



CASCADIA COLLEGE BOARD OF TRUSTEES

Wednesday, April 17, 2024



April 10, 2024

Dear Trustees and Community Members:

Spring quarter has arrived and classes are off to a good start. We continue to look at double digit enrollment increases over the same quarter last year, which is good news.

This quarter is also the time for multiple annual events, such as the All-Employee End of Year Celebration (May 22), Commencement (June 7), and final budget approval (June 12). We will also see our Student of Color conferences this quarter, the Foundation's Rose Revival event (May 16), and the WACTC All-Washington Academic Team luncheon where two of our students will be honored for academic achievement.

As always, it is a busy time. The President's activities since the last meeting and VP reports are listed below. See you next week.

Eric Murray
College President

Campus

- Foundation-related meetings (x2)
- College Advisory Council
- Deans & Directors meeting
- April BOT Finance Sub-Committee
- Budget meetings and/or Budget Council (x6)
- DIA Professional Development Day

Community / State

- Leadership Eastside (x2), including second all day retreat
- Bothell Kenmore Chamber of Commerce (x2)
- President's Community Advisory Council
- Kenmore City Council State of the College Address
- Dr. John Mosby, Highline College President

UWB

- LGBTQ Leaders in Higher Ed site visit and reception
- UWB Chancellor

From the Vice President for Administrative Services, Shawna Pitts:

FINANCE

- The Finance team has completed the IPEDS annual information report ahead of its deadline.
- Accounts Receivable (AR): Spring quarter is well underway, and our team (Shyla and Kaiya-Mae) spent the first 3 days helping in the Kodiak Corner and were very busy. The team is also getting ready to start the Running Start invoicing for Winter Quarter. Our team has also taken back the duties that were being handled by our contractor and are now busy processing the BFET billing.
- Accounts Payable (AP): At the start of the calendar year, the team had been working on 170 inquiries and issues sent to the AP finance email, this number not inclusive of routine processes such as invoice entry. Following the expansion of the AP team and the strategic revision of how processes are completed & prioritized, AP finance is pleased to say that at the of March (3/29), this number has been reduced to 10 ongoing inquiries. The team will also start the Asset Management entry task for the college.
- Audits:
 - State Auditor's Office (SAO) Accountability Audit for 2019-2023 (In-progress)
 - Fiscal Year 2021 Audit (Completed)
 - Fiscal Year 2022 Audit (Pending start date)

PAYROLL

- The Payroll Team, in collaboration with Student Learning, processed 44 Associate Faculty contracts and 19 Moonlight contracts for payment in Spring Quarter.
- Payroll completed this year's annual Spring IPEDS HR Survey in collaboration with HR.

Facilities

- The new Interim Director of Facilities and Capital Projects, Miles Alexander, started March 18. He has begun his onboarding and training for facilities. A golf cart was purchased to aid Mail Services and Events for mail/package pick up at the UWB warehouse and for event signage placement on campus.
- Capital Projects: CC5 Team is working on the RFQ packet with DES to submit. This will start the process for hiring a contractor for the project. Once a contractor comes on board, we will move forward with construction documents. We are preparing to submit our site permit to the City of Bothell in April.
- Minor Works (small projects)- Contracts are being prepared for the architect on the following projects:
 - Renovation of the former Stop Watch Cafe space
 - Upgrade to the doors/entry way of the E&I Center
 - Converting the former Chemistry lab to a Biology lab

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

Foundations of E&I Course – We concluded another round of the Foundations of E&I course this month. We facilitated two sessions (Mondays and Thursdays) and another 20+ employees completed the course. We are now getting requests for a refresher course for those who completed it several years ago as well as requests for the ‘Beyond the Foundations’ for those who want to go a bit deeper. To that end, we are working on:

- Foundations of E&I – Summer accelerated session
- Beyond the Foundations – A Deeper Look
- Foundations of E&I – Refresher!

In addition, the summer session will also bring the first monetary earnings as well. We are delighted to offer this course to our community partners and all monies earned will return to the Office of Equity & Inclusion. The Foundations course has truly grown outside of its original ‘box’ and it is wonderful to have the opportunity to share this valuable content and work to help others learn about all of the layers that make equity and inclusion what it is.

Student Justice and Student of Color Conferences – This month we will host two conferences:

- Northwest Educational Service District (NWESD) ‘My Dream, My Journey’ Conference – This is a new partnership and we are very excited to host over 220 students at Cascadia on April 19. There will be several workshops that will include presentations from Cascadia Scholars and the Outreach and Admissions team. The NWESD Migrant Education team serves schools in all Western Washington from Blaine to Vancouver. The goal for our collaboration is to provide access for migrant students to visit the Cascadia campus and offer a new environment for students to be able to learn, dream, plan, and encourage them to discover post-high school opportunities.
- The Riverview School District partnered with the Snoqualmie School District for the first time this year. Their conference will bring over 100 students to campus on Thursday, April 25. The workshops will be provided by the Office of E&I, Outreach and Admissions, and Dr. Jesus Perez will return for a third year (per request) to present his workshop titled, ‘Representation Matters.’ We will offer an ‘Affinity Group’ workshop – this was also a repeated request from last year’s conference. We are very excited to continue this growing partnership with Riverview and welcome a new partnership with the Snoqualmie School District.

Diversity & Equity Center – We are developing a standard approach to assessment and our focus is to continue to capture student, faculty, and staff voice in our ongoing efforts in the Diversity & Equity Center. We learned that the Center served over 300 students last year and we know that we have already exceeded the number this year. We will continue to make campus connections and community partnerships.

In April, the Diversity & Equity Center will highlight Autism Awareness Month with events and discussion in the Center. In addition, we will also host an event on immigration with ‘A Conversation on Immigration: DACA and Know Your Rights.’ In the ‘Center Beyond the Walls’ initiative, we will head outdoors to talk about equity and inclusion in various places on the campus – our first discussion will be on immigration to connect with the ‘Know your Rights’ event.

Cascadia Scholars – Cascadia Scholars will have 18 graduates this year! We are working to help students plan their next steps – whether graduating, or moving into another term at Cascadia. Our mentors continue to support with ‘check-in’ meetings. As we know, our Scholars have said the mentorship is the most valuable for them, followed by the scholarship and resources. Our textbook lending program is growing with many students donating their books at the end of each term. These donations will continue to support our most vulnerable students. This month we will host a ‘Resume and Mock Interview’ workshop and a ‘Game Time’ social event, offering space and time for our Scholars to get to know each other.

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

COMMUNICATIONS & MARKETING

We have been diligently working on the website completion and preparing for the launch on April 4. It was a collective effort and will continue to be for the next year.

Social media is active weekly, and more and more of the college accounts are interacting and creating growth.

We are also reigniting the partnership with Chair10 to launch our Summer/Fall enrollment campaign May 1.

INTERNATIONAL PROGRAMS

Marketing and Recruitment

The Assistant Director of Marketing and Recruitment traveled to Mexico, Colombia, and Turkey to attend student recruitment fairs and agent networking fairs. The IP team conducted Spring 2024 orientation during the week of March 18th and 23 students arrived from Armenia, Brazil, Cambodia, China, D.R. Congo, India, Japan, Morocco, Nepal, Taiwan, Turkmenistan, and Vietnam.

International Advising, Support, and Study Abroad

The IP advising team met with 66 students for drop-in advising and 63 students for appointment for academic, transfer, immigration advising in March. For study abroad, 6 students were advised for Fall 2024 Lyon and Japan programs, and 3 students returned from Australia and New Zealand for Winter 2024 study abroad program.

From the Vice President for Student Learning, Dr. Kerry Levett:

Growing Partnerships

Dean Young and Northshore SD/Innovation High School Representatives Principal Tiffany Rodrigues Garza and lead science faculty member Ashley Crisp have met and will continue meeting to explore pathways and partnerships in STEM. Discussions have centered around shared resources and specific pathways for their students to Cascadia College.

Bock Learning Center/Tutoring Growth

For an executive summary of Bock Learning Center activities and numbers, please see the [linked slide deck](#).

Cascadia in the High School

Spring registration is winding down. Participation in our dual enrollment program, Cascadia in the High School, has nearly doubled since last year due to the removal of the individual fee by the state legislature. Participation gains have been led by Spanish and Math enrollment.

Cascadia Hosts Intercollegiate Relations Council (ICRC)

April 11-12 Cascadia College hosted the Spring 2024 ICRC meeting in Mobius and Innovation Halls. The ICRC “is a unit of the Washington Council on High School College Relations. facilitate transfer between institutions for all students pursuing baccalaureate degrees in Washington State...ICRC works closely with the Washington Student Achievement Council (formerly, Higher Education Coordinating Board), Council of Presidents, Articulation & Transfer Council, Joint Transfer Council (formerly, Joint Access Oversight Group), the State Board for Community and Technical Colleges, and other groups when needed to assist with projects related to transfer articulation and higher education legislation.”(<https://www.wa-council.org/icrc/>)

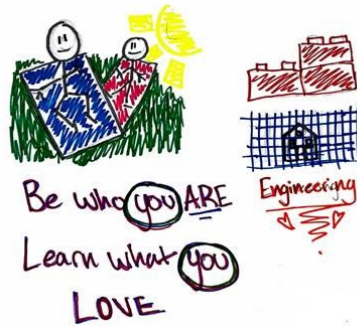
From the Vice President for Student Success Services, Erin Blakeney:

Enrollment Services

The Outreach & Admissions office had a busy and productive March!

- Collaborative presentation with Lake Washington Technical College and Bellevue College for the Lake Washington School District College Nights (110 students)
- Hosted 3 middle school events (110 participants). Einstein Middle School and Kenmore Middle School: we presented to 65 students including an interactive activity where students can share opinions on a few topics such as the cost of education and how fun college can be, followed by a discussion. We also asked students to draw what college looks like to them. We've included a few of those pictures below! LW Tech, UW Bothell, DigiPen and Cascadia presented to 700-800 Northshore Middle School students.
- Attended UWB College Planning Day where we presented to 30 high schoolers, high school counselors, and colleagues from other colleges over four sessions.
- Collaborated with the E&I office for the Student Justice Conference for Northshore School District. There were 250 students and we presented to students about attending Cascadia with the Scholars program.
- Debuted a Feedback Survey to share with visiting schools to get feedback to improve future visits.
- 45 students attended our winter orientation (CORE) sessions. (173% increase over Spring 2023).
- 40 students finish their degrees with Cascadia in winter 2024.

