM courses
❖ Faculty-led, virtual workshops on common challenges such as public speaking anxiety
❖ Online tutoring through the Western eTutoring Consortium (WeTC)
❖ Access to computing resources: computers, printers, photocopiers, and scanners
❖ Workspace for students to study individually or in small groups
❖ ID card creation
❖ Long-term calculator rentals
❖ Short-term calculator loans

*All tutoring services

2022-2023 Student Visits by Service

Overall visits for Summer 2022 – Spring 2023 more than doubled the numbers from the previous academic year. The increase in our STEM tutoring numbers was particularly heartening.

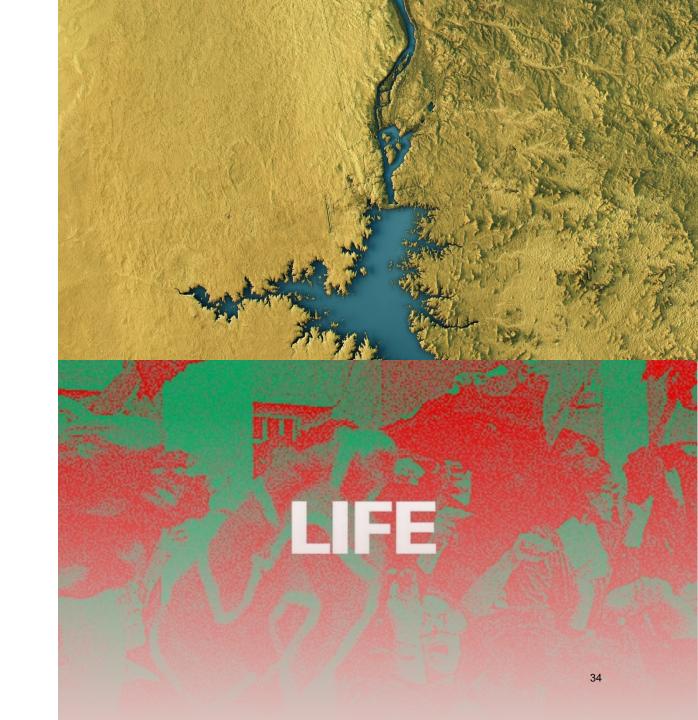| Service	Visits: AY 2022 – 2023			AY 2021-2022
	Total	Online	On Campus	Total
STEM tutoring (most chemistry, math, physics, and programming courses)	1165	156	1009	497
Writing tutoring	317	174	143	366
Public speaking coaching	90	58	32	54
Study/no tutor	2102	N/A	2102	806
Total	3674			1723

COLLEGE AND CAREER FOUNDATIONS(CCF)

- CCF includes English Foundations, Math Foundations, GED® prep, and HS+ classes designed to help students improve their English and math skills so that they can move forward on pathways to high school diplomas, GED®, college coursework, and/or employment

- 2022-23 saw strong enrollment increases and was the first full year of our integration of international and domestic students in English Language classes.

- Another highlight of the year was the establishment of an MOU with Hopelink, a local non-profit to benefit Cascadia students. High School + students are now able to satisfy completion requirements using some of Hopelink's in person and online classes at no cost. We are already seeing multiple students benefit from this agreement.

GLOBAL EDUCATION COMMITTEE

- Established a distributed leadership approach

- Co-hosted *Women Life Freedom* art exhibit in the Mobius Art Gallery

- Researched and developed initial resources for 23-24 interdisciplinary, global theme of "Rivers"

- Reviewed and reflected upon previous institutional efforts to globalize the curriculum and the college

LEARNING AS WE ARE GROWING

NEW PROGRAMS

- AAS-T: Water Resource Management

- BS: Computer Science

- American Indian Studies

- Job Skills Programs (JSP's)

- Articulation agreements

- Sustainability and Climate Justice Solutions

NEW SPACES

- Cascadia Redmond

- Innovation Hall

NEW PROGRAMS

Water Resource Management

- AAS-T degree, 90 credits

- Replaces the former ETSP program

- SBCTC approved Sept. 2023, begin enrolling Fall 2024

- Industry representatives from King and Snohomish Counties and the cities of Bothell, Woodinville, Bellevue, Kirkland and Monroe partictipated in its development.

- The program integrates technology and the Natural Sciences with an emphasis on water quality as it relates to soil and water systems, geographic information systems (GIS), water policy, regulations and permitting practices. The program will prepare students for work as water resource specialists, soil technicians, and environmental permit specialists within city, county and federal agencies, private sector employers and nonprofits.

Computer Science

- Bachelor of Science degree, 180 credits

- SBCTC approved Oct. 2022, begin enrolling Fall 2024 freshman/sophomore level courses.

- Developed as part of a consortium with six other colleges.

- With financial support from Amazon, equity has been at the center of degree planning, state funds were received for faculty professional development and curriculum writing.

- SBCTC ask of 9 million to fund state efforts. One million is earmarked for developing course sharing ability among the colleges.

JOB SKILLS PROGRAMS

JSP's are customized, short-term and job-specific training for eligible businesses using dollar-for-dollar matching grants. Cascadia received and managed four grants over the last biennium totaling approximately 750K. Cascadia has long partnered with Everett's Corporate and Continuing Education Center (CCEC) for the JSP onsite training. Participating employers must match the grant amount with cash or in-kind program support. The businesses served with this program in the last biennium included:

- Crane Aerospace & Electronics

- Jamco America

- AvTechTyee

- Aerojet Rocketdyne

CASCADIA IN THE HIGH SCHOOL (CHS)

CHS is a dual credit program that allows a high school student (9th grade or higher) the opportunity to earn college credit at their high school campus while also satisfying high school graduation requirements.

CHS courses are taught by teachers approved by the college and assigned a faculty liaison to ensure that courses adhere to the same learning outcomes and level of rigor expected of Cascadia courses.   Math and World Languages represent the largest number of courses.

Participating High Schools include
North Creek * Bothell * Woodinville * Inglemoor * Issaquah

2022-23 Results
- 892 course registrations (back to pre-pandemic levels)
- 4,460 credits awarded
- 190K in fee revenue generated

SUSTAINABILITY AND CLIMATE SOLUTIONS

Led by Stephan Classen, Assistant Director for Sustainable Practices, Cascadia received $49,100 from the SBCTC Climate Solutions initiative. These funds were used to support faculty curriculum development, professional development and minor equipment purchases related to the project's goals.

