



Board of Trustees Meeting Agenda

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

**Regular Meeting
Wednesday, July 24, 2024
4:00 p.m.**

[via Zoom](#)

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

**Wednesday, July 24, 2024
4:00 p.m.**

AGENDA

1. CALL TO ORDER

2. CONSENT AGENDA

- Meeting Agenda
- Minutes from last meeting – June 12, 2024

3. 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.

4. ACTION ITEMS

- A. Change of Date
- B. Title IX Rule Adoption

5. OTHER REPORTS

- A. Board Chair and Individual Board Members
- B. President

6. OTHER BUSINESS OR ANNOUNCEMENTS

7. NEXT MEETING

The next regularly scheduled Board meeting is the Board Retreat, Thursday, August 22, 9:00am-2:00pm.

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
June 12, 2024**

**Cascadia College
19345 Campus Way NE
Bothell, WA 98011**

BOARD OF TRUSTEES

Present: Angie Hinojos, Chair; Dr. Colleen Ponto, Vice Chair; Meghan Quint; Alex Lee; Norman Seabrooks

EXECUTIVE STAFF

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

Susan Thomas (recorder)

Thais Lima (presentation assistant)

AREA REPRESENTATIVES

CCCFT Representative – David Shapiro, Senior 2 Tenured Founding Faculty (excused)

Student Representative – Miyuki Sandoval, EAB Advocacy Chair

WPEA Representative – Ryan Higgins

AUDIENCE

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

1. CALL TO ORDER – PUBLIC SESSION (4:01 PM)

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

2. CONSENT AGENDA

Chair Hinojos asked for approval of the consent agenda.

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

APPROVED. Unanimously. No Abstentions.

3. PUBLIC COMMENTS

Kristina Young provided a public comment – See Addendum B

4. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS (none were present)

New Employees

- Patrick Wall, Fiscal Analyst 2
- Tasha Vice, Dean for Student Learning – Transitional Studies

Promotions/Changed Positions

- Kayleen Gill, Outreach & Admissions Specialist

- Nina Jouval, Outreach & Admissions Specialist
- Brett Eyer, HR Generalist Data Analyst
- Marion Heard, Customer Service Specialist 3

5. INFORMATION ITEMS

- **Parking Fee Rate Increase**

After the May 17 BOT meeting, Cascadia and UWB Leadership met to discuss a path forward given the various feedback received from students, administrators, staff and the Board. The joint leadership acknowledged and agreed to the following:

- No fee increase will be requested for FY25.
- Reserves will be used to cover any operating loss in FY25.
- Administrators from both institutions will work with the Commuter Services Task Force to brainstorm and explore alternative revenue streams.
- Administrators will monitor parking usage this fall to see if patterns of usage or permit sales are changing for the positive.
- An increase of 4% for FY26 could be possible based on the above actions, thereafter followed by increases parallel to the amount tuition increases. This would provide a predictable and stable increase to revenues.

At this time, there is not action required of the Trustees.

- **Assessment of Curriculum – Year End Update**

Dr. Levett presented the Assessment Brief Year End Update. The unified assessment committee consists of faculty and staff working together towards good accreditation outcomes.

SUMMARY

The Assessment Committee (AC) spearheaded Year 2 of the three-year assessment cycle. In Year 2, the data collected in Year 1 was revisited, a data dashboard created, outcomes, rubrics, and course selection recommendations for Areas of Interest assessment was developed, faculty reflections collected, and action plans created. The AC developed a new calendar to meet accreditation needs and met with a Campus Library rep to begin coordinating assessment efforts.