Kenmore Middle School – Student Drawings



Student Advising & Support Services

Running Start Program Outreach March 2024

- Running Start held virtual and in person events in March including virtual event (30 attendees), Bothell High School (150 attendees), Sultan High School (37 attendees), Redmond Together Center (30 attendees), Redmond HS lunchtime tabling (15 attendees)
- Sent out a summer quarter interest survey to 795 students to gauge interest in summer courses. Approximately 100 students are interested in taking classes in summer 2024 as of April 1.

Student Accessibility Services

- 125 students requested accommodations in winter quarter. This is a 21% increase compared to Winter 2023. We also had 22 new students register during the quarter.
- Our demand for American Sign Language (ASL) interpreters started to increase during Winter Quarter. State-wide, the demand for ASL interpreting is high but more interpreters prefer remote work. To keep with demand, SAS now contracts interpreting agencies independent providers.
- SAS's main supplier of accessible digital textbooks (AccessText Network) announced that their service will no longer be available. It was operated by out of Georgia Tech University and caught many colleges and by surprise. Accessible digital textbooks are used by students who use assistive technology and require their textbooks to be in an alternative format (PDF, Braille, increased font size). SAS will be working with other colleges throughout Washington to identify other resources for digital textbooks.

From the Executive Director of the Foundation: Brittany Caldwell

NEXT FUNDRAISING EVENT – PLEASE JOIN US:



19th Annual
Rosé
REVIVAL
...and cool white wines!

May 16, 2024
Woodmark Hotel
Carillon Point, Kirkland Waterfront

CASCADIA COLLEGE FOUNDATION

Seattle UNCORKED

All Proceeds Benefit the Cascadia College Foundation

It's Back! And you're invited!

WINE TASTING EVENT TO BENEFIT CASCADIA

Join us on the beautiful shores of Lake Washington at the Woodmark Hotel at Carillon Point - Kirkland to sip an array of tasty rosé and white wines at the 19th Annual Rosé Revival wine event!

May 16, 2024, 6-9pm

[Tickets/Details](#)

[Volunteers Needed](#)



FUNDRAISING HIGHLIGHTS:

In addition to fundraising year-round for scholarships and other Foundation programs, each year the Foundation Board of Directors reviews and selects recommended fundraising priorities for College programs presented by the E-Team. This year's fundraising priorities are:

Priority 1:	Cascadia Scholars Textbooks and Supplies	<i>Total Raised:</i>	<i>\$5,000</i>
Priority 2:	Cascadia Scholars Scholarships	<i>Total Raised:</i>	<i>\$36,000</i>
Priority 3:	Innovation Hall	<i>Total Raised:</i>	<i>\$52,000</i>
Priority 4:	Cascadia College Redmond	<i>Total Raised:</i>	<i>\$165,392</i>
Priority 5:	Students of Color Conference Sponsorships	<i>Total Raised:</i>	<i>\$5,000</i>

The Foundation Board will be selecting our 2024-25 College fundraising priorities at our upcoming meeting.

GROWING SCHOLARSHIP ENDOWMENT:

We are seeing significant growth in our scholarship endowment due to investment market returns and additional donor contributions. This means we can support more students for years to come. We look forward to sharing more soon!



Board of Trustees Meeting Agenda

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

Executive Session & Regular Meeting
Wednesday, April 17, 2024
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, April 17, 2024
4:00 p.m.**

AGENDA

1. CALL TO ORDER (4:00)

2. CONSENT AGENDA

1. Meeting Agenda
2. Minutes from last meeting – March 20, 2024

3. ACTION ITEM

1. Change of Chair

4. PUBLIC COMMENTS

Cascadia College reserves up to 30 minutes for members of the public to comment on topics related to the meeting's agenda. Each speaker is allotted up to three minutes to provide their comments.

At the discretion of the Board Chair, comments about topics not on the agenda may be heard. Those who wish to provide comment to the board outside of the agenda's allotted time or its designated topics may submit their remarks in writing up to seven calendar days after the conclusion of the meeting. Written comments will be distributed to all board members.

5. NEW EMPLOYEES/PROMOTIONS

Introduction of New Employees/Promotions

6. INFORMATION ITEMS

1. Website (EM)

7. DISCUSSION & PRESENTATION ITEMS

1. Parking Presentation (EM)

2. Strategic Story: AIIS (KL)
3. Monthly Strategic Plan Focus: Cascadia at Redmond (KL)
4. 10th Day Enrollment Numbers (MH)
5. Monthly Finance Focus: Draft Revenues and Expenses (EM)

8. ACTION ITEMS

1. Action Item 2 – Inv Hall Naming Approval (EM)

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 Wednesday, May 15, 2024

12. EXECUTIVE SESSION (6:00pm)

The Board will meet in a 30-minute Executive Session to discuss number 6 below and/or any of the issues listed below:

1. to receive and evaluate complaints against a public officer or employee;
2. to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;
3. to discuss with legal counsel litigation or potential litigation to which the college is, or is likely to become, a party, when public knowledge of the discussion would likely result in adverse consequences to the college;
4. to consider, as a quasi-judicial body, a quasi-judicial matter, between named parties;
5. to consider matters governed by the administrative process act, chapter 34.05 RCW; and/or

- 6. to plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposal made in on-going negotiations or proceedings.**

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
March 20, 2024**

**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; Norman Seabrooks

EXECUTIVE STAFF

Chari Davenport, Dr. Kerry Levett, Erin Blakeney, Meagan Walker, Shawna Pitts, Dr. Eric Murray, Ellen Evans, AAG.

Susan Thomas (recorder)
Thais Lima (presentation assistant)

AREA REPRESENTATIVES

CCCFT Representative – David Shapiro, Senior 2 Tenured Founding Faculty
Student Representative – Miyuki Sandoval, EAB Advocacy Chair
WPEA Representatives – Ryan Higgins

AUDIENCE

Audience members in-person and via Zoom included:
See Addendum A

1. CALL TO ORDER – PUBLIC SESSION (4:00 PM)

Vice Chair Angie Hinojos called the meeting to order at 4:00pm

2. CONSENT AGENDA

Vice Chair Hinojos asked for approval of the consent agenda.

MOTION: Trustee Lee made a motion to approve. Trustee Norman seconded the motion.

APPROVED. Unanimously. No Abstentions.

3. PUBLIC COMMENTS

There were no public comments

4. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS

New Employees

- Nara Tseesuren, Assistant Accounting Manager (Temporary Exempt)

5. INFORMATION ITEMS

- **Faculty Sabbatical Reports (Asynchronous) (KL)**

This month, two faculty share sabbatical podcasts created through the Teaching and Learning Academic podcast series:

- Dr. Nader Nazemi, Tenured Faculty – Senior Two in Political Science & History
- Megan Luce, Tenured Faculty – Senior Two in Developmental Math

6. DISCUSSION/PRESENTATION ITEMS

- **UW Library Update**

Dr. Murray introduced Dr. Richard Lewis, Associate Dean of University Libraries who oversees the UWB/Cascadia campus. Dr. Lewis shared on an overview of services available to students and milestones through four operational areas. It's a unique Intersection to have three distinct colleges: Campus Library Cascadia/UW Bothell/UW Seattle. See slide deck for detailed information.

- Public Services (circulation, technology services, reference)
- Collections (print and digital) 7+ million print volumes throughout UW Libraries, including 100k print volumes onsite. Also over 1.7M electronic books are available.
- Teaching & Learning (providing classroom instruction with faculty)
- Space & Events – Space is now including study pods and reservable group study areas. Events include Fairs, Popup Arcade and longer hours.

Comments/Questions

- Trustee Ponto appreciated the presentation and commented that this is a total bright spot story and is thankful for the great work.
- Chair Quint shared that having taught at UW Bothell she knows that librarians are an amazing resource; they co-teach with instructors as well as help to build critical thinking skills in our students.
- Vice Chair Hinojos appreciated the innovation and creativity.

- **Monthly Finance Report March Update (EM)**

Dr. Eric Murray presented this report including the following topics; see slide deck for details:

- Status of Reserves: First Read
- Upcoming Fee Discussion: Parking

Comments/Questions

- Trustee Lee understands this is a work in progress and the college has been very fiscally responsible over the years.
- Vice Chair Hinojos wondered about the timeline for the investment. Trustee Lee indicated that the timeline will be reviewed for plans on the upcoming funding needs.
- Trustee Seabrooks asked where the funds will be invested. Trustee Lee explained the options available depending on the timeframe.

- **Mission Fulfillment Moment: Continuous Students (KL)**
Dr. Kerry Levett presented the Continuation and New Student slide deck.
 - Comparisons pre-post pandemic: Continuing, Transfer, Former and New Students
 - Impacts
 - Next Actions

7. RECOMMENDED ACTION ITEMS

- **Continue Writing Fee Proposal Justification (KL)**
Last year, the Board of Trustees approved a fee levied on English composition classes to support the development of our Embedded Writing Tutor program. This fee was used to supplement an existing stipend for the Writing Liaison so that a full reassignment for the incumbent would enable them to redevelop training materials, effectively observe and professionally develop the ETs, and to assist the faculty to whom they are assigned in effective use of the ETs for the benefit of their students. This model seeks to foster greater infusion of writing as process, student voice, and a culture of writing so that students gain a greater sense of agency. The fee has been levied on English 101, 102, and 235. The executive team recommends one more year of assessing the fee with a final decision on permanence made next March.

Comments/Questions:

- Trustee Ponto asked if students pay for these fees when enrolling. In theory, yes.
- Vice Chair Hinojos asked about the data we have on students using these services. Dr. Levett mentioned we have only Fall data so there is nothing quantitative yet.
- Vice Chair Hinojos mentioned continuing this for one more year would provide more data. Have we looked at other avenues so students wouldn't have to take it on? We will next year after review of the data.

Motion to approve: Trustee Ponto

Seconded: Trustee Lee

APPROVED: Unanimous. No abstentions

8. OTHER REPORTS

- **Cascadia Events & Advocacy Board (EAP)**
Advocacy Board Chair Miyuki Sandoval was present to share information about recent student events.
 - Comedy Night: EAB welcomed the comedian Ben Palmer to campus this past month and it was a great, lighthearted event
 - Celestial Ball: In collaboration with the UWBs Campus Events Board, EAB held the Celestial Ball - a night full of dancing, an intergalactic photo booth, and a planetarium. 167 students came to enjoy the event.
 - S&A Fee Committee + Oreo Tasting: As a clever way to market Budget Committee applications, EAB provided an Oreo tasting to draw students in.