- David Ortiz and Getachew Eshete served as lead facilitators.

- Additional faculty participants included Midori Sakura, Victor Begay, David Shapiro, Peggy Harbol, Erin Richards, Sadie Rosenthal and David Han, Soraya Conte, Hannah Flesch, Sharon Saxton, Kathleen Brown, Jessica Ketchum, Kimia Ghanbeigi, Kristina Kellerman, Denise Michaels and Louise Spiegler.

- Staff participants: Allen Flaa and Penelope Wood

TRANSFER EDUCATION

Themes	Grants/Fellowships/ Initiatives	Antiracism and Equity Measures	Articulations	Collaborations with UWB
Building Pathways, Building a Building **Forging and Reigniting connections**	**STEM Transfer Partnership Community of Practice** **CUREs** **BACE** exam preparation (Biotechnician Assistant Credentialling Exam) **2023 NCRED BIPOC Educator Research Fellow Recipient** (Dr. Victor Begay)	**Antiracist Writing pedagogies** **Preparation for Directed Self-Placement in English** **With Bock Learning Center, arranged for Embedded Tutors in all composition classes**	**Arizona State University (Universal Transfer Articulation)** **Pacific Northwest College of Art at Willamette University (Studio Art and Creative Writing)**	**Engineering** **Chemistry—Chem 157** **Education**

ENSURING ACCESSIBLE, EQUITABLE AND SUPERIOR LEARNING

Student Learning Council

Assessment Committee

Institutional Effectiveness

STUDENT LEARNING COUNCIL(SLC)

APPROVED 141 COURSES AND 2 PROGRAMS

DEVELOPED THE PATHWAY MAP APPROVAL PROCESS WITH DEAN CARRANCHO

PREPARED FOR AND PARTICIPATED IN THE ACCREDITATION MIDCYCLE REPORT AND SITE VISIT

COMPLETED EDP (EQUITY, DIVERSITY, AND POWER) DESIGNATION REVISIONS

FIRST FULL YEAR OF INTEGRATED LEARNING DESIGNATIONS AS EITHER COGS OR ANNUAL/QUARTERLY

ASSESSMENT COMMITTEE

Collected and assessed student artifacts for first year of the assessment of student learning outcomes assessment

Established assessment activities as part of the Opening Week and DIA yearly cycle

Dedicated January DIA to the assessment of student learning outcomes--**Think, learn, interact, and communicate**—which are woven through every Cascadia College course.

Introduced program assessment process, which uses a continuous improvement approach.

Prepared for and participated in the mid-cycle accreditation report and site visit

Link to 22-23 Yearly Plan

Link to 23-24 Yearly Plan

INSTITUTIONAL EFFECTIVENESS

Highlights:

- The bulk of the 2022-23 effort was to draft, co-lead, and submit the NWCCU mid-cycle report .
- IE also hired and trained a new analyst. (Aka a "building year")
- Completed the HEERF (Higher Education Emergency Relief Fund) federal report for the year.
- Catalyzed discussions to define "program" data reporting
- Strategic Initiatives summery report completed for Trustees
- Continuous Improvement Committee was launched

This year 2023-24:

- Moving ahead to produce **customized dashboards** for various offices (some dashboards will be operational use and some for financial use). This Fall we have completed two dashboards for Becky in student services.

- Rolling out "**Student Voice**" qualitative data collection to assess sense of belonging, the student experience, and capture information from underserved students

- Have created an **IE model and program effectiveness framework** to guide using data to make improvements across the college

- Have begun **working with departments on projects** to define how to monitor and use data for improvement (started with Advising, Student Life, will continue with Assessment Committee)

- The Continuous Improvement Committee has a work plan and is moving forward to create a CI template for the college. CI members will be "ambassadors" to support people with CI and with using the CI template to document using data to make improvement.

- We have a new **Data Portal resource site** for the college which we will roll out this Fall.

LOOKING AHEAD

- Continued work on BACE, CUREs, STEM Transfer Partnership, Education Pathways

- Completion of direct to major articulation with UWB Engineering

- Occupation of and joint programming with UWB in Innovation Hall

- Area of Interest / Program Outcomes for
  - ❑ Communication, Creative Arts & Design
  - ❑ STEM
  - ❑ CCF
  - ❑ Environmental and Earth Sciences
  - ❑ Social Science, Human Services, & Education
  - ❑ Business & Entrepreneurship
  - ❑ Health & Wellness

Cascadia College Board of Trustees
Discussion Item 2

Subject: Student Success Services Annual Update

Justification:
To provide the Trustees a high-level overview of the key accomplishments in each department over the past year and a brief look into some of the goals for this academic year.

Background:
Erin Blakeney has created a short PPT for you to review. At the meeting, each area will have 2-3 minutes to share a visual highlight.

- Bryan Fauth, Director of Student Accessibility and Support Services
- Gordon Dutrisac, Director of Student Advising & Support Services
- Deann Holliday, Director of Student Financial Services
- Rebecca Kimble, Interim Director of the Activities & Recreation Center
- Becky Riopel, Director of Student Life
- Bryan Martinez Escobar, Director of Enrollment Services

There will be time for questions and answers.

Student Success Services

2022-23 Year in Review

Advising & Support Services

Highlights of 2022-23

- 3,125 advising appointments (1,049 in person/1,794 via zoom)
- Offered 23 workshops focused on topics such as transfer preparation and career and major exploration
- 93% of students who met with an academic advisor registered for the subsequent quarter
- Launched EAB Navigate software to better connect with students

Looking Ahead

- New advising model where students are assigned advisors
- Implementing use of the Predictive Analytics functionality in EAB Navigate to help identify students who may need support
- Implement HandShake software to allow Cascadia students the opportunity to more easily find jobs and internships posted directly from on & off campus employers

Accessibility & Support Services

Highlights of 2022-23

222 students were registered with Accessibility Services, which is a 21% increase from 20-21.

64 students used the notetaker service, called Glean Notetaker, a software acquired in 2019.

CARE team had 253 cases reported and financial insecurity continues to be the biggest need. 85 students were awarded our Benefits Hub Emergency Grant.

Developed community partnerships with Northshore School District counselors and the City Of Bothell to support Accessibility awareness.