6. DISCUSSION/PRESENTATION ITEMS

- **Student Success Story – Kalyani Raghavan**
Brittany Caldwell, Cascadia Foundation Executive Director, introduced Kalyani Raghavan, who spoke at the recent Foundation Pay it Forward event. Kalyani was the first recipient of the scholarship sponsored by Ostrom's owner and alumnus Matt Binder. She started in the Fall of 2022, graduated last Friday, and will be attending UW in the Fall. Kalyani expressed much gratitude for the opportunity to receive the generous support of this scholarship.
- **Student Success Story – Amina Babajanova and Fellow Turkmenistan Students**

Amina B., Mahri M. and Bilal M. are second year international students. They presented a PowerPoint to help them share their story, history and culture. They are very grateful that Cascadia has clubs, festivals and networking. They were able to create a Turkmen Club for their large Turk community here. Their agent helps students come to the US by helping with applications, travel, housing, etc. Cascadia has helped them greatly with their language barrier, and they are enjoying the learning process.

- **Strategic Plan Focus – Mission Fulfillment: Our 2024 – 2025 Strategy**

Dr. Kerry Levett presented an overview of their “year in review”, an update on continuing strategic development, and our focus for the upcoming year including deliverables for the annual Board summer retreat.

Our strategic plan captures the essence of our mission with initiatives in three areas: access, equity, and superior learning. Several significant actions over these three years include:

- Narrowing the scope of strategic initiatives to focus us on our three mission areas, and
- Developing an evolving data infrastructure to understand the impact of our initiative on our mission metrics, including 2 annual summary reports.

7. RECOMMENDED ACTION ITEMS

- Monthly Finance Focus: College Budget Approval
 - Review Finance Update PowerPoint
 - Chart with corrected number and continues to be accurate.
 - Reserve implications – in good shape

Comments/Questions:

- Vice Chair Ponto commented that it was a thorough process and she feels good about it
- Trustee Lee remarked that everything seems on point, and he feels good about recommending the budget

Motion to approve: Vice Chair Ponto
Seconded: Trustee Lee
APPROVED: Unanimous, No abstentions

- Financial Investments
Trustee Lee and Vice President Shawna Pitts met with the college’s financial advisors. Their discussions resulted in the suggestion to take approximately 2 million out of the “checking” account and put more into bonds to earn more interest.

Motion to approve taking two million out of the “checking” account and move into the bond ladder.

Motion to approve: Trustee Lee
Seconded: Trustee Seabrooks
APPROVED: Unanimous, No abstentions

- Board Self-Assessment (Dr. Michael Horn)
Every year the Trustees are required to approve the Trustee Self-Assessment tool.

After reviewing the two available options the Trustees moved to approve the shorter version (section-by-section importance rating) over the longer version (question-by-question importance rating).

Motion to approve: Trustee Quint
Seconded: Trustee Seabrooks
APPROVED: Unanimous, No abstentions

- Board Meeting Calendar
There is one revision that needs to be made: the date of commencement should be June 13, 2025. Motion to approve the meeting calendar as presented with revision to the adjusted commencement date.

Motion to approve: Trustee Lee
Seconded: Trustee Quint
APPROVED: Unanimous, No abstentions

8. OTHER REPORTS

- **Cascadia Events & Advocacy Board (EAB)**

Advocacy Board Chair Miyuki Sandoval shared information about recent student events and advocacy.

Events:

- Springfest included the Promenade Party, Clubs Day, and AAPI Tabling
- Promenade Party had an amazing turnout. Everyone enjoyed fun activities and lots of food.
- Clubs Day provided a way for clubs to choose an activity that best represents them and offered ways to get involved and connect with peers. Students also enjoyed the notorious ice cream cart.
- AAPI Tabling held a cultural tasting of different Asian American and Pacific Islander treats and beverages.

Advocacy:

- Campus Safety – Miyuki shot an interview with Sergeant John as a fun way to introduce Campus Safety to students
- They collected some final student feedback pertaining to the new website design
- Parking Survey Results

This was Miyuki's last meeting as Advocacy Board Chair. She shared how thankful she is for her time here. She will be attending UWB in the fall and will be the Treasurer in the UW council. Miyuki introduced us to the new Advocacy Chair, Olivia Kent-Horton. Olivia is from Sammamish and is studying political science.

