

**Minutes Regular Meeting  
Cascadia College Board of Trustees  
January 15, 2025**

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

**BOARD OF TRUSTEES**

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

**EXECUTIVE STAFF**

Chari Davenport, Dr. Kerry Levett, Erin Blakeney, Sean Poellnitz, Dr. Eric Murray, Dr. Ellen Evans, AAG.

Susan Thomas (recorder)  
Thais Lima (presentation assistant)

**AUDIENCE**

Audience members via Zoom included: See Addendum A

**1. EXECUTIVE SESSION (4:00 PM)**

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

**2. Board moved to PUBLIC SESSION**

Chair Hinojos called the meeting or order at 4:15 pm

**3. CONSENT AGENDA**

Chair Hinojos asked for approval of the consent agenda.

MOTION: Trustee Alex Lee made a motion to approve. Vice Chair Colleen Ponto seconded the motion.

APPROVED. Unanimously.

**4. PUBLIC COMMENTS**

There were no public comments

**5. INTRODUCTIONS OF NEW EMPLOYEES/PROMOTIONS**

**New Trustee**

- Shahryar Qadri

**New Employees**

- Mong-Lihn Nguy, Fiscal Technician 2
- Zarea Lavalais, Outreach & Admissions Specialist

- Archana Rajappachetty, HR Generalist
- Jasmin Means, Assistant Director of Title IX Support & Student Accessibility Services
- Diane Wright, Assistant Director of Marketing & Communications

### **Promotions/Changed Positions**

- Miles Alexander, Assistant Director of Facilities
- Gina Moore, Instruction & Classroom Support Technician 3 - Chemistry

## **6. DISCUSSION ITEMS**

- **Mission Fulfillment Moment: 2024-2025 Strategic Plan**

Dr. Levett provided presented the Strategic Plan slide deck – see packet for details:

- Our Mission
- Status Definitions for Initiatives
- Strategic Initiatives 2024-25
- Access Operational Initiatives 2024-25
- Equity Operational Initiatives
- Superior Education Operations Initiatives
- Connecting Governance to Mission Fulfillment
- 24-25 Mission Fulfillment Calendar

- **Safety & Security Update**

Sean Poellnitz presented the Campus Safety & Security Annual Review 2024 – see slide deck in packet for details.

- Security & Fire Safety
- Wins and Initiatives Underway
- Proactive Safety & Enhanced Response
- Key Annual Safety & Security Activities
- Collaborative Committees & Working Groups

Sean introduced Cham Kao, Senior Director of Campus Safety, Planning & Administration. He introduced a new safety app with numerous resources, and recommended all students and employees download and use: UWB-CC SAFE App [Apple Store](#)

- **Student Learning – Year-in-Review**

Dr. Levett introduced the Deans and Directors of the Student Learning Division to discuss Student Learning's 2023-24 Year in Review. Each Dean & Director shared a brief report on their area:

- Dr. Chantel Carrancho, Dean of Student Learning, Success & Retention.
- Dr. Erik Tinglestad, Dean of Student Learning, Professional Tech.
- Dr. Tasha Vice, Dean of Student Learning, Transitional Studies
- Dr. Michael Horn, Director of Institutional Effectiveness

- Teya Viola, Director of Student Learning, Curriculum, Scheduling, ctcLink Operations
- Kristina Young, Dean of Student Learning, Transfer/General Education

- **Student Success – Year-in-Review**

VP Erin Blakeney introduced the Directors of the Student Success Division to discuss their 2023-24 Annual Report and a look ahead for their upcoming work: Each Director shared a brief report on their area:

- Veronica Corral, Director of Enrollment Management.
- Yukari Zednick, Director of International Programs
- Gordon Dutrisac, Director of Student Advising & Success Services
- Deann Holliday, Director of Student Financial Services
- Bryan Fauth, Director of Student Accessibility Services
- Val Tovar, Director of Prevention, Health & Wellness

Erin gave a special shoutout to Vickie Ashe, Operations Manager. She has been at the college over 20 years, and she is the backbone of Student Services.

## 7. RECOMMENDED ACTION ITEMS

- **Policy Review**

NWCCU requires that the Trustees periodically review all Board policies.

The policy review process is broken up into three equal parts whereby the Board reviews and approves the viability of 1/3 of the Board Policies each year. The assignment is given every September with a due date of the November Board Meeting. This year, the Board was asked to review Articles 4-7. Instructions and a worksheet were sent after the September Board meeting.

All Trustees submitted their proposed changes as indicated in the attached chart. All modifications were adopted and the policies were updated accordingly. The changes must now be adopted by the Trustees.