Looking Ahead

Hiring a Basic Needs Navigator to support students with housing and food insecurity, to help refer them to resources on campus and in the community.

Developing year-round accessibility trainings for the campus community

Outreach to other school districts to support high school students with the transition to prepare for college if they have a disability.

Enrollment Services

Highlights of 2022-23

- Collaboration with Enrollment Management and Guided Pathways commmitees to begin work on revamping the onboarding process for students
- Began work to implement EAB Recruitment Module to support the outreach/admissions process

Looking Ahead

- Develop a strategic outreach/recruitment plan and incorporate the new EAB Recruitment Module to monitor and engage prospective students through the admissions process
- Continue with onboarding process to reimagine the orientation process for new students

Student Life

Highlights of 2022-23

- 84 events, attended by 3,212 students
- Average of 12 clubs active each quarter
- Kodiak Cave Food Resource Center served 136 students who had 480 shopping trips last year, a 222% increase from 21-22 and 111% increase in number of students accessing this resource
- Published 17 issues of the TP Times (newsletter posted in campus restrooms) and 34 editions of Kody's Weekly e-newsletter
- 2 graphic designers designed 52 projects (posters, logos, stickers, etc.)

Looking Ahead

- The number of student clubs has already increased 60% over last year – review of resources/policies to ensure support is sustainable
- Developing **community service program to** launch in spring quarter
- **Kodiak Cave launching PantrySoft software system** and looking to increase donations to keep up with student need

Student Financial Services

Highlights of 2022-23

- Awarded and disbursed almost $3M in federal, state, institution and foundation aid

- Increased outreach to COLL 101 classes and local high schools to promote financial aid on campus and in our service area

- Signed MOU with el Centro Cultural Mexicano to increase FAFSA/WASFA completion as part of the statewide effort to increase partnerships with community based organizations to increase FAFSA/WASFA completion in the state

Looking Ahead

- FAFSA Simplification Act is an initiative by the US Dept of Education to make applying for financial aid easier for students by reducing the number of questions on the form, making it available in multiple languages and expanding access to federal aid

- Develop new policies, procedures and awarding guidelines as well as update all presentations for students and families.

- Build on work with el Centro Cultural Mexicano to expand programs and outreach to the LatinX community

52

Activities & Recreation Center

Highlights of 2022-23

- Outdoor Wellness offered 48 programs with over 241 students participating and had 1,633 outdoor gear shop rentals. They took students snow tubing, offered affordable ski and snowboarding trips, and took students camping at the Hoh Rainforest for Spring break
- Fitness had over 305 students participating in fitness classes such as Strength, HIIT, Yoga, Core Conditioning, Dance, Cycling and cardio kickboxing.
- 172 events were held in the Overlook (2nd floor of ARC building), which was a 14% increase over the previous year.

Looking Ahead

- Outdoor Wellness joined the Ikon Pass College program this year. Students on our campus are able to receive a $150-$450 discount on an Ikon Passes purchased with a discount code through our program. Additionally the Ikon Pass College program has a grant that awards schools with funding for lift ticket, ski/snowboard rentals and snow gear for purchase to add to their gear shops. Outdoor Wellness submitted an application for grant funding to help add additionally spots to our annual ski/snowboarding trips as well as requesting funds to purchase snow pants and jackets to have available for students to rent from the Nest Gear Shop. The Ikon Pass College grant committee will be meeting on December 4th and colleges will be notified shortly after.
- Program Manager of Fitness- Holly Curry, recently completed their Personal Training Certification and will start working with students to get them trained during Winter Quarter. We hope to do a soft launch of our PT program in Spring.
- The ARC Tech & Ops team currently has Cascadia Student Employees. With the increased number of events on the calendar and increased participation we are in talks to expand this program to provide more support.

UW Bothell Partnerships

Highlights of 2022-23

- **Counseling Center**
  - Hired a new Director, Jessica Mason, who is serving on the Cascadia CARE team
- **Health & Wellness Resource Center**
  - Hired a new Director, Val Tovar, who is serving on the Cascadia CARE team
  - 220 students attended the annual Wellness Fest event
  - 50+ students served by the United Way Hub
- **Violence Prevention & Advocacy Program**
  - Completed second year of our 3 year Dept of Justice Office of Violence Against Women Act consortium grant ($500,000)
  - Cascadia launched Get Inclusive online training course for all students, including healthy relationships, alcohol/drug use, hazing prevention, and bystander training
  - 20 Cascadia survivors served
  - 420 Cascadia and UW Bothell students reached with campus events and resources

Cascadia College Board of Trustees
Action Item 1

Subject: **Board Policies**

Justification:
NWCCU requires that the Trustees periodically review all Board policies.

Background:

The policy review process is broken up into three equal parts whereby the Board reviews and approves the viability of 1/3 of the Board Policies each year. The assignment is given every September with a due date of the November Board Meeting. This year, the Board was asked to review Articles 2 & 3. Instructions and a worksheet were sent to the Trustees.

Discussion:

Several corrections were suggested by the Trustees. Those suggestions led to either 1) adoption and/or corrections, or 2) referral to the AAG for updating.

Any questions will be resolved at the meeting with the AAG.

Recommendation:

The college recommends the Board move to approve the policies with the corrections and updates as provided by the Trustees & AAG.

Action:

Trustee makes motion: _____

Trustee seconds motion: _____

Vote:

	Yes	No	Abstain
Hinojos			
Lee			
Ponto			
Quint			
Seabrooks			

Cascadia College Board of Trustees
Action Item 2

Subject: Approval of a new degree: Bachelor of Science in Computer Science

Justification:
 The Board of Trustees are required to approve new degree programs.

Background:

As part of a college consortium (AppConnect NorthWest), Cascadia College is seeking approval to over a Bachelor of Science in Computer Science. The approval process includes multiple steps including the NWCCU, SBCTC, and local approval. In order to move the next step of NWCCU approval, we are seeking Our mission, "We are the community's college. We deliver accessible, equitable, and superior educational experiences to inspire every person to achieve their educational and career goals" focuses Cascadia College in how we serve our community. The development of the Bachelor's of Science in Computer Science (BSCS) combines a regional consortium, AppConnect NorthWest, with our local mission.

