

# Cascadia College Board of Trustees

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## **Regular Meeting Minutes – October 15, 2025**

Location: 18345 Campus Way NE, Bothell, WA 98011

Time: 4:00pm – 5:17pm

### **BOARD OF TRUSTEES**

Present: Dr. Meghan Quint, Chair; Alex Lee, Vice Chair; Dr. Colleen Ponto, Shahryar Quadri

### **EXECUTIVE STAFF**

Chari Davenport, 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

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### **1. Public Meeting Call to Order**

Chair Dr. Meghan Quint officially called the regular meeting of the Cascadia College Board of Trustees to order at 4:00pm.

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### **2. Consent Agenda**

Chair Quint presented the Consent Agendas for approval. No modifications were proposed.

MOTION: Vice Chair Lee

SECONDC: Trustee Ponto

OUTCOME: Approved unanimously

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### **3. Public Comments**

There were no public comments submitted or made during the meeting.

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### **4. New Employees / Promotions**

VP Erin Blakeney introduced:

- **Sonja Kjelstrup**, Customer Service Specialist III
- **Kerstin Miller**, Customer Service Specialist III

**Senior Director Dr. Erik Tinglestad** introduced:

- **Dr. Chensen Tsai**, Assistant Director of Natural Science Labs
- **Anna Batra**, Tenure-Track Computer Science Faculty
- **Dr. Justin Carlson**, Computer Science Faculty

The Board welcomed the new employees and expressed appreciation for their commitment to student success.

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## **5. Information Item**

### **A. Strategic Plan Update**

One of the Trustees' responsibilities is to assure mission fulfillment, in part by staying abreast of the college's Strategic Plan initiatives.

President Murray guided trustees through the 2025-26 active Strategic Plan initiatives presentation included in the meeting packet. Trustees expressed appreciation for the improved format.

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## **6. Discussion & Presentation Items**

### **A. Mission Fulfillment Moment: Peer and National Comparisons**

President Murray reviewed updates on the accreditation progress. He highlighted three recommendations from the 2020 NWCCU review:

- Improving Institutional Effectiveness
- Student learning
- Student Achievement

Michael Horn joined virtually to discuss national comparison data (HEDS).

Topics included:

- Fall-to-Winter Retention Rates and Washington peer comparisons
- UW Bothell yield rate data
- NWCCU recommendations and progress
- Ongoing efforts to remove barriers and improve effectiveness

## **B. 10<sup>th</sup> Day Enrollment and Financial Forecast**

Each quarter the Board of Trustees reviews the enrollment as of the 10th day for changes in patterns and impact to budget.

VP Blakeney reviewed the Full Time Equivalency (FTE) Enrollment Data.

VP Poellnitz distributed updated financial forecast reports and discussed early-year budget projections.

President Murray emphasized a goal of maintaining financial discipline while preserving healthy reserves.

The BOT Finance Subcommittee will convene before February to review ongoing fiscal strategies.

## **C. Cybersecurity Update**

VP Poellnitz presented the annual Cybersecurity Assessment & Threat Strategy Report. Highlights included:

- Zero major breaches in the past year
- Ongoing updates and system maintenance
- Continued leadership by IT Services in proactive defense measures

Trustee Quadri inquired about software patching status; Sean confirmed all systems are current and will provide more detailed information on this matter.

## **D. Year-in-Review: Marketing & Communications**

Executive Director Meagan Walker presented a summary of 2024–25 initiatives:

- **New brand standards** and two promotional videos completed
- **Enrollment campaigns**, general and professional-technical, through YouTube, Meta, Google, and mailers
- **Strengthened crisis, external, and internal communications** (including GoCascadia home page relaunch)
- **Expanded creative services** in design, video, and photography

Trustee Ponto inquired about AI's impact; Meagan shared that AI tools have improved efficiency in design and content creation.

## **E. Year-in-Review: Foundation**

Executive Director Brittany Caldwell reviewed Foundation achievements from their Strategic Plan:

- Strengthened **board membership**, including Cascadia alumni
  - Successful **fundraising** through major events:
    - Scholarship Reception
    - 25th Anniversary Celebration (“Pay It Forward” raised over \$75K)
    - Rose Revival...and Cool White Wines
  - Expanded **community outreach** and partnerships, including the President’s Advisory Council and Alumni Engagement
  - Awarded 188 Scholarships in 2024-25, and added new scholarships
  - Reviewed budget and program funding allocations
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## 7. Action Items

There were no action items

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## 8. Other Reports

### A. Cascadia Events & Advocacy Board (EAB)

Muskaan Grewal reported recent and upcoming events:

- Ice Cream Social (over 300 students attended)
- Fall Involvement Fair
- Voter Registration Week
- Upcoming “Spooktacular” event (October 30)

### B. Cascadia Community College Federation of Teachers (CCCFT)

Dr. Dave Shapiro referred to his report in the packet. He gave special thanks to Shannon Bath for her excellent work in formatting the CBA document.

### C. Cascadia Classified Union (WPEA)

Ryan Higgins was not present; no report submitted.

### D. Reports from Board Chair and Trustees

- Trustee Ponto: Attended Northshore School District meeting and was able to see President Murray give his State of the College address. She always enjoys attending these meetings.

- Trustee Quadri and Vice Chair Lee are tag-teaming with Lake Washington School District.
- Chair Quint: Attended Riverview School District meeting and provided a public comment highlighting Cascadia's role in the community.

#### **E. President's Report – Dr. Eric Murray**

President Murray reported on:

- Upcoming meetings with Northshore and Lake Washington School Districts to discuss enrollment trends and partnerships.
- Ongoing collaboration with the City of Kenmore to expand community learning programs.
- Positive reception of recent State of the College presentations.
- Legislative updates: Cascadia's CC5 plan remains a top funding priority, with potential groundbreaking in July, 2026.
- Progress on Board of Trustee candidate selection; two strong finalists under consideration.

He closed with reflections on personal "sage advice" — fostering meaningful relationships, doing purposeful work, and maintaining a positive outlook.

#### **9. Other Business or Announcements**

There was no other business

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#### **10. Next Meeting**

Date: November 19, 2025, 4:00pm

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#### **Meeting Adjournment**

Chair Quint adjourned the meeting at 5:17pm

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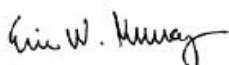
#### **Approval of Minutes**

Approved and Adopted on: November 19, 2025



Meghan Quint, Board Chair

Attest:



Dr. Eric Murray, President

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**Addendum A****Board of Trustees Meeting Attendance**

Eric Murray, President	X
Meghan Quint	X
Alex Lee	X
Colleen Ponto	X
Shahryar Quadri	X
Ellen Evans, AAG	X
Erin Blakeney	X
Chari Davenport	X
Sean Poellnitz	X
Erik Tinglestad	X
Ryan Higgins	X
Muskaan Grewal	X
Dave Shapiro	X
Thais Lima	X
Susan Thomas	X
Gordon Dutrisac	X
Brittany Caldwell	X
Meagan Walker	X
Shawna Pitts	X
Shannon Bath	X
Jacinth Nurse	X
Gorgina Lazarova	X
Becky Riopel	X

Kristina Young	X
Jenny Piper	X
Sonja Kjelstrup	X
Michael Horn	X
Chantal Carrancho	X
Tyler H	X
Anna Batra	X
Tasha Vice	X
Kerstin Miller	X
Justin Carlson	X
Yukari Zednick	X