While picking out from the wide selection of flavors, EAB members were able to chat and advertise the S&A Budget Committee Applications which were due the following week.

- Club Council Feedback: EAB Advocacy Chair Miyuki paid a visit to Club Council to collect feedback and gather information pertaining to extending library hours before and during Finals week, as well as bringing awareness to the Parking Forum on March 14th and 15th.

Comments/Questions:

- Vice Chair Hinojos was thankful for the advocacy and for making it fun while increasing student participation.
- **Cascadia Community College Federation of Teachers (CCCFT)**
David Shapiro was not in attendance, but shared the following in his report in the board packet:
 - **CCCFT General Membership Meeting:** CCCFT held a General Membership meeting on Friday, February 29, 2024. We shared information from the AFT-WA Lobby Day in Olympia on Presidents' Day, updates on CCCFT activity of late, and began preparing for Steering Committee elections in spring quarter as well as having a broad discussion of aspirations for bargaining next year.
- **Cascadia Classified Union Washington Public Employees Association (WPEA)**
Ryan Higgins shared that his report includes the same items as last month. Same items as last month
 - **PEBB Benefits** eligibility and rules
 - **Union Bargaining** for the WPEA 2025-2027 Higher Education Contact is set to begin soon.
 - **WPEA Scholarships** submissions are open now through April 30th.
- **Board Chair and Individual Board Members**
 - **Trustee Lee** attended the March 4th LWDS Board Meeting and gave Cascadia College updates, which are always well received.
 - **Vice Chair Hinojos** is advocating and speaking up for mixed status families regarding the challenges related to the FAFSA.
- **President**
 - Dr. Eric Murray suggested we have a presentation on FAFSA next month
 - Celebrate that we received NWCCU approval for new Bachelors of Science degree
 - Celebrating the Foundation Pay it Forward event made \$70,000, and now we have a larger donor database going forward. We are also looking forward to the Foundation's Rose Revival Wine Event on May 16.
 - Next month we will hear from the head of the Parking Services Program with

Chancellor Esterberg in attendance. This will provide us a chance to have a better understanding of the proposed fee increase. Our Board and the Board of Regents will need to agree on this to move forward.

- School District notes will be out next Monday. Dr. Murray met with Dr. Holmen, the Superintendent of LWSD last week. Superintendent Holman is still very invested in the college.
- Dr. Murray will be on vacation tomorrow and Friday; Erin Blakeney will be acting president during this time.

9. OTHER BUSINESS/ANNOUNCEMENTS

No other announcements.

10. MEETING ADJOURNMENT

Vice Chair Hinojos adjourned the regular meeting at 5:05pm in order to adjourn for Executive Session beginning at 5:10pm.

11. Minutes Approved and Adopted on, April 17, 2024.

Meghan Quint, Board Chair

Attest:

Dr. Eric Murray, President

Bdminutes03202024

Addendum A

Board of Trustees Meeting Attendance	Present
Eric Murray, President	X
Shawna Pitts	X
Chari Davenport, VP	X
Kerry Levett, VP	X
Erin Blakeney, VP	X
Meagan Walker, VP	X
Ellen Evans, AAG	X
Meghan Quint, Chair	X
Angie Hinojos, Vice Chair	X
Alex Lee, Trustee	X
Colleen Ponto, Trustee	X
Norm Seabrooks, Trustee	X
Ryan Higgins	X
Miyuki Sandoval	X
Susan Thomas	X
Thais Lima	X
Becky Riopel	X
Michael Horn	X
Yukari Zednick	X
Kristina Young	X
Jason Rue	X
Ginny Jackson	X
Shannon Bath	X
Akanksha Joshi	X
Richard Lewis	X
Kelly Oshiro	X
Lynn Allen	X
Zuzann Regan	X
Bryan Fauth	X

Mike Fong	X
Larissa Tikhonova	X
Leslie Hurst	X
Nara Tseesuren	X
Teya Viola	X

DRAFT

Cascadia College Board of Trustees

Action Item 1

Subject: Change of Chair

Justification:

The Trustees must vote to designate or change the Chair of the Board

Background:

Due to personal family issues, the current Board Chair has requested to step down from her role. The Board must now elect a new Chair, and possibly a Vice Chair.

Discussion:

The current Vice Chair, Angie Hinojos, has agreed to step into the role of Chair for the remainder of the year (April, May, June, August Retreat, Sept, Oct). If elected to serve as chair, a Vice Chair must be selected as well.

Action:

“The Board moves to approve _____ as Chair of the Board for the remainder of the year and moves to approve _____ as Vice Chair for the remainder of the year.”

Vote/Adoption:

Trustee makes the motion: _____

Trustee seconds the motion: _____

	Yes	No	Abstain
Hinojos			
Lee			
Ponto			
Quint			
Seabrooks			

**Cascadia College Board of Trustees
NEW EMPLOYEES and/or PROMOTIONS**

Subject: New Employees and/or Promotions

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

Details: The following employees have joined Cascadia since the last Board meeting:

Mike Fong, Assistant Director of Natural Science Labs

Mike has vast experience in lab safety protocol, procurement, budgetary oversight, creation of standard operating procedures (SOPs), chemical/hazardous waste collections, and risk mitigation for chemical handling/exposure at the following academic institutions: San Jose State University, Evergreen Valley College, San Jose City College, Mission College, Sierra College, and Sacramento State University. He was a professor of biology at Evergreen Valley College, San Jose City College, Mission College, Sierra College, Cosumnes River College, and Sacramento State University. Currently, Mike is a faculty member at Edmonds Community College and Cascadia College.

His most recent private sector experience was at Amazon, where he served as program manager for the Spheres Project. He was responsible for team management, reporting on budget and key performance indicators, enforcing LNI and USDA standards for greenhouse facilities, development of the Spheres STEM program curricula, organizing staff safety trainings, managing multiple projects, asset protection, and ongoing development and implementation of standard operating procedures. When not behind the podium or at a desk, he enjoys hiking, camping, snowboarding, and horticulture. He resides in Woodinville.

Miles Alexander, Interim Director of Facilities

Miles joins Cascadia after spending over 15 years in the hospitality industry. His time in the hospitality industry took him on a journey from being a line cook to Chief Engineer to eventually Assist General Manager. Miles brings a skill set to facilities that includes Accounts Payable and payroll processing, budgeting, project management on small construction projects, building maintenance and management as well as an overall customer service mindset.

Miles and his wife Nicole have two children, Malen and Emma Lynn. Miles enjoys going to hockey games and watching sports with his sons and watching Disney movies with Emma.

He also enjoys traveling to new places, meeting new people and trying new restaurants with his family. Miles is a history buff and enjoys sharing random facts about history or even in general.

Ysidoro Ramos, Basic Needs Navigator (Permanent Exempt, Grant-Funded)

As the Basic Needs Navigator, Ysi will be supporting students who are experiencing insecurity with food, housing, and other basic needs. Ysi grew up in Oshkosh, Wisconsin (Like the overalls) but has lived in Washington State since 2001. Ysi is a former Cascadia graduate. He's spent several years with the REACH Project, providing Outreach and Case Management services to unhoused people in downtown Seattle. He is excited about joining the team here at Cascadia and contributing to his community in a new way.

Cascadia College Board of Trustees

Information Item 1

Subject: New Website

Background:

Over the last 15 months, the Marketing and Communications department, in coordination with the Student Learning and Student Success Services departments (which tackled the Academic Programs pages), developed a new college website. The project relied on content and coordination with all campus departments. The website launched on April 4.

The goals of this new website included:

- Increasing enrollment among all student populations
- Providing prospective and current students easy access to relevant information
- Aligning the site with Areas of Interest and Pathways
- Improving mobile device experience
- Improving architecture and search function
- Exceed accessibility standards
- Significantly reducing the number of pages and links

As with all launches of new technology, continual improvement and upkeep is necessary. These efforts will be housed within Marketing and Communications.

Cascadia College Board of Trustees

Discussion Item 1

Subject: Parking Fee Analysis

Justification:

The Trustees must approve all fees and increases.

Background:

State legislation requires that all parking operations, capital, and infrastructure on community college and university campuses be self-supporting. To accomplish this, Cascadia has charged a parking fee to all users.

Depending on the infrastructure and needs of each unique campus, this parking fee varies. For community colleges that have the necessary space available for parking, associated parking fees have been minimal. For Cascadia and UWB, enrollment growth and capital expansion triggered city-required parking expansion.

Cascadia and UWB began this expansion of parking before the pandemic and ended it with the opening of the “West Garage” at the cost of \$30M. This money was borrowed through a Trustee-approved COP (state loan).

Parking revenues plummeted during the pandemic when the lots were used minimally. New academic modalities post-pandemic are also impacting user revenues. While the need still exists, user level has decreased.

As we seek to maintain the parking program and pay back the \$30M loan, the administrative parking staff conducted a review of expenses and revenues. They will share this analysis with the Board at the meeting. If possible, Chancellor Esterberg from UWB will also be in attendance.

The analysis indicates a need to increase the parking fee. This increase will be discussed at the April & May meetings with a final vote by the Trustees at the June meeting.

The UW Board of Regents must also approve this fee. If the Trustees and the Regents disagree on the path forward, then the Chairs of each Board must meet to discuss possible solutions.

Supporting Documents:

- Recommended action by the joint Commuter Services Committee
 - **NOTE: The Cascadia College executive team and President are not making a recommendation at this time. This attached recommendation comes from the CSC. In the May Trustee meeting, there will a suggested action item from college leadership. No action is requested from the Board at the April meeting.**
- Powerpoint by Campus Commuter Services

Discussion:

These questions could be entertained throughout the presentation:

- Are there alternatives to increasing the fee?
- What is the impact on students?
- What is the impact on employees?
- What is the status of the “Parking Reserve”?

Approve FY2025-FY2027 Parking Rate Changes at UW Bothell/Cascadia College

RECOMMENDED ACTION

It is the recommendation of the administration that the Cascadia Board of Trustees approve parking permit rate increases for FY25 - FY27 at UW Bothell / Cascadia College campus effective September 1, 2024. The campus has not increased Parking Permit or U-PASS rates since September 1, 2021. Rate increases are now being proposed in conjunction with UW Bothell via their parallel approval processes and governing Board of Regents. Additionally, we are recommending that we maintain UPASS/ORCA rates at the current rates.