The colleges in this consortium include Skagit Valley, Edmonds, Lake Washington, Cascadia, Renton Technical, Green River and Centralia. Together we have a 4-year history of collaborating on curriculum development and industry partnerships that has proven to create more opportunities for students. Through this collaboration, the 7 colleges have found a variety of best practices that have helped the development of new degrees, strengthened faculty connections, and have increased access to industry. Creating this degree as a consortium allows colleges to be supported in their missions, share faculty, have more resources and expertise to resolve issues, and provide opportunities to students.

Degree & Curriculum Development Process
The curriculum for the Bachelor of Science in Computer Science (BSCS) has been developed by faculty from seven community and technical colleges that make up the AppConnect NW consortium. The Program Learning Outcomes were built based on ABET requirements and a combination of technical and soft skills that faculty found valuable for students to be successful in their work post-graduation. Faculty leveraged lessons learned from BAS Software Development programs (successful with nearly 500 graduates, employed in various roles) and the Developing a Curriculum (DACUM) process that was conducted from industry and Washington Technology Industry Association (WTIA) to inform the curriculum development process.

The legislation authorizing the creation of BSCS degrees at Washington State Community and Technical Colleges begins with an equity-focus, "The legislature finds it essential that Washington students, especially **low-income students and students of color**, have the necessary credentials to secure the high-demand jobs of the future." (p. 1, emphasis added) It goes on to articulate the current uneven outcomes that these new degree programs are tasked with addressing. This curriculum incorporates design elements to mitigate entry barriers1,

improve retention2, foster belonging3, support career transition, and explicitly assess progress toward more equitable outcomes.

Program Learning Outcomes

Following the ABET Criteria for Accredited Computing Programs, graduates of the program will have an ability to:

1. Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions.
2. Using application of knowledge and skills acquired in the program, design, implement, test, evaluate and present a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
3. Communicate effectively in a variety of professional contexts.
4. Recognize professional responsibilities and make informed and equitable judgments in computing practice based on legal and ethical principles.
5. Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline including responding to feedback, handling ambiguity, and communicating with internal and external stakeholders.
6. Apply computer science theory and software development fundamentals to produce computing-based solutions.

Curriculum

The proposed Bachelor of Science Computer Science degree will be structured as a 4-year program, with the flexibility for students to transfer into the program by building on the already existing foundation of Web Programming degree and existing Computer Science transfer pathway.

The BS Computer Science program requires 60 credits of general education coursework (out of a total 180 credits for the degree). Gen ed requirements for the BSBC are concurrent with the requirements for the BAS degree gen ed requirements per SBCTC policy.

The BSCS degree overview (ACT 2a) highlights the course options and program outcomes. Students can enter the program at the first, second, and third year of the degree. Advisors at Cascadia will work with students to determine which entry point is the best fit for them in order to have all the coursework completed. The courses listed below meet ABET (Accreditation Board for Engineering and Technology) requirements for a Computer Science degree.

Approvals:

- SBCTC Board Meeting: October 2022 (ACT 2b)
- Cascadia College Student Learning Council: May 2023 (ACT2c)

Supporting Documents:
- ACT 2a BSCS degree overview
- ACT 2b SBCTC Board meeting minutes
- ACT 2c Cascadia College Student Learning Council Minutes

Recommendation:
Having met local and state requirements, and having adhered to national industry standards, the Trustees of Cascadia College approve offering the College's first Bachelor of Science degree in Computer Science, starting fall of 2024.

Action:
Chair asks for motion: _____
Trustee makes motion: _____
Trustee seconds motion: _____

Vote:

	Yes	No	Abstain
Hinojos			
Lee			
Ponto			
Quint			
Seabrooks			

Bachelor of Science
Computer Science
180 Credits minimum

This degree is being developed as part of a six-college consortium that includes Cascadia, Skagit Valley, Edmonds, Lake Washington, Renton, and Centralia. The expectation is that participating colleges will use course sharing software to open courses between institutions so that each institution isn't expected to offer the full slate of classes. The timeline for launching the degree is Fall of 2024.

Program Outcomes: Upon successful completion of this degree a student will be able to:

- Demonstrate in-depth understanding of algorithms, complexity, data structures, programming language concepts, modern software development, and computer science theory.
- Apply computer science theory and software development fundamentals to produce computing-based solutions.
- Design, implement, and test complex applications in at least one general-purpose programming language.
- Explain the fundamental concepts of computer science including topics such as computer architecture, information management, networking, operating systems, and parallel and distributed computing.
- Work with a diverse team, respond to feedback, handle ambiguity, communicate effectively with clients, team members, and other project stakeholders.
- Develop and present a major project that requires integration and application of knowledge and skills acquired in the program.

GENERAL EDUCATION REQUIREMENTS   20 CREDITS

Communication

Course ID	Course Name	Lec	Lab	Other	Credits
ENGL& 101	English Composition I	55			5.0
ENGL& 235	Technical Writing	55			5.0

Quantitative or Symbolic Reasoning

Course ID	Course Name	Lec	Lab	Other	Credits
MATH& 141	Precalculus I	55			5.0
MATH& 142 or MATH&146	Precalculus II or Statistics	55			5.0

HUMANITIES AND SOCIAL SCIENCE REQUIREMENTS   10 CREDITS

Course ID	Course Name	Lec	Lab	Other	Credits
	H designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE REQUIREMENTS   10 CREDITS

Course ID	Course Name	Lec	Lab	Other	Credits
	Natural Science w/lab				10.0

ELECTIVE GENERAL EDUCATION REQUIREMENTS   10 CREDITS

Course ID	Course Name	Lec	Lab	Other	Credits
COLL 101	College Strategies	55			5.0
	Choice Elective – See pathway	55			5.0

LOWER DIVISION PROGRAM REQUIREMENTS   40 CREDITS

Course ID	Course Name	Lec	Lab	Other	Credits
IT-CS 101	Intro to Computer Science	55			5
IT-CS 115	Intro to Programming	55			5
IT-CS 142	Intro to Programming II	55			5
IT-CS 143	Intro to Programming III	55			5
IT-CS 170	Linear Algebra for Data Analysis	55			5
IT-CS 222	Computing, Data and Society/		==HUMAN 107==		
IT-CS 243	Software Development Tools	33			3
IT-WEB 285	Web Application Programming I	55			55
IT-CS 296	CS Career Seminar	22			2