- **Cascadia Community College Federation of Teachers (CCCFT)**

David Shapiro provided the following report to the Board:

- **Excellent in Teaching Award Congratulations**

Congratulations to our CCCFT colleagues, Victor Begay, Tori Saneda, Sofia Marshak, and Kelley Briles for each winning one of this year's Excellence in Teaching awards. We thank the Cascadia Foundation for sponsoring these awards, as well as those for classified and exempt employees.

• **CCCFT Elected Steering Committee for terms starting 7/1/24 through 6/30/26**

Coordinator: Dave Shapiro

Treasurer: Lelia Olson

Historian: Tasha Walston

Membership/Communications Co-Chairs: FTF: Marc Hyman; AF: Open

Contract Management Co-Chairs: FTF: Sharon Saxton, Lisa Citron; AF: Greg Campbell

Conflict Resolution Co-Chairs: FTF: Mike Panitz, AF: Kolya Rice

Activities and Opportunities Co-Chairs: FTF: Victor Begay; AF: Sofia Marshak

• **Cascadia Classified Union Washington Public Employees Association (WPEA)**

Ryan Higgins joined virtually but didn't have anything new to add from last month.

• **Board Chair and Individual Board Members**

- No reports.

• **President**

- The Accountability Audit review has been cancelled by SAO; we will let you know when it gets rescheduled. On the preliminary report we got an "A". There is not a lot to fix.
- There is an executive session following this meeting for the President's 1 mid-year review.
- Dr. Murray shared that we got through a lot of difficult things this year, and things are going very well. He shared how proud he was of the campus, and how we are all looking forward to summer.

9. OTHER BUSINESS/ANNOUNCEMENTS

No other announcements.

10. MEETING ADJOURNMENT

Chair Hinojos adjourned the meeting at 5:24pm.

11. Minutes Approved and Adopted on, September 18, 2024.

Angie Hinojos, Board Chair

Attest:

Dr. Eric Murray, President
Bdminutes06/12/2024

Addendum A

Board of Trustees Meeting Attendance	Present
Eric Murray, President	X
Shawna Pitts, Acting VP	X
Chari Davenport, VP	X
Kerry Levett, VP	X
Erin Blakeney, VP	X
Meagan Walker, VP	X
Tricia Boerger, AAG	X
Angie Hinojos, Chair	X
Colleen Ponto, Vice Chair	X
Meghan Quint, Trustee	X
Alex Lee, Trustee	X
Norm Seabrooks	X
Ryan Higgins	X
Miyuki Sandoval	X
Susan Thomas	X
Thais Lima	X
Brittany Caldwell	X
Kalyani Raghavan	X
Ana Nina	X
Erik Tinglestad	X
Becky Riopel	X
Kristina Young	X
Olivia Kert-Horton	X
Michael Horn	X
Yukari Zednick	X
Bryan Fauth	X
Chantal Carrancho	X
Amina Babajanova	X
Mahri Mammetmyradova	X
Bilal Mammetmyradova	X

