Cascadia College Board of Trustees

Regular Meeting Minutes – September 16, 2026

Cascadia College
18345 Campus Way NE
Bothell, WA 98011

Tjossem Boardroom, CC2-260
4:00 PM

BOARD OF TRUSTEES

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

EXECUTIVE STAFF

Chari Davenport, Erin Blakeney, Dr. Ilder Betancourt Lopez, Brittany Caldwell, Shawna Pitts, Ifrah Mohamed, Dr. Eric Murray, Dr. Ellen Evans, AAG.

Thais Lima (presentation assistant)

Susan Thomas (recorder)

AUDIENCE

Audience members 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 4:00 pm.

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2. Consent Agenda

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

MOTION: Trustee Hussein
SECOND: Trustee Qadri
OUTCOME: Approved unanimously

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3. Public Comments

A. My name is Victor Begay. I am Navajo. I serve as professor of American Indian and Indigenous Studies. I am excited to invite the Board to the 5th Annual Cascadia College Indigenous Peoples Day event on Monday, October 12, 2026. The event will take place at 11:00 am in Mobius Hall. All Board members and public community members are invited. The event is free to attend. This year the event is co-sponsored by the City of Bothell, Lake WA School District, Northshore School District, and UW Bothell.

Flyer is attached as Addendum B.

B. Special welcome from Chair Quint to Lana Smith, Cascadia's former AAG, who was present for the board meeting.

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4. New Employees / Promotions

Dr. Murray introduced **Dr. Ilder Betancourt Lopez,** Vice President for Student Learning

Kristina Young introduced **Eric Camp**, Director of Natural Science Labs & Sustainability

Ifrah Mohamed introduced **Kasey Lee**, Assistant Director of HR & Payroll

Brittany Caldwell introduced:

Abbi Gilbertson, Assistant Director of Marketing and Communications

Heather Erickson, Foundation Program & Events Manager

Jeunai Stebbins, Director of Advancement

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5. Information Items

A. Policy Homework Review

NWCCU requires that the Trustees periodically review all Board policies. The policy review process is broken 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 is asked to review Articles 1.

B. Immigration Protocols

Each fall, President Murray publishes via email three resources to inform the campus community about our commitments to the Keep Washington Working Act. Those three

resources are included in the packet.
· Immigration Protocols F26 (how we respond to the presence of immigration enforcement officials if they appear on campus)
· Immigration Resources (delivered to employees and students)
· Issues Brief (information from the State Board to colleges)
Cascadia has an Administrator on Duty present on campus for late classes. The schedule for the AOD can be found using the bar code

C. Accreditation Update

NWCCU requires that the Trustees are a part of the accreditation process. The timeline in the packet updates the Trustees as Cascadia approaches the end of its 7-year accreditation cycle. This year (2026-27) is considered Year Seven when the college's Standard One Report is due. This report covers college "Student Success, and Institutional Mission & Effectiveness." Starting 2027, NWCCU has changed the evaluation cycle to an 8-year process.

Shannon Bath prepared and presented the Accreditation Update report that is available in the packet. An Accreditation Evaluation Team will be on campus for our review in Fall of 2027. Shannon shared the great news that our report was submitted, and no additional information was needed.

D. Trustee Self-Assessment Summary

NWCCU requires that the Trustees annually assess their own effectiveness. The instrument was approved in May, 2026 and results were collected from 4 of the 5 Trustees over the summer.

Results were consistent with years past with relatively low discord. Dr. Murray reviewed the areas of discord, most in how the Trustees receive and use data. The Trustees were pleased with the responses and were invited to meet individually with Dr. Murray if there were any follow-up concerns. Ultimately, the Trustees asked Dr. Murray to provide a suggested "streamlined" instrument, which he will produce for the October meeting.

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6. Information Items

A. Strategic Plan Initiatives and Data Review

The Strategic Plan is an evolving set of initiatives organized around Cascadia's three pillars: Equity, Access, and Superior Learning. Initiatives are reviewed annually and may be added, updated or continued as ongoing priorities. This section also includes the Yearly Mission Metric Overview.

President Murray referred Trustees to the "Strategic Overview" slide deck included in meeting packet and discussed the Strategic Plan's three pillars, **Equity, Access, and Superior Learning**, and their alignment with our Guided Pathways Plan. President Murray noted that the Guided Pathways will sunset in two years.

The Mission Metrics were reviewed last summer by Trustees and by the Student Success and Faculty Councils in the Fall.