BACKGROUND

The Commuter Services Advisory Committee (CSAC) meets regularly during the academic year to review current facilities, capacity, policies, operations, sustainability goals, and finances. One of the goals of the CSAC is to review the financial status of the operations and recommend new rates as needed for future operations.

Parking operations and transportation management programs at the collocated UW Bothell / Cascadia College campus are self-sustaining activities. Transportation operations, bike lockers, parking area maintenance, vehicle charging stations, debt service for the West Parking garage, and capital expenses are supported by parking revenue from both UW Bothell and Cascadia College. By design, the proposed Parking Permit rate adjustments create incentives for the use of alternative modes of transportation, to encourage greater compliance with parking rules, meet state required trip reduction goals, improve relationships with the City of Bothell, and minimize financial barriers to educational access. UW Bothell Facilities Services & Campus Operations modeled multiple scenarios knowing that parking rates need to increase due to the financial operating costs and obligations associated with inflation, with the West parking Garage payments, and pressing deferred maintenance items. Outreach was conducted with two parking forums held on March 14th, 2024, and March 15th, 2024 where the effects of different rate increases were modeled and discussed.

RATE CHANGE RECOMMENDATION

We recommend gradual increases in quarterly and annual parking permit rates, beginning in FY2025 and continuing through FY2027. In FY25, this will result in a quarterly increase of about 4% or \$9 per quarter (or \$3 per month) for a Single Occupancy Vehicle (SOV) or carpool permit, and smaller increases for 3 day or 2 day permits. Similar increases are also proposed for FY26 and FY27, to help keep pace with inflation and meet staffing and maintenance costs. Even with these parking permit rate increases, the parking operations will run annual deficits, that can be covered with carryover funds.

The UPASS/ORCA rate for students was historically tied to the 2-day parking permit rate with the intention that the UPASS/ORCA program would be partially subsidized by parking permit revenue. In the last two years, the transit expenses booked under UPASS/ORCA has shifted downward. Therefore, it is recommended that we maintain the price of the UPASS/ORCA product at the current rate for the next three years. Keeping the UPASS/ORCA rate unchanged may encourage transit ridership, decrease congestion, reduce the need for parking infrastructure, encourage students to embrace transit ridership, and reduce the number of Single Occupancy Vehicles (SOV's) on campus.

REVIEW AND APPROVAL

Communications with the campus community regarding current financial impacts and potential rate increases have included:

- UW Bothell/Cascadia College Transportation Forums (held on March 14, 2024, and March 15, 2024).
- ASUWB, on April-8-2024
- Cascadia College Events and Advocacy Board (EAB) on April-09-2024
- Regular reporting to the Commuter Services Advisory Committee meetings throughout the FY24 academic year.

According to [WAC 132Z-116-200](#), “The institutions' governing boards shall adopt parking fees, specifying the charge per day, quarter, and year. Each institution may set its own rates for quarterly and yearly permits, but the rates for daily parking permits must be uniform for both institutions.”

Attachments

1. Current and Proposed Parking & U-Pass Rates for FY2024 (current) and FY2025 through FY 2027 (proposed)



ATTACHMENT 1

Current and Proposed Parking & U-PASS Rates for FY 2024-2027

Parking Permit Type	Rate Recommendation				Rate Change		
	Current FY24	FY25	FY26	FY27	FY25	FY26	FY27
Daily Permit	\$10	\$10	\$11	\$12	\$0	\$1	\$1
Daily- Night/Weekend	\$4	\$4	\$5	\$5	\$0	\$1	\$0
Quarterly Permit – Full	\$225	\$234	\$243	\$253	\$9	\$9	\$10
Quarterly Permit – 3 Day/week	\$170	\$177	\$184	\$191	\$7	\$7	\$7
Quarterly Permit - 2 Day/week	\$127	\$132	\$137	\$143	\$5	\$5	\$6
UPASS - Quarterly	\$127	\$127	\$127	\$127	\$0	\$0	\$0
Motorcycle – Quarterly - Full	\$86	\$86	\$86	\$86	\$0	\$0	\$0
Carpool – Quarterly -Full	\$225	\$234	\$243	\$253	\$9	\$9	\$10

* **Night permit valid 9:00 PM to 5:00 AM**

Transportation Forum

March 2024

Martin Arroyo



UW Bothell - Cascadia College Transportation Basics

- Support the Campus enrollment and growth plans
- Develop objectives for maintaining financially healthy and self-sustaining auxiliary enterprise
- Make progress towards reducing our transportation related carbon footprint
- Advise proposals that may be necessary to manage parking demand, generate revenue for system expenses, and fund transportation related improvements
- Respect equity and inclusion impacts of transportation related matters
- Provide recommendations to the UWB Chancellor and the CC President for possible action by the respective governing board

Parking Portfolio

- ~ 2,870 parking spaces
- 3 parking structures
- 2 leased parking areas UWBB and UWBX
 - UWBX lease ended (w/ exception)
 - UWBB lease ending in a few years TBD
- 52 Disability parking spaces
- 32 EV Charging stations
 - Infrastructure to install more
- 3 EV vehicles in Commuter Services Fleet



Photo: West parking garage

Financial Challenges

- Program costs currently exceed revenue
 - Trend will continue without adjustments
- Annual Mortgage payment is ~1.9M / Year
- Selling fewer permits compared to 2019
- Deferred Maintenance must be addressed

Commuter Options

- Transit – King County, Sound Transit, and Community Transit
- Driving and parking
- Walking
- Biking
- Carpool
- Long Board
- Drop Off
- Transportation Networking Companies; Uber and Lift



Commuter Services Provides the Following:

EV Chargers



Skateboard Racks



Bike Repair Stations



Bike Racks



Bike Lockers

Current & Quarterly Rates

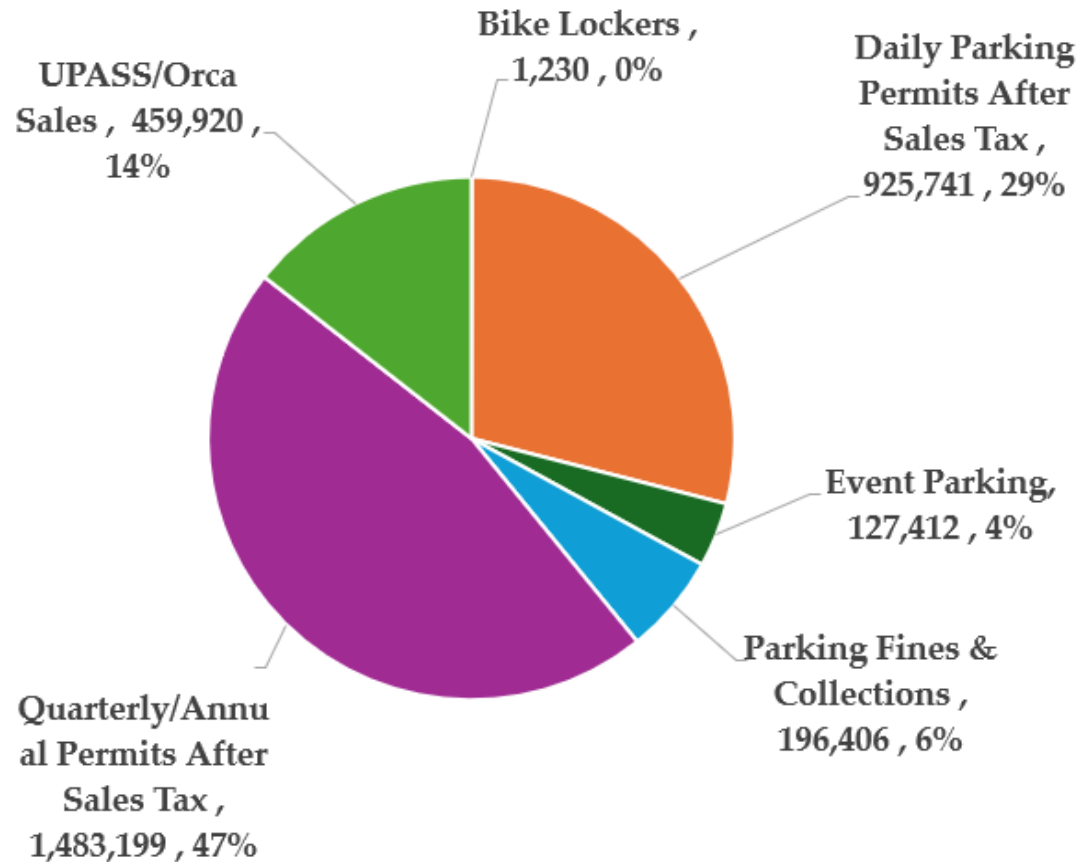
Type	Price
Faculty/Staff Annual	\$900
Student Academic Annual (Aut – Spr)	\$675
Quarterly	\$225
Quarterly: 3-Day	\$170
Quarterly: 2-Day	\$127
Summer A Term	\$112.50
Summer B Term	\$112.50
Carpool Quarterly	\$225
Resident Quarterly	\$270
Resident Student Academic Annual (Aut – Spr)	\$810
Motorcycle Quarterly	\$86
U-PASS - Quarterly	\$127