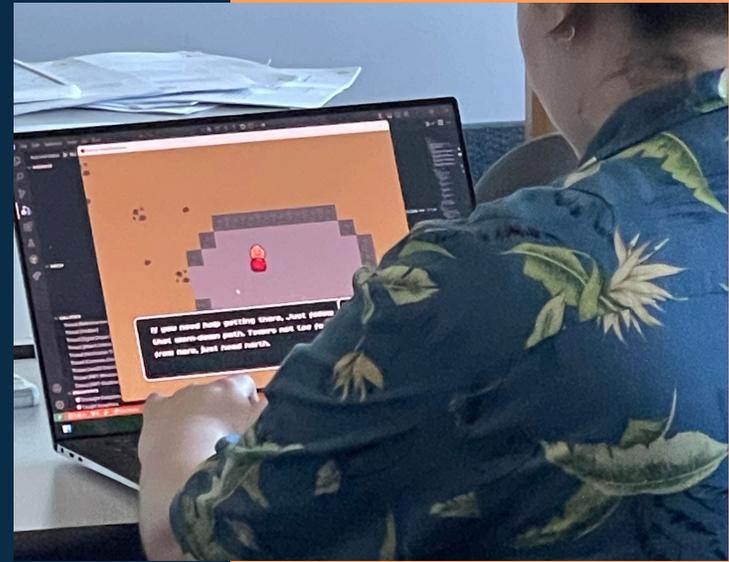
Addendum B

Public Comment provided by Kristina Young regarding the Celebration of Learning event – PDF to follow

DRAFT

CELEBRATION OF LEARNING | CASCADIA COLLEGE | **SPRING 2024**

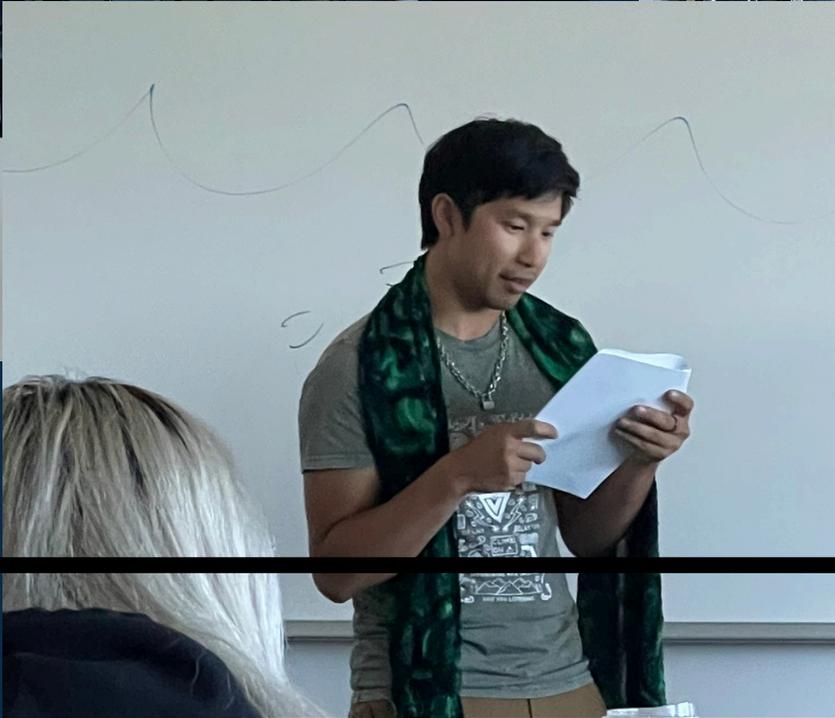
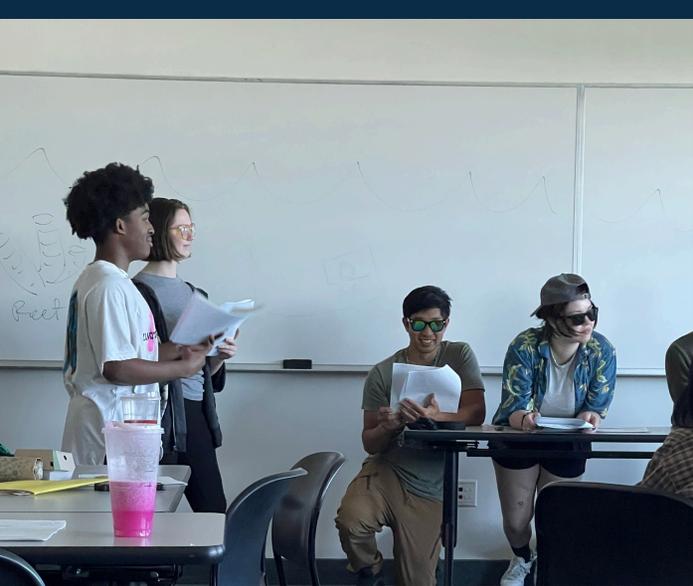
THE CELEBRATION OF LEARNING IS ABOUT WHAT OUR STUDENTS ARE DOING, FROM WHATEVER POINT IN THEIR EDUCATION WITH CASCADIA. THIS IS ABOUT SHARING-OUT AND SHOUTING OUT WHAT THEY CAN DO AND HAVE DONE THIS YEAR. WHEN STUDENTS SEE WHAT OTHER STUDENTS CAN DO, THEY ARE INSPIRED. WHEN STUDENTS PREPARE FOR A SHOWCASE, THEY CAN IDENTIFY A CLEARER AUDIENCE, A BROADER AUDIENCE THAN AN INSTRUCTOR OR CLASSMATES. THIS IS ALSO A WAY FOR STUDENTS TO LEARN ABOUT CLASSES THAT THEY MIGHT NOT HAVE IMAGINED TAKING.