Motion to approve: Vice Chair Ponto

Seconded: Trustee Qadri

APPROVED: Unanimous, No abstentions

- **Order of Adoption of new rules**

Pursuant to RCW 34.05.360, the Board of Trustees, as appointing authority, must formally adopt any proposed changes or additions to the Washington Administrative Code, Ch. 132Z WAC.

Background is provided in the Board Packet, Action Item 8.B.

Motion to approve: Trustee Lee

Seconded: Trustee Qadri

APPROVED: Unanimous, No abstentions

- **Keep Washington Working Act Policy**  
The College is required by the state legislature via the Keep Washington Working Act to approve policy in response to possible actions regarding immigration.

Background is provided in the Board Packet, Action Item 8.C.

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

- **Artificial Intelligence**  
The Trustees must approve all Board-level policy.

Based on current trends in artificial intelligence technology, the Trustees asked for the College to set a course supporting the ethical use of such technology while upholding the College's Learning Outcomes. The draft policy was formulated to provide such direction and will be followed up with College-level policy and procedure as necessary.

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

- **President's Contract**  
The Board is responsible for annually reviewing the performance of the President, making salary adjustments, and approving the on-going contract.

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

## 8. OTHER REPORTS

- **Cascadia Events & Advocacy Board (EAB)**  
Student representative Olivia Kent-Horton shared information on events and advocacy the EAP is sponsoring and planning:
  - De-Stress Fest
  - Winter Wave Goodbye tabling event
  - Global Gratitude
  - Common Hour survey and feedback
  - Legislative Advocacy Day on January 30<sup>th</sup>, attending with Dr. Amy Morrison
- **Cascadia Community College Federation of Teachers**  
Dave Shapiro shared that the subcommittee for 25<sup>th</sup> anniversary on Feb 26th

reached out to faculty to get names of legacy students that will come to the event and share how much Cascadia has meant to them.

- **Cascadia Classified Union Washington Public Employees Association**  
Ryan Higgins not present. See slide deck in packet discussing the WPEA UFCW Local 365 Collective Bargaining Agreement.
- **Board Chair and Individual Board Members**
  - **Vice Chair Ponto** attended the NSD meeting in November
  - **Trustee Lee** attended the LWSD board meeting in December
  - **President**
    - Dr. Eric Murray shared that NSSD Superintendent Tolley reached out to us requesting attendance of a BOT meeting to provide his State of our Schools presentation. We have never been asked, and this is a great opportunity to have him here. The presentation is 45 minutes, but we will ask for a shortened version.

#### **9. OTHER BUSINESS/ANNOUNCEMENTS**

No other announcements.

#### **10. MEETING ADJOURNMENT**

Chair Hinojos adjourned the meeting at 6:18pm.

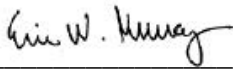
#### **11. Minutes Approved and Adopted on, February 19, 2025.**



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Angie Hinojos, Board Chair

Attest:



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Dr. Eric Murray, President  
Bdminutes 01/15/2025

**Addendum A**

<b>Board of Trustees Meeting Attendance</b>	<b>Present</b>
Eric Murray, President	X
Angie Hinojos, Chair	X
Colleen Ponto, Vice Chair	X
Alex Lee, Trustee	X
Meghan Quint, Trustee	X
Shayryar Qadri	X
Ellen Evans, AAG	X
Erin Blakeney	X
Kerry Levett	X
Chari Davenport	X
Sean Poellnitz	X
David Shapiro	X
Olivia Kent-Horton	X
Thais Lima	X
Susan Thomas	X
Diane Wright	X
Meagan Walker	X
Michael Horn	X
Laura Heddal	X
Meagan Walker	X
Tonio Shimono	X
Shawna Pitts	X
Ginny Jackson	X
Archana Segu	X
Maia Wood	X
Yukari Zednick	X
Ifrah Mohamed	X
Kristina Young	X
Bryan Fauth	X
Deann Holliday	X
Teya Viola	X

Shannon Bath	X
Erik Tingelstad	X
Tasha Vice	X
Becky Riopel	X
Vickie Ashe	X
Ana Nina	X
Rebecca Kimble	X
Val Tovar	X
Gordon Dutrisac	X
Chantal Carrando	X
Zuzana Regan	X
Mong-Linh Nguy	X
Zarea Lavailais	X
Cham Kao	X
Kelly Leahy	X
Veronica Corral	X
Nithya Noone	X
Jasmin Means	X