UPPER DIVISION PROGRAM REQUIREMENTS   70 CREDITS

Course ID	Course Name	Lec	Lab	Other	Credits
IT-CS 301	Foundations of Computer Science	55			5
IT-CS 397	CS Seminar	11			1
IT-CS 321	Database Systems	55			5
IT-CS 202	Discrete Structures 1	55			5
IT-CS 333	Data Structures and Algorithms 1	55			5
IT-CS 301	Discrete Structures 2	55			5
IT-CS 334	Data Structures and Algorithms 2	55			5
IT-CS 350	Software Engineering	55			5
IT-CS 398	CS Seminar	11			1

Course ID	Course Name	Lec	Lab	Other	Credits
IT-CS 421	Algorithmic Problem Solving	55			5
IT-CS 442	Principles of Computer Systems	55			5
IT-CS 450	Security Foundations	22			2
IT-CS 499	CS Seminar	11			1
IT-CS 485	Capstone Project 1	55			5
IT-CS 433	Programming Languages	55			5
IT-CS 486	Capstone Project 2	55			5
IT-CS 402	Statistical Methods for Testing	55			5

UPPER DIVISION PROGRAM ELECTIVES					20 CREDITS

Course ID	Course Name	Lec	Lab	Other	Credits
IT-MOB	Student selects from IT-MOB courses				20

New Course Development team:

The development team has included faculty from Skagit Valley, Edmonds, Cascadia, Lake Washington, Renton and Centralia. Mike Panitz and Brian Bansenauer have participated on behalf of Cascadia.

Briefly state the need/benefit of these new courses:

The faculty have designed this program to be more accessible than traditional computer science degrees. The team has reviewed the results of industry focus groups and existing computer science accreditation standards to ensure that graduates will be

Proposed Course Descriptions and Requisites (these may change during COG development):

CS 101 Introduction to Computer Science
Introduces fundamental concepts of computer science and computational thinking. Includes introduction to logical reasoning, procedural decomposition, conditionals, iteration, problem solving, and abstraction.
Prerequisite: Intermediate Algebra (Algebra II, e.g. MATH 09x), or placement into MATH& 141.

CS 170 Linear Algebra for Data Analysis (5)
This course uses a high-level programming language as a vehicle to discuss those aspects of linear algebra that are most important in data analytics. Students will develop intuition and an understanding of how to use linear algebra, rather than on proofs. The main topics include basic matrix operations, linear transformations, ranges, linear combinations and spans, systems of linear equations, symmetric matrices, inverses, determinants, triangular matrices, trace, eigenvalues and eigenvectors.
Prerequisite: CS 121

CS 202 Discrete Structures 1 (5)
Set theory, relations, functions, formal logic, constructing proofs, computing with base-n numbers, combinatorics, and discrete probability with applications.
Prerequisite: CS 170

CS 222 Computing, Data, and Society (5)
Exploration of the use and impact of technology on society including artificial intelligence, algorithmic bias, social media, mass data collection and the spread of disinformation. Topics include privacy, spying, mass personalization and copyright.
Prerequisite: ENGL& 101

CS 243 Software Development Tools (3)
Learn about and practice using the tools that developers use on a daily basis such as the debugger, command line, version control systems, and other collaboration tools. Also includes an introduction to software testing, writing test cases, and the test-driven development process.
Prerequisite: CS 123

CS 296 CS Career Seminar (2)
Includes review and reflection on the variety of computer science careers and their associated skills and professional responsibilities, mapping these to program requirements and ethical implications. Students create or refine a professional persona including resume and online portfolio, identify local professional networks and networking events, and investigate community based learning, internship and mentorships.
Prerequisite: CS 123

CS 301 Foundations of Computer Science (5)
Practice object-oriented programming and apply elementary data structures and algorithms to medium-scale applications. Exposure to the theory of computing and computing machines.
Prerequisite: CS 123

CS 302 Discrete Structures 2 (5)
This course introduces students to ideas and techniques from discrete mathematics that form the basis of data structures and algorithms used in Computer Science. Students will learn the fundamentals of graph theory, set theory, relations, enumeration, and recursive structures.
***Prerequisite: CS 301

CS 320 Databases and Information Management Systems (5)
Exploration and practice with relational and non-relational databases, including cloud databases. Students will learn practical techniques for designing solutions for managing persistent data.
Prerequisite: CS 233

CS 333 Data Structures and Algorithms 1 (5)
Students will explore and implement different methods of data storage and recommend which to use based on time and space performance. Students will evaluate commonly used data structures and their associated algorithms.
Prerequisite: CS 123, CS 202 (or concurrent enrollment in CS 202)

CS 334 Data Structures and Algorithms 2 (5)

Students continue exploration of data structures and algorithms by investigating real-world applications of algorithms such as undirected graphs, directed graphs, minimum spanning trees, shortest paths, tries, regular expressions, reductions, and intractability
Prerequisite: CS 333

CS 350 Software Engineering (5)

In this course students will learn fundamentals of software engineering including analysis of system requirements, software design principles, patterns, evaluation of appropriate engineering compromises, and application of collaborative software development practices and tools.

CS 397/398/499 CS Seminar (1 credit each, 3 total)

Presentation, review and discussion of individual and team projects across cohorts. Practice code review, effective critique and peer support.

CS 401 Algorithmic Problem Solving (2)

Applications of algorithms to solve problems. Includes dynamic programming. Prepares students for technical interviews.

CS 402 Statistical Methods for User Research (5)

Themes include summarizing data and computing margins of error, determining statistical significance, finding appropriate sample sizes for a study, and investigating relationships among variables in the context of quantitative user research.
Prerequisite: (Math&142 or MATH&146) and CS202

CS 422 Principles of Computer Systems (5)

Exploration of the design, implementation, and evaluation of computer systems, including operating systems, networking, and distributed systems.

CS 433 Programming Languages (5)

Fundamental concepts of programming languages through the study of the underlying principles, including, but not limited to type checking, compiled versus interpreted languages, functional programming, objects, collections, and threads. Upon successful completion of the course, students will possess insight to choose the right programming language for a particular problem. Furthermore, as students move forward through their education and career, rapidly learn future new programming languages as they emerge.