PARTICIPANTS

ART 120 / GRAPHIC DESIGN
CASCADIA SCHOLARS
PROGRAM
PHYSICS 223
SUPR 490 - SUSTAINABLE
PRACTICES CAPSTONE
BIOLOGY&213 - ALL 3
SECTIONS
BOCK LEARNING CENTER
ENGINEERING &212
ENGINEERING &225
EF 55: ENGLISH IN CONTEXT:
ENVIRONMENTAL SCIENCE
UWB ENGINEERING CLUBS
JAPANESE 123
SPANISH 221/222/223
ENGLISH &102
ENGLISH 114:

JUNE 5-6, 2024



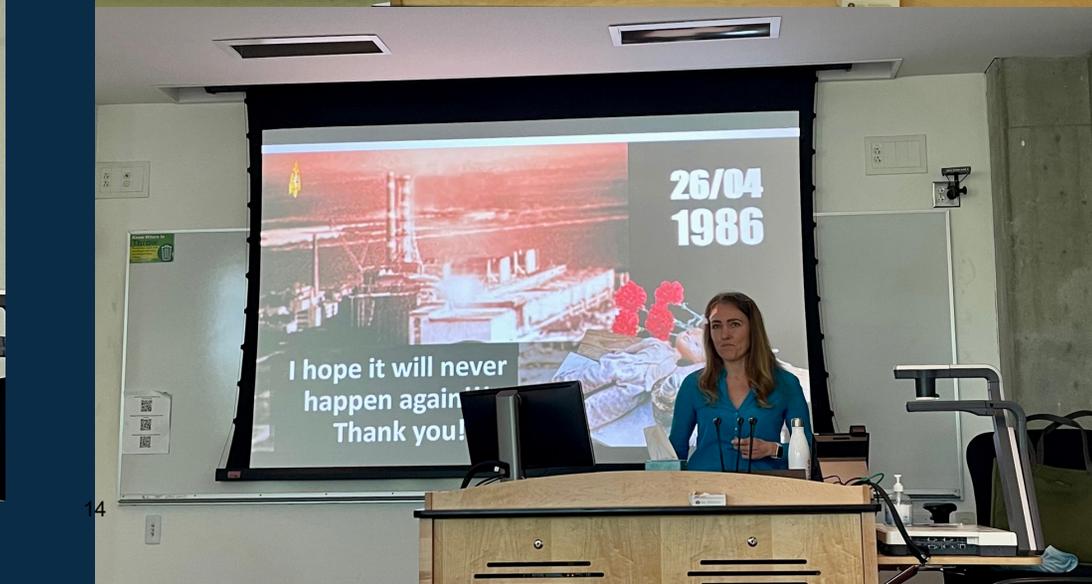
Dramatic Elements Reimagined

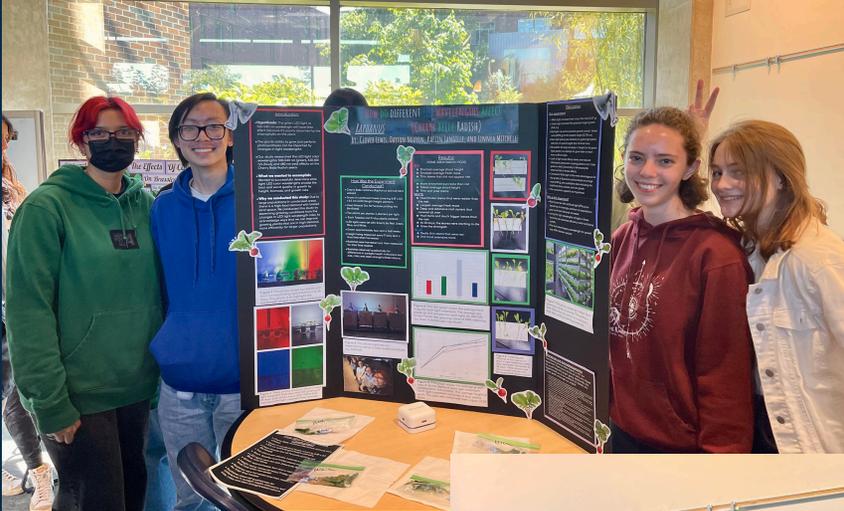


Physics & Engineering



EF 55 | ENGLISH IN CONTEXT: ENVIRONMENTAL SCIENCE

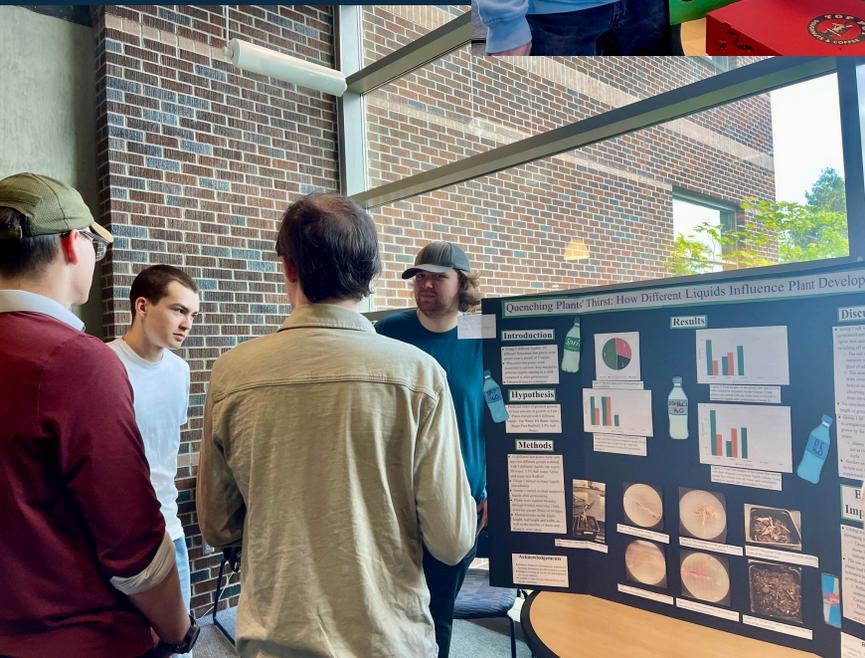
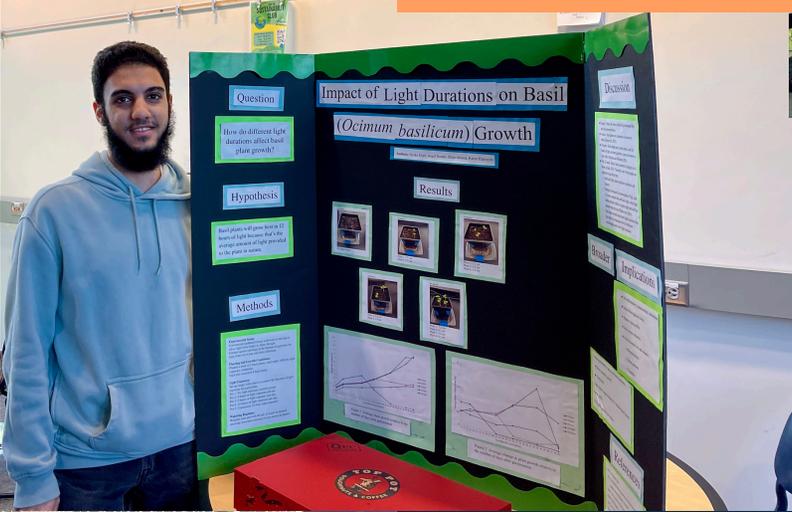