Current Daily Parking Rates

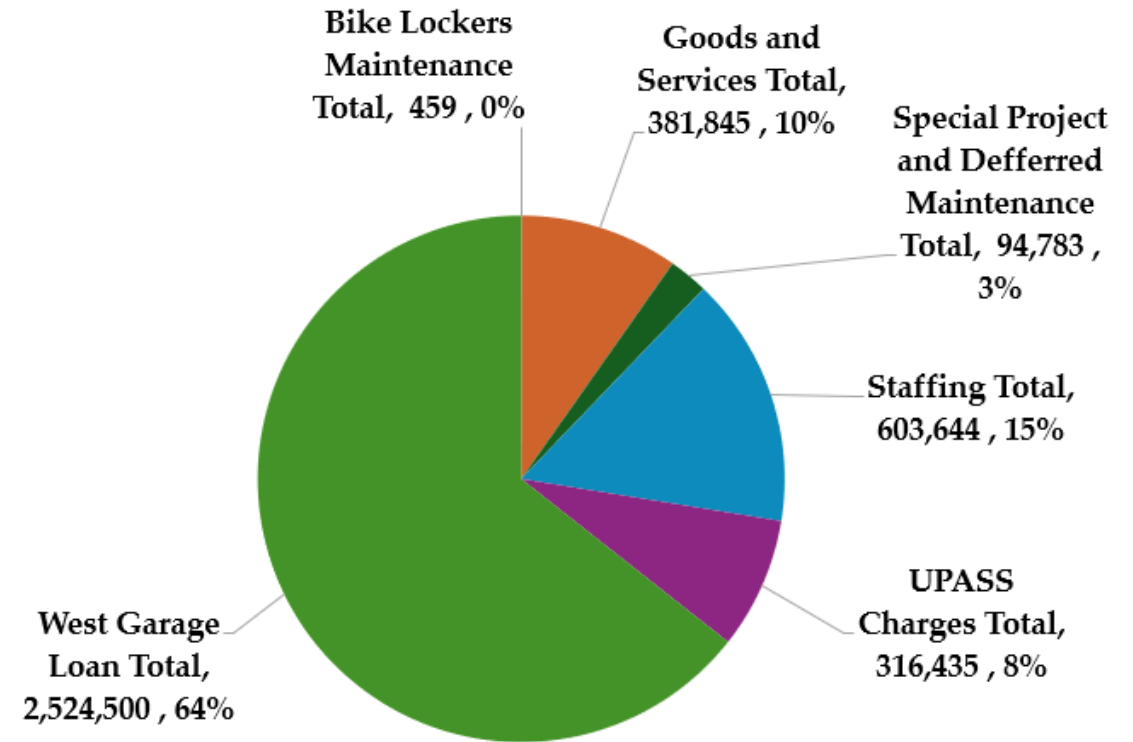
Time	Rate
Per hour	\$2.00
All day	\$10.00
Nights (9:00pm - 5:00am)	\$6.00
Saturday & Sunday Premium Parking Areas	\$4.00/ Day
Complimentary Weekend Parking (Select Areas – Upper surface lots, UWBB, and Chase House)	No Charge

Sources and Uses of Funds FY2023

Commuter Services Sources of Funds FY'23



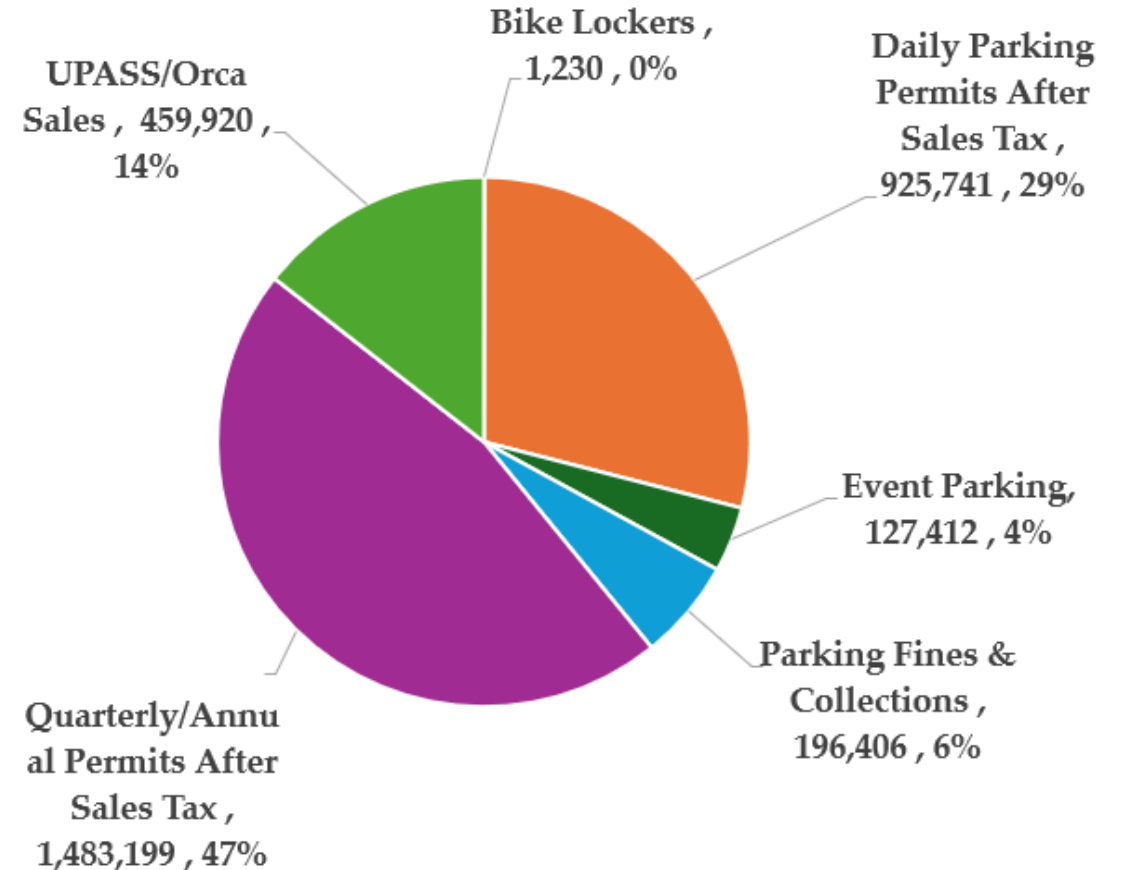
Commuter Services Uses of Funds FY'23



Sources of Funds FY2023

Commuter Services Sources of Funds FY'23

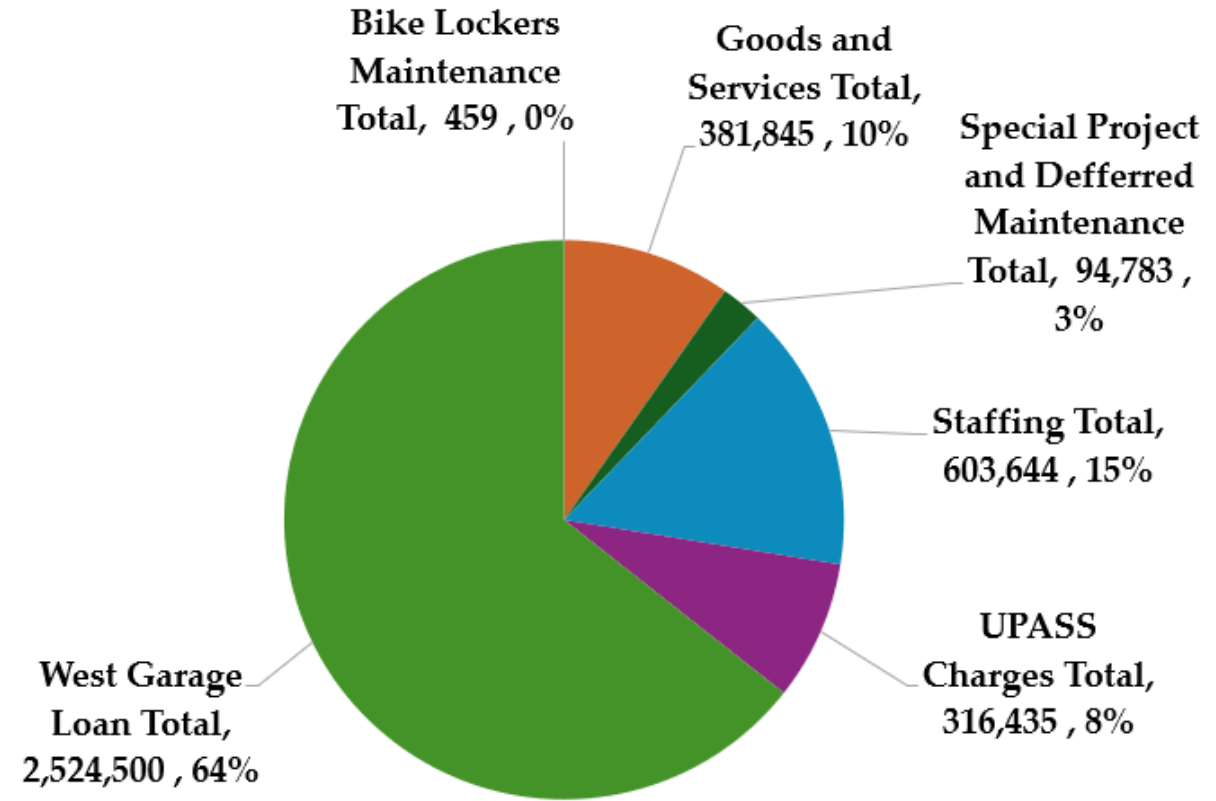
0%	Bike Lockers	1,230
29%	Daily Parking Permits After Sales Tax	925,741
4%	Event Parking	127,412
6%	Parking Fines & Collections	196,406
46%	Quarterly/Annual Permits After Sales Tax	1,483,199
14%	UPASS/Orca Sales	459,920
100%	Grand Total	3,193,909



Uses of Funds FY2023

Bike Lockers Maintenance Total	459	0%
Goods and Services Total	381,845	10%
Special Project and Deferred Maintenance Total	94,783	2%
Staffing Total	603,644	15%
UPASS Charges Total	316,435	8%
West Garage Loan Total	2,524,500	64%
Grand Total	3,921,667	

Commuter Services Uses of Funds FY'23



West Garage Financials

- In 2019; loan details were finalized: 3.85% interest rate
- \$30M loan for garage with 606 spaces
 - \$50,000/ parking space
- Biannual payments occurring in June and December
- First payment due at the end of 2019
- 25 year loan duration
- Loan payment will be about \$1.98M annually
 - Approximately 43% of the annual expenditures for Commuter Services