CS 450 Security Foundations (5)

Explore elements of security and common threats. Topics include various types of cyber attacks and risks to a system as well as fundamentals for mitigating those risks at the software level.   May also discuss integration with networking systems.
- Social engineering (human level security)
- Authentication (OAuth? Tokens?)
- Brief overview of security issues in relation to the cloud?
- Top software vulnerabilities (buffer overflow, SQL injection, etc)

CS 485 Capstone Project 1 (5)
Identify a project for research and implementation related to some aspect of computer science. Work with a mentor and stakeholders to go through the software design and development process in collaboration with other developers.
- Collaboration with others on a shared codebase
- Completing the design and implementation process
- Working with external stakeholders in a collaborative environment.
- Practical application of working on large codebase with industry standard tooling
- Communicate with technical and non-technical stakeholder
- Documentation proposed project scope, deliverables, timelines

CS 486 Capstone Project 2 (5)
Continued research and implementation toward project milestones, regularly report on progress, document work and present results to appropriate internal and/or external audiences.
- Practical application of software development, version control and collaboration tools
- Documentation and presentation on project deliverables to both technical and non-technical stakeholders
- Communicate with technical and non-technical project stakeholders (email, meeting, presentations, written documentation).

STATE BOARD MEETING MINUTES

Study Session: **Wednesday, October 19, 2022 // 1 p.m. to 5:30 p.m.**
Business Meeting: **Thursday, October 20, 2022 // 9 a.m. to 12 p.m.**

Spokane Falls Community College: 3410 W. Whistalks Way, Spokane, WA 99224

Board members

Phyllis Gutiérrez Kenney, chair // Crystal Donner, vice chair // Jay Reich // Carol Landa-McVicker
Ben Bagherpour // Fred Whang // Chelsea Mason-Placek // Martin Valadez // Mack Hogans

Paul Francis, executive director // Julie Walter, executive assistant
Statutory Authority: Laws of 1991, Chapter 28B.50 Revised Code of Washington

Welcome

Chair Phyllis Gutiérrez Kenney called the meeting to order at 9 a.m. and welcomed those present.

Establish a Quorum and Adoption of Agenda

Chair Phyllis Gutiérrez Kenney noted that a quorum was present and requested a motion to adopt the agenda.

Motion: Moved by Crystal Donner, seconded by Mack Hogans, and unanimously approved by the Board the adoption of the October 20, 2022, regular meeting agenda.

Approval of Consent Agenda

     a. AppConnect Northwest Consortium: Bachelor of Science in Computer Science Approval
         Resolution 22-10-45
     b. South Puget Sound Community College: Bachelor of Applied Science in Craft Beverage Management Approval
         Resolution 22-10-46
     c. Bellevue College: property acquisitions
         Resolution 22-10-47
     d. Olympic College: Shelton Warehouse Lease
         Resolution 22-10-48
     e. Spokane Community College: local capital expenditure authority increase
         Resolution 22-10-49
     f. Highline College: local capital expenditure authority increase
         Resolution 22-10-50
     g. Recognizing Dr. Christine Johnson
         Resolution 22-10-51
     h. Aug. 23, 2022, State Board Special Meeting Minutes

Motion: Moved by Jay Reich, seconded by Carol Landa-McVicker, and unanimously approved by the Board the adoption of the October 20, 2022, consent agenda.

Long-term Advocacy Task Force Update

Established by the State Board in 2017, the Long-Term Strategic Advocacy and Communications

Task Force works to strengthen and expand our system's advocacy network so more people and organizations actively promote funding for, and support of, community and technical college students and the colleges that serve them.

Chelsea Mason-Placek, task force chair, provided an update on the September 13 meeting.

2023 Legislative Agenda and Priorities

The Board was updated on the 2023 legislative agenda and priorities. The primary focus entering the 2023 legislative session is a sustainable operating budget for the college system and the capital budget request.

SBCTC Tribal Government Affairs Update

Washington state's 34 community and technical colleges reside on traditional territories of 29 Federally Recognized Tribes, to be clear, 29 Sovereign Nations representing diverse government structures, histories, languages, economies, and cultures. Washington's public educational institutions have embraced RCW 43.376 Building Government to Government Relationships with local Tribes and hiring Tribal liaisons to facilitate authentic Tribal Consultation protocols, processes and policies between state agencies and Tribal governments. For decades, Washington's public educational institutions have made efforts to make space for Indigenous Knowledge(s), develop formal research and community partnerships and design pathways for Tribal student recruitment, retention, and completion rates. SBCTC's intentional efforts to expand this work was accomplished by adding a director of tribal government affairs. For years, Tribes have requested workforce education, job skills and career technical training to meet their unique workforce needs and align professional transfer degrees across four-year colleges and universities.

Lynn Palmanteer-Holder, director of tribal government affairs, updated the Board on the work she has been doing including the four goals of the Washington State Community and Technical Colleges American Indian Indigenous Studies Advisory Committee (WCAAB) and the three Government-to-Government Summits taking place over the next few months.

ACT Report

Greg Dietzel, ACT president, presented on the following:
- Trustee affinity groups
- ACCT Leadership Congress: October 26-29, 2022, New York, NY
- ACT Fall Conference: November 17-18, 2022, SeaTac, WA

WACTC Report

Christine Johnson, WACTC past president, reported on the work being done to support new presidents.

Labor Report

Sue Nightingale and Carla Naccarato-Sinclair, Washington Education Association (WEA), provided a brief overview of WEA's legislative agenda and thanked the Board for including salary increase in its 2023-25 operating budget request.

The Board thanked Carla Naccarato-Sinclair for all her work and dedication over the years and wished her luck in her retirement.

Executive Director Report

Paul Francis, executive director, reported on the following:
- First Lady Dr. Jill Biden's visit to Bates Technical College
- Workforce Education Investment Accountability and Oversight Board (WEIAOB)
- October 31, 2022 rescission of remaining COVID-19 emergency orders and state of emergency
- Second Chance Pell Grant Taskforce
- Basic Education for Adults federal audit
- Afghan/Ukrainian new arrival funds
- Staffing updates

Public Comment

No public comments.

Board Discussion and Chair's Report

The Board agreed to have the December 7-8, 2022 meeting at Bates Technical College instead of virtually.

The Board recognized Carol Landa-McVicker and thanked her for her leadership and dedication to the system as a Board member since June 2014.

Chair Phyllis Gutiérrez Kenney thanked the Board members for their time, State Board staff for their presentations, and the Community Colleges of Spokane for hosting the meeting.

