

**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

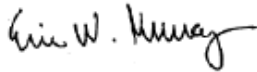
Vice Chair Hinojos adjourned the regular meeting at 5:05pm in order to adjourn for Executive Session beginning at 5:10pm.

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



Meghan Quint, Board Chair

Attest:



Dr. Eric Murray, President

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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