Photo: West Parking Garage

Scenario #1 – 3% Rate Increase

Scenario #1 - 3% Rate Increase					
Projected Rates	2023	2024	2025	2026	2027
Daily - Daytime Rate	\$ 10	\$ 10	\$ 10	\$ 11	\$ 12
Daily - Nights/Weekends	\$ 6	\$ 4	\$ 4	\$ 5	\$ 5
Weekday Hourly	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.25
Parking - Student Annual	\$ 675	\$ 675	\$ 695	\$ 716	\$ 738
Parking - Faculty/Staff Annual	\$ 900	\$ 900	\$ 927	\$ 955	\$ 983
Parking- Full	\$ 225	\$ 225	\$ 232	\$ 239	\$ 246
Parking 3 Day	\$ 170	\$ 170	\$ 175	\$ 180	\$ 186
Parking 2 Day	\$ 127	\$ 127	\$ 131	\$ 135	\$ 139
UPass	\$ 127	\$ 127	\$ 131	\$ 135	\$ 139
Motorcycle	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86
Car Pool	\$ 225	\$ 225	\$ 232	\$ 239	\$ 246
Residential Overnight - Quarterly	n/a	\$ 270	\$ 278	\$ 286	\$ 295
Residential Overnight - Annual	n/a	\$ 810	\$ 834	\$ 859	\$ 885

* 3% increase on multi day permits (annual, quarterly full, 2 day, and 3 day)



Total Projected Revenue with 3% Increase

	2023 Actual	2024 Projected	2025	2026	2027
Parking Revenue, Projected	\$ 2,563,272	\$ 2,588,905	\$ 2,647,155	\$ 2,781,209	\$ 2,924,748
Parking Fines/Collections	196,406	129,445	132,358	139,060	146,237
Total Parking Revenue, Projected	\$ 2,759,678	\$ 2,718,350	\$ 2,779,513	\$ 2,920,269	\$ 3,070,985
	2023 Actual	2024 Projected	2025	2026	2027
Personnel	\$ 601,523	\$ 619,569	\$ 638,156	\$ 657,300	\$ 677,019
Non-Salary Operations	\$ 479,209	\$ 775,046	\$ 798,298	\$ 822,246	\$ 846,914
Total Operations & Personnel Expenditures	\$ 1,080,732	\$ 1,113,154	\$ 1,146,549	\$ 1,180,945	\$ 1,216,373
Loan Repayment	\$ 2,524,500	\$ 1,890,500	\$ 1,867,375	\$ 1,888,750	\$ 1,889,500
Deferred Maintenance	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Total Expenditures	\$ 3,605,232	\$ 3,203,654	\$ 3,213,924	\$ 3,269,695	\$ 3,305,873
Parking Operations (Surplus)/Deficit	\$ (845,554)	\$ (485,304)	\$ (434,411)	\$ (349,426)	\$ (234,888)
UPASS Revenue, Projected	\$ 477,631	\$ 482,407	\$ 496,880	\$ 511,786	\$ 527,139
<i>UPASS Costs</i>	\$ 316,435	\$ 325,928	\$ 335,706	\$ 345,777	\$ 356,150
UPASS Net, Projected	\$ 161,196	\$ 156,479	\$ 161,174	\$ 166,009	\$ 170,989
Beginning Cash	\$ 4,429,360	\$ 3,745,002	\$ 3,416,177	\$ 3,142,940	\$ 2,959,523
Ending Cash Balance	\$ 3,745,002	\$ 3,416,177	\$ 3,142,940	\$ 2,959,523	\$ 2,895,624



Scenario #2 – 4% Rate Increase

Scenario #2 - 4% Rate Increase					
Projected Rates	2023	2024	2025	2026	2027
Daily - Daytime Rate	\$ 10	\$ 10	\$ 10	\$ 11	\$ 12
Daily - Nights/Weekends	\$ 6	\$ 4	\$ 4	\$ 5	\$ 5
Weekday Hourly	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.25
Parking - Student Annual	\$ 675	\$ 675	\$ 702	\$ 730	\$ 759
Parking - Faculty/Staff Annual	\$ 900	\$ 900	\$ 936	\$ 973	\$ 1,012
Parking- Full	\$ 225	\$ 225	\$ 234	\$ 243	\$ 253
Parking 3 Day	\$ 170	\$ 170	\$ 177	\$ 184	\$ 191
Parking 2 Day	\$ 127	\$ 127	\$ 132	\$ 137	\$ 143
UPass	\$ 127	\$ 127	\$ 132	\$ 137	\$ 143
Motorcycle	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86
Car Pool	\$ 225	\$ 225	\$ 234	\$ 243	\$ 253
Residential Overnight - Quarterly	n/a	\$ 270	\$ 281	\$ 292	\$ 304
Residential Overnight - Annual	n/a	\$ 810	\$ 842	\$ 876	\$ 911

* 4% increase on multi day permits (annual, quarterly full, 2 day, and 3 day)



Total Projected Revenue, Expenses, and Ending Cash Balance W/ 4% Increase

	2023 Actual	2024 Projected	2025	2026	2027
Parking Revenue, Projected	\$ 2,563,272	\$ 2,588,905	\$ 2,665,277	\$ 2,818,722	\$ 2,982,987
Parking Fines/Collections	196,406	129,445	133,264	140,936	149,149
Total Parking Revenue, Projected	\$ 2,759,678	\$ 2,718,350	\$ 2,798,541	\$ 2,959,658	\$ 3,132,137
	2023 Actual	2024 Projected	2025	2026	2027
Personnel	\$ 601,523	\$ 619,569	\$ 638,156	\$ 657,300	\$ 677,019
Non-Salary Operations	\$ 479,209	\$ 775,046	\$ 798,298	\$ 822,246	\$ 846,914
Total Operations & Personnel Expenditures	\$ 1,080,732	\$ 1,113,154	\$ 1,146,549	\$ 1,180,945	\$ 1,216,373
Loan Repayment	\$ 2,524,500	\$ 1,890,500	\$ 1,867,375	\$ 1,888,750	\$ 1,889,500
Deferred Maintenance	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Total Expenditures	\$ 3,605,232	\$ 3,203,654	\$ 3,213,924	\$ 3,269,695	\$ 3,305,873
Parking Operations (Surplus)/Deficit	\$ (845,554)	\$ (485,304)	\$ (415,382)	\$ (310,037)	\$ (173,737)
UPASS Revenue, Projected	\$ 477,631	\$ 482,407	\$ 501,704	\$ 521,772	\$ 542,643
<i>UPASS Fees</i>	<i>\$ 316,435</i>	<i>\$ 325,928</i>	<i>\$ 335,706</i>	<i>\$ 345,777</i>	<i>\$ 356,150</i>
UPASS Net	\$ 161,196	\$ 156,479	\$ 165,998	\$ 175,995	\$ 186,492
Beginning Cash	\$ 4,429,360	\$ 3,745,002	\$ 3,416,177	\$ 3,166,793	\$ 3,032,750
Ending Cash Balance	\$ 3,745,002	\$ 3,416,177	\$ 3,166,793	\$ 3,032,750	\$ 3,045,506

Scenario #3 – 5% Rate Increase

Scenario #3 - 5% Rate Increase					
Projected Rates	2023	2024	2025	2026	2027
Daily - Daytime Rate	\$ 10	\$ 10	\$ 10	\$ 11	\$ 12
Daily - Nights/Weekends	\$ 6	\$ 4	\$ 4	\$ 5	\$ 5
Weekday Hourly	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.25
Parking - Student Annual	\$ 675	\$ 675	\$ 709	\$ 744	\$ 781
Parking - Faculty/Staff Annual	\$ 900	\$ 900	\$ 945	\$ 992	\$ 1,042
Parking- Full	\$ 225	\$ 225	\$ 236	\$ 248	\$ 260
Parking 3 Day	\$ 170	\$ 170	\$ 179	\$ 187	\$ 197
Parking 2 Day	\$ 127	\$ 127	\$ 133	\$ 140	\$ 147
UPass	\$ 127	\$ 127	\$ 133	\$ 140	\$ 147
Motorcycle	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86
Car Pool	\$ 225	\$ 225	\$ 236	\$ 248	\$ 260
Residential Overnight - Quarterly	n/a	\$ 270	\$ 284	\$ 298	\$ 313
Residential Overnight - Annual	n/a	\$ 810	\$ 851	\$ 893	\$ 938

5% increase on multi day permits (annual and quarterly)



Total Projected Revenue, Expenses, and Ending Cash Balance W/ 5% Increase

	2023 Actual	2024 Projected	2025	2026	2027
Parking Revenue, Projected	\$ 2,563,272	\$ 2,588,905	\$ 2,683,400	\$ 2,856,597	\$ 3,042,358
Parking Fines/Collections	196,406	129,445	134,170	142,830	152,118
Total Parking Revenue, Projected	\$ 2,759,678	\$ 2,718,350	\$ 2,817,570	\$ 2,999,427	\$ 3,194,476
	2023 Actual	2024 Projected	2025	2026	2027
Personnel	\$ 601,523	\$ 619,569	\$ 638,156	\$ 657,300	\$ 677,019
Non-Salary Operations	\$ 479,209	\$ 775,046	\$ 798,298	\$ 822,246	\$ 846,914
Total Operations & Personnel Expenditures	\$ 1,080,732	\$ 1,113,154	\$ 1,146,549	\$ 1,180,945	\$ 1,216,373
Loan Repayment	\$ 2,524,500	\$ 1,890,500	\$ 1,867,375	\$ 1,888,750	\$ 1,889,500
Deferred Maintenance	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Total Expenditures	\$ 3,605,232	\$ 3,203,654	\$ 3,213,924	\$ 3,269,695	\$ 3,305,873
Parking Operations (Surplus)/Deficit	\$ (845,554)	\$ (485,304)	\$ (396,354)	\$ (270,268)	\$ (111,398)
UPASS Revenue, Projected	\$ 477,631	\$ 482,407	\$ 506,528	\$ 531,854	\$ 558,447
UPASS Net	\$ 161,196	\$ 156,479	\$ 170,822	\$ 186,077	\$ 202,296
Beginning Cash	\$ 4,429,360	\$ 3,745,002	\$ 3,416,177	\$ 3,190,645	\$ 3,106,454
Ending Cash Balance	\$ 3,745,002	\$ 3,416,177	\$ 3,190,645	\$ 3,106,454	\$ 3,197,353



How Rate Change Process

Facilities Staff analyzes historical revenue & Expenses

Facilities Staff estimates future revenue & expenses

Commuter Services Advisory Committee reviews options

Update options with campus community & receive feedback

Review Options with Cascadia and UW Bothell Executive Leadership

Determine option and present CC Board of Trustees and UW Board of Regents

Upon approval: implement adjustment



Common Questions

Why isn't parking free?

All universities in the state of Washington are supported by user fees. This means that only community members who use the resource pay for the resource. Individuals who choose to walk, take transit, bike, or ride with someone else do not pay for a resource that they do not use. Like any healthy business entity, reserves must be in place to use for unexpected events.