Adjournment/next meeting

There being no further business, the State Board adjourned its October 20, 2022, regular meeting at 12:15 p.m. The next meeting will be December 7-8, 2022 at Bates Technical College's Central Campus.

Attest

_____
Paul Francis, secretary

_____
Phyllis Gutiérrez Kenney, chair

Student Learning Council

NOTES
05/24/2023 | 3:30-5:00 PM | CC2-160

Voting Members Present:	Lyn Eisenhour, Erik Tingelstad, Bryan Martinez Escobar, Gordon Dutrisac, Chris Gildow, Natasa Kesler, Aqdas Tanweer, Kristina Kellermann, Lelia Olson, Linda Richard, Tori Saneda
Absent:	Chris Cuneo, Kristina Young, David Bucci
Guests:	Peg Harbol
Non-voting members:	Kerry Levett, Teya Viola, Myra Waddell
Co-chair Facilitator:	Natasa Kesler
Note Taker:	Jacqueline Webb

Significant Agenda Items			
Topic(s)	Facilitator	Notes	Action/Follow-up/Next Steps
May 10, 2023 SLC Meeting Minutes	Co-Chair	Accepted **Motion:** to approve the May 10, 2023 meeting minutes.	All in favor. Minutes approved.
CHEM 157 General Learning Strategies for General Chemistry	Peg Harbol	• What is being voted on: New Course Development and 1st Reading of CHEM 157. Proposal: This course was made in partnership with UW Bothell Chemistry faculty and advisors to address the learning gaps over the last year and shared issues across our schools. This course would help in bridge any gaps in problem solving, or students who are new to lab courses, or a refresher if students are unsure. The title and catalog number are shared with UW Bothell's matching course in hopes this will benefit transfer students. • Discussion:	All in favor, motion to change. New Course Development and first read approved.

		• This course is 2 credits (22 hours) because it is designed as a pre-fall course. This was built to accommodate students who work over the summer and/or need to distribute their class workloads. • Enrollment for this class is projected to be at 50% or higher with a capacity of 30. • The prerequisites seem a little high. This might be a good idea to look into adjusting these with advisors. • This course may not align with pre-nursing pathway students who could really benefit from the knowledge of this course. Could we rework parts of the prerequisite to include those students? • The title of the course outlines chemistry specifically and assist with transfer ability and equivalency. • This COG is clear and very detailed! Great work! • We are looking to quickly approve this course. So, if this New Course Development and first read is approved for this course this may be approved to run in the pre-fall schedule with approval of the VP of Student Learning and Success. This would be after any updates from Peg and brought back to SLC in the fall. • **Motion:** to approved the New Course Development and COG 1st Reading of CHEM 157.	
Associate in Applied Science Transfer: Water Quality Degree (AAS-T)	Erik Tingelstad	• What is being voted on: New Course Development of courses aligned with Water quality degree and the New Degree Development of Associate in Applied Science Transfer: Water Quality Degree (AAS-T).	All in favor, motion to change for both the New Degree Development of Associate in Applied Science Transfer Water Quality Degree (AAS-T), and the New Course Development of GIS

| | | Proposal: Previously SLC approved some Water Science (WATER) courses and with those started we wanted to bring through the corresponding Associate in Applied Transfer (AAS-T) degree. This degree will also come with the New Course Development of 7 new courses. As a note in the packet Math 142 should actually be Math 141 and has been updated.

Reminder: WATER 110 and WATER 250 have already been approved for their 2nd readings with SLC on the April 12 meeting.

This degree creates the following courses:

• GIS 101 Intro to Geographic Info Systems
• GIS 102 Geographic Info Systems II
• WATER 110 Intro to Water Science Resources, and Issues (Approved by SLC on 4/12/2023)
• WATER 210 Water Policy and Regulations
• WATER 220 Water Quality Analysis
• WATER 250 Soils and Hydrology (Approved by SLC on 4/12/2023)
• WATER 290 Career Pathways: WRM
• WATER 197 Work-Based Learning I
• WATER 297 Work-Based Learning II

• Discussion:

  • With one of the courses like WATER 210, could there be a focus on how water is used in cultural spaces and how accessibility of water is affected?

  • English 235 prerequisite should be looked into with College 101 and English faculty. | 101, GIS 102, WATER 210, WATER 220, WATER 290, WATER 197, and WATER 297. |

		• The creation of the two GIS courses will likely mean we will be hiring faculty for those courses. • **Motion:** to approve of the New Degree Development of Associate in Applied Science Transfer: Water Quality Degree (AAS-T). • **Motion:** to approve of the New Course Development of courses aligned with Water quality degree: GIS 101, GIS 102, WATER 210, WATER 220, WATER 290, WATER 197, and WATER 297.	
BAS-CS Bachelor of Applied Science: Computer Science Degree	Erik Tingelstad	• What is being voted on: the first read Bachelor of Applied Science Computer Science Degree (BAS-CS). Proposal: This new Bachelor of Applied Science: Computer Science Degree is still in the development process but we would love more eyes on this non-traditional Bachelor's degree. This degree was created with the state and Amazon to help support the workforce and community colleges. It's challenging to find computer science faculty but this will have a much larger reach for our students. This is the result of over a year of collaboration with 6 other schools but the final result will likely look very different. This might be a good chance to have this as a first read for SLC to see what is in the works. Discussion: • With this being a true Bachelor's degree, what happens if a student takes the first 90 credits and then wants to move on? Does this need a corresponding Associate's degree? • Normally our courses have Linear Algebra as the prerequisite, and it might seem like Precalculus is a higher threshold. Because this is a Bachelor's,	All in favor, motion to change.

ESL 09 ESL Literacy	Lyn Eisenhour	• What is being voted on: the New Course Development of ESL 09. Proposal: ESL 09 is a new course that we have developed to support our students who may benefit from more foundational time with literacy. The state has a limit on how many repeats a student can do for our classes and while some students don't need this, we would love to have the door open for those who could profit from this. This would also likely cluster with our ESL 10 classes. • Discussion: (None) • **Motion:** to approve the New Course Development of ESL 09.	All in favor, motion to change.
Prerequisite updates for EF courses	Lyn Eisenhour	• What is being voted on: the addition of a corresponding ESL course to the prerequisite of EF classes. Proposal: We are updating the prerequisites of our skill focused EF courses to accommodate our evening ESL students to enroll in the corresponding skills classes. This would add a corresponding evening class for those students. This applies to the following courses: • EF 27 Beginning Reading • EF 28 Beginning Speaking & Listening • EF 29 Beginning Writing & Grammar • EF 37 Low-Intermediate Reading	All in favor, motion to change.