113



BIOLOGY



BOTANY

English &102



“Happiness”

Thank You

To all student participants and

Ana Nina

Olivia Kent-Thorton

Lukwesa Kalima

Brandy Long

Shawna Pitts

Miles Alexander

Breanna Evetts

Mike Gerrard

Erica Almeda

Sarah Tsai

Natalie Serianni

Robyn Ferret

Chris Byrne

Kimia Ghanbeigi

Khai Button

Sadie Rosenthal

Getachew Eshete

Dianne Fruit

Yukiko Tsukada

Stephan Classen

Kathy Brown

Cascadia College Board of Trustees
Action Item A

Subject: Trustees Meeting Calendar

Justification:

The Trustees must yearly approve their meeting calendar for the coming academic year.

Background:

The attached calendar follows a typical format and meeting schedule for the academic year 2024-25. It was approved in June. However, there was a conflict after adoption, and it is suggested that the December 11 date be moved to December 4.

It is the recommendation of the College President that this calendar be adopted.

Recommendation:

"I move to approve the Trustees meeting calendar as amended in the packet."

Action:

Trustee makes motion: _____

Trustee seconds motion: _____

Vote:

	Yes	No	Abstain
Hinojos			
Lee			
Ponto			
Quint			
Seabrooks			

Board of Trustees Calendar 2024-25

24-Jul	Special Meeting via Zoom	4pm
22-Aug	Summer Retreat	9a-2p
18-Sep	Regular Meeting	4pm
16-Oct	Regular Meeting	4pm
20-Nov	Regular Meeting	4pm
4-Dec	Executive Session Only *	4pm
8-Jan	Executive Session Only	4pm
15-Jan	Regular Meeting	4pm
19-Feb	Regular Meeting	4pm
19-Mar	Regular Meeting	4pm
16-Apr	Regular Meeting	4pm
21-May	Regular Meeting	4pm
13-Jun	Commencement	3p-6p
18-Jun	Regular Meeting	4pm

* 2nd Wednesday, not third

Cascadia College Board of Trustees

Action Item B

Subject: Title IX Rule Adoption

Justification:

The Trustees must adopt and approve regulations governing the administration and practice of federal policies.

Background:

On April 19, 2024, the U.S. Department of Education released its Final Rule under Title IX. This rule requires institutions of higher education to adopt student disciplinary procedures addressing sex discrimination, including sex-based harassment. The deadline for implementing this new rule is August 1, 2024.

In addition to complying with the new Final Rule, the college is updating its student conduct code to address hazing. These new definitions of prohibited behavior and updated procedures are necessary to address conduct that may pose a threat to the general welfare of the college community and/or college operations and to protect the constitutional and procedural rights of individual students.

Recommendation:

“I move to approve the updated Title IX regulations as presented in the packet.”

Action:

Trustee makes motion: _____

Trustee seconds motion: _____

Vote:

	Yes	No	Abstain
Hinojos			
Lee			
Ponto			
Quint			
Seabrooks			