Common Questions

Why is a multi/three-year rate increase being proposed?

- Provides completion of capital and maintenance projects within three years.
- Expenses are expected to be higher than revenue and operations are currently tapping into reserves, which is not sustainable.
- During the pandemic, austerity measures were undertaken, and deferred maintenance items must be addressed. This includes painting, power washing, structural assessments, and preventative maintenance.

Common Questions

What Maintenance and Operations costs does my parking permit fee pay for?

Parking lot maintenance (lot repair, asphalt preservation, landscaping, traffic control devices, painting/striping, irrigation, lighting, electricity, pay stations, signage), trash removal, cleaning, monthly sweeping, mobile and online application services, and internal office costs (e.g. credit card fees, paper/postage, computers, software, supplies, etc.).

It seems that adding the 600 parking spaces for \$30M is a very high price. Why is it so expensive?

Yes, building a parking garage in an urban area is historically very expensive. There are stormwater, ADA, life safety, occupancy monitors, and other expenses.

Questions?

Email from community member

I am unable to make it to either forum due to prior commitments. My perspective as a member of the community is to not raise parking rates at all. Also there should be a discount on parking passes for EV owners because it aligns with the UWB mission of going green and lowering emissions.

Attendee Questions?

**In person attendees will be called upon
Question will be repeated and answered**

**Virtual attendees can type question
Question will be repeated and answered**

Thank you!

Commuter Services Contact information

Website www.uwb.edu/commuter-services/parking

Email UWBPAK@UW.EDU

Phone 425.352.3369

HH room 1450



Cascadia College Board of Trustees Discussion Items 2

Subject: Strategic Story – American Indian and Indigenous Studies (AIIIS)

Justification:

Our strategic plan represents actions we take as we collectively seek mission fulfillment. This month we are focusing on a strategic initiative: AIIIS Faculty Program Coordinator and launch of our regional program.

Background: As part of a state supported goal of diversifying full-time tenured faculty, Cascadia College received supplement allocation to funding 3 new FTF positions. One of our positions was dedicated to American Indian and Indigenous Studies as a hybrid position serving externally as our Tribal Liaison as well.

Building on the work initiated by Founding Faculty David Ortiz (Senior 2 in Communication Studies) we are fortunate that Dr. Victor Begay joined Cascadia in the fall of 2022 and is currently completing his second year of tenure.

Dr. Victor Begay, Dean Kristina Young, and Dr. Kerry Levett will be available for questions.

Related Reference Documents:

- DISC 2a: slide deck
- DISC 2b: Talking Points – AIIIS @ Cascadia College

Shifting Worldviews through Indigenous Experiences

Victor H. Begay, PhD
Tenure Track Faculty
Tribal Liaison



“We acknowledge the hardships of the past without dwelling on them. Instead, we look to the future with the same faith that kept us together thus far ... It’s hard to see the future with tears in our eyes. With no tears in our eyes, we accept our responsibility to make sure those who come after us will always know what it means to be descendants of the original people of this land called America.”

Wilma Mankiller
Former Principal Chief, Cherokee Nation

The power of place...

- Combining recognition and honoring with pragmatic actions.
- *“We begin today by acknowledging that Cascadia College resides on the traditional and occupied land of the Coast Salish Peoples – past, present, and future. We honor their connection to the region, pay respect to Coast Salish Elders past and present, and join in solidarity through their struggles with continued systemic oppression. We commit to care for the land and water, and center equity at the core of our learning. We ground our continual efforts to collaborate with tribal communities by listening, learning, and always keeping the well-being of tribal communities in mind.”*

The power of stories...

- *Solo Song*
- *Pandemic Memorial and Resilience Project* – represents the tragedies and hopes experienced throughout the pandemic. Installed – February 2023.
- **Ty (Lightning waq waq) Juvinel** – Tulalip, Coast Salish carver, and Cultural preservationist.



The power of stories...

- Indigenous Eco-ontologies

- Tribal Priorities
- Land history – Wetlands and Ecology
- Land connection – Living Laboratory // Sustainability

- Indigenous Knowing

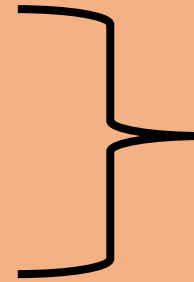
- Lived experiences for knowledge creation
 - cultural or environmental
 - field visits // knowledge sharers
- Weaving Worldviews
- Bachelor's program and wider spread opportunity for knowledge

Weaving Worldviews

- Tribal Departments of Education
 - Tulalip Tribe
 - Swinomish Tribe
 - Muckleshoot Tribe
 - Quinault Tribe
- Transfer Articulations
 - UW American Indian Studies // Center for American Indian and Indigenous Studies
 - UW College of Education
 - Indigenous Knowledges // Teacher Preparation

Weaving Worldviews

- Lummi Tribe // Northwest Indian College
- Western Washington University
- Whatcom College



Indigenous Salish
Sea Consortium

- Washington State Community and Technical Colleges American Indian Indigenous Advisory Board
- WA State Indian Education Association
- 5 Star Consortium
- Title VI programs
- UW Bothell
- Migrant Education Program – NWESD #148

The power of experiences...

Credentials awarded to American Indian / Alaskan Native students

- 2017 through 2020, 5 students received an associate degree.
- 2020 through 2023, 7 students received “transfer” associate degrees.

The power of Experiences ...

Enrollment by race category for AY 2022-23. Racial categories are reported as “alone” or “in combination” with other categories.

Native American / Alaskan Native students were 1.97% of all students.

2022-23 Academic Year	Headcount	%
<i>Cascadia 2022-23 Total</i>	3403	100.00%
Pacific Islander	38	1.12%
Native American / Alaskan Native	67	1.97%
Black/African American	201	5.91%
Hispanic	483	14.19%
Asian	1093	32.12%
White	1872	55.01%

The power of experiences...

Enrollment Trends

- Native American / Alaskan Native enrollment declined very severely during the pandemic (Table 1) as compared to all students (Table 2).
- From 2019 to 2022, Native American students declined about 66%, where as the total student population declined 30% during that period.

American Indian and Indigenous Studies –

- New faculty – 2022
 - Victor H. Begay, PhD, Navajo
 - American Indian Studies
 - Education Policy
- New program
 - AA in Academic Transfers

American Indian and Indigenous Studies –

- Courses

- AIIIS 102 Introduction to American Indian and Indigenous Studies
- AIIIS 103 Indigenous Pacific Northwest
- AIIIS 203 Indigenous Ways of Knowing

- Student enrollment

- AIIIS 102 – Fall 2022 = 5 Fall 2023 = 12
- AIIIS 103 – Winter 2023 = 12 Winter 2023 = 22
- AIIIS 203 – Spring 2023 = 9 Spring 2024 = 23

Questions // Comments // Concerns

Talking Points—American Indian and Indigenous Studies @Cascadia College

“Shifting Worldviews through Indigenous Experiences”

New faculty – 2022

Victor H. Begay, PhD, Navajo [50% teaching load, 50% Tribal Liaison]

Curriculum American Indian and Indigenous Studies – Courses

AIIS 102 Introduction to American Indian and Indigenous Studies	
Fall 2022 = 5	Fall 2023 = 12
AIIS 103 Indigenous Pacific Northwest	
Winter 2023 = 12	Winter 2023 = 22
AIIS 203 Indigenous Ways of Knowing	
Spring 2023 = 9	Spring 2024 = 23

Regional and Community Relations

- Tribal Departments of Education
 - Tulalip Tribe
 - Swinomish Tribe
 - Muckleshoot Tribe
 - Quinault Tribe

Academic Pathways and Partners

Lummi Tribe // Northwest Indian College
Western Washington University
Whatcom College
Washington State Community and Technical
Colleges American Indian Indigenous Advisory
Board
WA State Indian Education Association
5 Star Consortium

Title VI programs
UW Bothell
Migrant Education Program – NWESD #148
UW American Indian Studies // Center for
American Indian and Indigenous Studies
UW College of Education
Indigenous Knowledges // Teacher Preparation

Campus Artwork

Solo Song Pandemic Memorial and Resilience Project – represents the tragedies and hopes experienced throughout the pandemic. Installed – February 2023.

- **Ty (Lightning waq waq) Juvinel** –Tulalip, Coast Salish carver, and Cultural preservationist.

Credentials awarded to American Indian / Alaskan Native students

- 2017 through 2020, 5 students received an associate degree.
- 2020 through 2023, 7 students received “transfer” associate degrees.

Enrollment by race category for AY 2022-23.

- Native American / Alaskan Native students were 1.97% of all students.

Enrollment Trends

- Native American / Alaskan Native enrollment declined very severely during the pandemic (Table 1) as compared to all students (Table 2).
- From 2019 to 2022, Native American students declined about 66%, whereas the total student population declined 30% during that period.

Cascadia College Board of Trustees
Discuss Item 3

Subject: Strategic Plan Focus on Cascadia at Redmond

Justification: The Board of Trustees provides oversight to strategic planning. This year we have been focusing on the progress strategic initiatives.

Background:

With the development of the Together Center in Redmond, Cascadia was presented with the opportunity to be part of this innovative community. This past fall (2023) we began offering classes both for degrees and in our College Career and Foundations program. This month we review our Redmond student profile as well as discuss plans for the coming years.

Discussion:

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

Related Documents:

- Discussion Item 3a: Cascadia at Redmond ppt

Redmond Center Students



Cascadia College

Board of Trustees

April 17, 2024

Patterns



Profile students who took courses at the Redmond Together Center (RTC), at Cascadia Bothell, or a combination of both locations.

RTC only	At least one course at RTC but none at Bothell campus
RTC + Bothell	Courses at both RTC and Bothell
RTC at all	any RTC classes taken (combines “RTC only” and “RTC + Bothell”)
Bothell only	did not take any courses at RTC

Student Population

(from Fall 2024)

Of all students from Fall 2023,

- 58 students took courses at RTC
- Which was 2.5% of the student population

Of the 58 RTC students,

- 22 (38%) were RTC-only students
- 36 students (62%) took courses at both RTC and the Bothell main campus.