		• EF 38 Low-Intermediate Speaking/Listening • EF 39 Low-Intermediate Writing/Grammar • EF 47 Intermediate Reading • EF 48 Intermediate Speaking & Listening • EF 49 Intermediate Writing & Grammar • Discussion: (None) • **Motion:** to approve the prerequisite changes for EF 27, EF 28, EF 29, EF 37, EF 38, EF 39, EF 47, EF 48, EF 49	

Fast-Track Agenda Items

Topic(s)	Facilitator	Notes	Outcome or Follow-up
SOSCI 197 SOSCI Internship I	Co-chair	• What is being voted on: the 5-Year Review of SOSCI 197.	All in favor, all Fast-Track agenda items approved.
SOSCI 297 SOSCI Internship II	Co-chair	• What is being voted on: the 5-Year Review of SOSCI 297.	
SUPR 310 Statistics and Research in Sustainable Practices	Co-chair	• What is being voted on: the 5-Year Review of SUPR 310.	
CHEM& 121 Intro to Chemistry	Co-chair	• What is being voted on: the 5-Year Review of CHEM& 121.	

Committee Updates and Discussion Items

Statewide Committee Updates	All	Council for Basic Skills Updates: • There is a lot of standardized testing for BEdA and providers in Washington state are looking other ways to measure placement tests. There is a pilot for new a testing system that will be rolling out soon. • The state is also looking into bringing in a new system for BEdA after finding our current system is missing required standards.
Assessment	Tori	Here is a mini recap of Assessment Committee this year: • In Fall we collected student work to assess our outcomes and over Winter we used our DIA days to assess the student work.

		• When presented at our April DIA, there was concerns about the result of the data and how it was presented. We are now looking into going back and reshaping assessment as a whole. • We are projecting to collect faculty reflections with higher level data next year, and hope to direct more attention to guided pathways in the coming 2 years.
SLC Year's End Review	Teya	If you are interested, we have an opening for faculty co-chair starting this Fall quarter. Great work everyone! Over this 2022-2023 academic year, we have reviewed 141 courses and 2 programs!
Meeting adjourned: 4:39 PM; <mark>next meeting for SLC will be this October in Fall quarter.</mark>		

Cascadia Community College Federation of Teachers
Local 6191, AFT

Report to the Board of Trustees
Cascadia Community College
Meeting Date: November 2023

❖ **Curiosity, Respect, and Trust**

In a November 2, 2023, Op-Ed, NY Times Columnist, David Brooks writes, "We're living in a brutalizing time: Scenes of mass savagery pervade the media. Americans have become vicious toward one another amid our disagreements. Everywhere I go, people are coping with an avalanche of negative emotions: shock, pain, contempt, anger, anxiety, fear."

As teachers of (mostly) young people and as human beings living in this troubled world, faculty at Cascadia find ourselves subsumed by this avalanche every day, in the classroom and our personal lives. We acknowledge the pain that our students and colleagues—and people the world over—are feeling, and consistently strive to offer healing and support, however we can.

To do this, day after day, is overwhelming and makes our already challenging work even more challenging.

But we embrace this challenge and show up in the classroom—in-person and online—with authenticity and compassion for all our students, no matter what their backgrounds, experience, or individual perspectives. We work tirelessly, even when exhausted by world events and professional responsibilities, to manifest learning environments where students flourish and can thrive while pursuing their own aspirations and dreams.

And so, we call on our colleagues and community to extend grace and kindness for each other and to embrace our shared humanity in everything we do. We are all in this together and the only way for any of us to thrive is for all of us to thrive.

Brooks concludes his Op-Ed with these words:

"The most practical thing you can do, even in hard times, is to lead with curiosity, lead with respect, work hard to understand the people you might be taught to detest.

That means seeing people with generous eyes, offering trust to others before they trust you. That means adopting a certain posture toward the world. If you look at others with the eyes of fear and judgment, you will find flaws and menace; but if you look out with a respectful attitude, you'll often find imperfect people enmeshed in uncertainty, doing the best they can."

And so, as imperfect people—faculty, staff, administrators, and students—enmeshed in uncertainty, let us all lead with curiosity and respect, and offer trust to one another every moment, with generous eyes—and minds and hearts, as well.

Report to the Trustees
November Meeting 2023
Events & Advocacy Board
Cascadia College

By Miyuki Sandoval, Advocacy Chair

Events:

The Events and Advocacy Board has currently been working on building an engaging event calendar to serve our students.

- Spooktacular: EAB did an excellent job in collaborating with the UWB on an event hosted on Halloween that was themed around the Netflix series "Wednesday". We expected 300 students to attend but instead attracted 541 attendees this year; a record-breaking number for Spooktacular. Students were provided nitrogen-ice cream, popcorn, and spooky refreshments while they made plushies, touched reptiles, and got their fortune told by a psychic. We received great feedback from students, and it was evident that they had a good time and felt a stronger sense of belonging here on campus.

Advocacy:

- Tabling: EAB is planning on tabling in the lower-level lobby on November 8th from 11:30-12:30 PM. The purpose of this event is to gather student feedback on current Campus Safety issues. Additionally, there will be a Campus Dining Survey being advertised here as well to collect opinions on the Bothell Dining Hall and what can be improved.
- Common Hour: Recently this has been a big priority on the Advocacy side of EAB. There has been a survey created to gather feedback regarding the logistics of adding a Common Hour here at Cascadia. This survey has been administered through handbills, posters, and over social media as well.
- Kody's Question: EAB has started the campaign of "Kody's Question", which is essentially an advocacy question that is written on the whiteboards inside the CC1/CC2 vistas. These questions are refreshed every week, and the number of participants seems to be growing as time moves forward. We have recently asked students, "What events would you like to see on campus?" as well as, "How are the food options here on campus?". We have found that this is a great way to access student feedback pertaining to topics that EAB members may bring forward at committee meetings, furthering the student voice more than ever before.