Student Home Cities



Cities with the highest counts for each attendance group

RTC only		RTC + Bothell		RTC at all		Bothell only	
Redmond	32%	Mill Creek	31%	Mill Creek	22%	Mill Creek	31%
Kirkland	27%	Bothell	17%	Bothell	19%	Bothell	16%
Bothell	23%	Woodinville	14%	Kirkland & Redmond	17%	Woodinville	9%

ZIP codes may overlap with cities. Note that in the Bothell-only population, 2% of students live in Redmond, which is not in the top 5 residences for this group.

Home city takeaway

-
- Majority of RTC-only students are from Redmond and Kirkland
 - Majority of Bothell-campus students are from Mill Creek and Bothell
 - 2.8% of Cascadia's total student population live in Redmond
 - 84% of students who live in Redmond attended only Bothell

Academic Load

Most students who only attended RTC were part-time (73%).

Most students who attended both locations were full-time (86%).

For students only at the Bothell campus, the academic load was evenly split at full-time (52%) and part-time (48%).

Results suggest that Redmond enrollment maybe used by full-time Bothell-based students to *supplement* their schedules.

Running Start



A greater percentage of students who attended *both* Redmond and Bothell were Running Start students.

	RTC only	RTC + Bothell	RTC at all	Bothell only
RS student	32%	50%	43%	33%
Non-RS student	68%	50%	57%	67%

Economic Disadvantage



Economic disadvantage was similar between locations.

But economic disadvantage was slightly lower for students who attended both locations.

	RTC only	RTC + Bothell	RTC at all	Bothell only
Disadvantage	18%	11%	14%	17%
No disadvantage	82%	89%	86%	83%

Racial Composition



Note that for all groups, a relatively large number of students did not disclose their racial identity.

Race	RTC only	RTC + Bothell	RTC at all	Bothell only
White	55%	33%	41%	38%
2 Or More	14%	22%	19%	15%
Asian	9%	17%	14%	17%
Black/African American	0%	3%	2%	2%
Hispanic	0%	6%	3%	8%
Native American	0%	0%	0%	< 0.5%
Unknown	23%	19%	21%	20%

Gender Identity

1 non-binary student
at RTC + Bothell

20 non-binary
students at Bothell
only

The percent of male
and female identifying
students was about
the same across
attendance groups.

RTC only Student Summary

-
- RTC draws students mainly from Redmond and Kirkland locations
 - Bothell campus students are mainly from Mill Creek and Bothell
 - More RTC-only students were part-time (73%) than Bothell students (48%)
 - Economic disadvantage and racial compositions were similar between locations.

Bothell Student Summary

- Of the 58 students with RTC classes, 36 (62%) took courses at both RTC and Bothell campus
- The highest percentage of full-time students attended RTC+Bothell (86%).
- 50% of the RTC+Bothell students were Running Start vs. 33% of Bothell-only students
- Results suggest that Redmond classes maybe used by full-time and Running Start Bothell-based students to *supplement* their schedules.

What's next?



Continued outreach in the Together Center and the Redmond Community



Working directly with Riverview and Lake Washington School Districts



Expanding what and how we offer courses

**Cascadia College Board of Trustees
Discussion Item 4**

Subject: Spring Quarter Enrollment Update

Justification: Each quarter the Board of Trustees reviews the enrollment as of the 10th day (post census) for changes in patterns and impact to budget.

Background:

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. The data presented will include data drawn after April 8, 2024.

Dr. Kerry Levett, Erik Blakeney, and Dr. Michael Horn will be available to respond to questions.

Supplemental Documents: Will be available at the Board meeting.

Cascadia College Board of Trustees
Discussion Item 2

Subject: Monthly Finance Report

Justification:

The Board has the responsibility of staying up to speed on the college's financials.

Background:

The finance report will include the following topics:

- Estimated revenues for 23-24 based on 10th Day Spring Enrollment
- Projected revenues for 24-25 based on a 5% increase to 23-24 revenues across different student types. (1st Draft)
- Projected expenses for 24-25 based on fiscal projections by department managers. (1st Draft)

CASCADIA
COLLEGE

ADMINISTRATIVE SERVICES

Finance Update

March 20, 2024

www.cascadia.edu

FEB

6-MONTH REVENUE AND EXPENSES (23-24)

MAR

RESERVES

APR

DRAFT EXPENSE AND REVENUE PROJECTIONS (24-25)

MAY

BUDGET FIRST READ

JUN

BUDGET APPROVAL





**Examining
Revenues & Expenses**

Year-to-date



Numbers pending at this time.

10th Day enrollment numbers we finalized on Monday, April 8. Translation of those numbers into 23-24 revenue projections was not available at the time of packet distribution. Numbers will be available at the April 17 meeting.

Expense projections are also currently being calculated and will also be ready by April 17.





**Examining Revenues
& Expenses**

Draft Review



Numbers pending at this time.

Projections for 24-25 depend heavily on the actuals of 23-24.

This information will also be ready for draft review on April 17.





Budget First Read

Cascadia College Board of Trustees

Action Item 2

Subject: Innovation Hall Naming

Justification:

Upon approval and recommendation by the Cascadia College Foundation and the College President, the Board must approve all naming designations (College Policy 2.13).

Background:

In concept, the Board consented last year to a naming incentive for individuals and organizations to donate to Innovation Hall. Please see the attached flyer detailing that concept.

Supporting Documents:

- PDF on Naming Opportunities

Discussion:

The college leadership and Foundation wish to formalize this concept as we now have donors who wish to take advantage of the naming opportunity.

The Trustees should discuss if they want to designate the management of this to the President and Foundation or if they want to approve every donor gift that requests the naming opportunity.

If the Trustees wish to approve every donor requesting the opportunity, then the first person who has requested such an opportunity is ready to be approved.

Requested Actions:

Motion #1: The Board moves to approve the naming concept for Innovation Hall as described in the attached PDF.

Motion #2a: The Board moves to designate the college President and the Foundation Board to accept such gifts and approve such naming opportunities from this point forward.

Or

Motion #2b: The Board moves that it desires to review and accept all such gifts that lead to naming opportunities as outlined.

Motion #3: The Board, upon recommendation of the College President and College Foundation, do hereby recognize the gift from Kelly Snyder for \$5000 to have her name appear on the Cascadia Interdisciplinary Lab henceforth.

Vote/Adoption:

Trustee makes the motion: _____

Trustee seconds the motion: _____

	Yes	No	Abstain
Hinojos			
Lee			
Ponto			
Quint			
Seabrooks			

INNOVATION HALL

NAMING OPPORTUNITIES



NEW STEM FACILITY NOW OPEN

The next generations of Cascadia students will learn the fundamentals of chemistry, engineering, and computer technologies, and prepare for upper-division courses in a state-of-the-art facility used in partnership with University of Washington Bothell.

Innovation Hall is the first academic building in the country to be shared by a community college and a state university. It is purposely designed to encourage our students – especially those who have historically been excluded from opportunities in STEM fields -- to explore careers by highlighting the pathways leading to them.



MAKE A LASTING IMPACT THROUGH A NAMED GIFT

Your support of this project will strengthen our local community by:

- Supplying a highly-educated workforce to our local industries
- Supporting learning environments designed to foster active learning, innovation, and collaboration
- Creating a pipeline of students who begin college at Cascadia and complete at UW Bothell
- Educating students from the Lake Washington, Northshore, and Riverview school districts
- Diversifying the population of students who graduate with STEM degrees

Your philanthropic gift is the seed for our area's strong economy and vibrant community

AN OPPORTUNITY TO SHOW YOUR SUPPORT

Washington state's legislature contributed \$79.4 million to fund the construction of Innovation Hall.

Cascadia is now actively seeking \$750,000 in additional funds to finish equipping the building, create new programming, and support student and faculty work.



Innovation Hall increases access to educational pathways for all students

HELP US REACH OUR GOAL THROUGH THE FOLLOWING NAMING OPPORTUNITIES:

10-year terms for industry partners;
75-year terms for individual donors

\$75,000

Chemistry Lab (2)
Organic Chemistry Lab
Engineering Lab
Network Lab
Computer Program Lab

\$50,000

Instructional Classroom (5)

\$25,000-\$5,000

Interdisciplinary Lab

All support is appreciated -- please contact us for custom giving amounts, group gifts, and multiple year pledges.



Cascadia students are your future employees

BUILDING HIGHLIGHTS

4

FLOORS

77,000

GR. SQ. FT.

LEED

GOLD

Contact: Brittany Caldwell

Executive Director of Cascadia College Foundation

bcaldwell@cascadia.edu, 425.352.8558

www.cascadia.edu/innovationhall

*Report to the Trustees
April Meeting 2024
Events & Advocacy Board
Cascadia College*



By Miyuki Sandoval, Advocacy Chair

Events:

- Spring Involvement Fair: EAB welcomed students to another great quarter with a flower-themed involvement fair! While sipping on some Italian sodas, students were introduced to a variety of campus resources and Cascadia clubs to provide information about what they offered. Students were given a “passport” to which they could collect stamps at each table and after collecting eight, they were rewarded with a mochi donut! As always, this involvement fair was bustling with students, and we were able to greet over 200 in the span of two days.

Advocacy:

- Parking: EAB has been working vigorously on collecting student feedback pertaining to the potential increase in parking prices on campus. Miriam and Miyuki held a tabling event on the 1st to speak directly to students and gather their thoughts. Alongside this, EAB has distributed handbills and written on whiteboards located in the vistas in an attempt to reach as many students as possible.
- Voice Academy: In association with WACTCSA (Washington Community and Technical College Student Association), Cascadia will be attending Voice Academy in early May to present a legislative initiative that would best benefit the Cascadia student body. As such, EAB members are actively listening and brainstorming ideas as to which initiative would best serve our students.

Cascadia Community College Federation of Teachers Local 6191, AFT



*Report to the Board of Trustees
Cascadia Community College
Meeting Date: April 2024*

❖ **Spring quarter underway**

CCCFT members are busy with the start of spring quarter. We're pleased that enrollments are up and are hopeful that this translates into ongoing additional support for our efforts in the classroom and beyond.

❖ **Gratitude**

On behalf of faculty and CCCFT, I, Dave Shapiro, would like to express my gratitude for all my colleagues in staff and administration at Cascadia—deans, advisors, IS staff, Facilities, Maintenance, Payroll, Classified and Exempt, and anyone else I might unintentionally be leaving out—who make it possible for me and fellow faculty to have the opportunity to work with students in our shared mission of providing superior educational experiences to inspire every person to achieve their educational and career goals.