Dean Erik Tinglestad provided information regarding national accreditation requirements for colleges and universities.

B. Monthly Finance Report

AVP Shawna Pitts presented The September Finance Update slide deck, beginning with the 2025-26 Fiscal Year End Outcomes. Cascadia finished out the year with a break-even, which is a great win for us. Contributing factors included higher interest income from investments, and the maturation of couple of bonds that allowed us to purchase bonds with higher interest rates.

In Reserves Reporting, Shawna reported that even with some unanticipated expenditures, including the failure of a system in Mobius Hall, reserve spending was reduced from the approved $1.1 million to approximately $762,000. Additional savings resulted from the College ID machine costing less than anticipated.

Regarding the 2026-27 Budget slide, Shawna noted that the Tuition and fee income will be updated in October after the 10th-day enrollment figures are available. Salaries and benefits will be reviewed after the Fall quarter.

C. Year-in-Review: Administrative Services

AVP Shawna Pitts presented the Greatest Hits- Administrative Services 2025-2026 slide deck, highlighting accomplishments across Information Technology Services (ITS), Facilities, Emergency Management, and Finance. She recognized the significant progress made across these areas and expressed appreciation for her team.

ITS accomplishments included a cybersecurity audit, employee drive migrations, Direct Transfer Agreement work, Windows and Office 365 upgrades, Mobius Hall AV modernization, and the Kodiak account initiative for students. These efforts improved processes and strengthened cybersecurity.

Facilities secured $5 million in gap funding for the CC5 Gateway Building, with groundbreaking anticipated in late March or early April. Additional accomplishments included asset and key inventories, minor remodels, a Campus Master Plan addendum, infrastructure partnership efforts with PSE, and growth in external events that generated more than $100,000 in revenue.

Emergency Management conducted tabletop exercises with executive leadership, updated and reorganized the Red Binder, distributed updated emergency procedure guides throughout classrooms and offices, and enhanced communication redundancies for the Emergency Operations Center.

Finance improved Accounts Receivable and Accounts Payable processes, launched the Nelnet student payment plan for fall quarter, improved the 1098-T process, and streamlined student refunds and collections. The department processed approximately 2,100 vouchers and 1,000 vendor payments and managed 3,300 inquiries through the AP email inbox. Budget processes were also improved, with training and updates provided to deans and directors.

Contract Management streamlined contracting processes with assistance from Ellen Evans, AAG.

D. Year-in-Review: Advancement

AVP Brittany Caldwell presented the first Advancement Update, emphasizing the department's focus on supporting Cascadia's mission. Highlights from the past year included funding for student and College initiatives, successful events, growth of the Board of Directors, and continued compliance with adequate consideration requirements.

Brittany highlighted significant fundraising and endowment growth. The Foundation endowment reached $4 million, including the Tjossem family endowment, which reached $1 million in lifetime giving. This boardroom is named in recognition of Robert & Linda Tjossem.

Looking ahead, Brittany outlined a focus on Process, People, and Plan.

Process: Work has focused on evaluating Advancement's role and value, reviewing processes and consulting outcomes, engaging campus partners, and bringing branding, marketing, communications, public relations, and donor relations together under one area.

People: Brittany recognized the seven-member Advancement team and Board of Directors for their collective support of the College's mission. Board Chair Jennifer Tennyson provided a brief introduction and shared her commitment to helping the College grow.

Plan: Priorities include improving scholarship access, streamlining cross-departmental support, evaluating Foundation events, and increasing outreach and donor engagement.

Marketing and Communications: Priorities include strengthening Cascadia's brand and campus collaboration, creating more student-focused communications, improving the Cascadia.edu user experience and accessibility, supporting enrollment efforts, and strengthening emergency communications and PIO processes.

7. Action Items

A. 2026-27 BOT Chair and Vice Chair

A new Board Chair and Vice Chair must be determined each September. Their duties begin after the conclusion of the September meeting.

The Board recommends that Trustee Alex Lee will be the 2026-27 Chair of the Board, and Trustee Shahryar Qadri will be the 2026-27 Vice Chair of the Board."

A reminder that the Vice Chair is the designated Legislative Liaison to the Association of College Trustees (ACT) unless otherwise specified.

MOTION: Trustee Ponto
SECOND: Trustee Mohamed
OUTCOME: Approved unanimously

B. 2026-27 Sub-Committee Members and School District Liaisons

New sub-committee members and school board assignments must be determined each September. These duties begin after the conclusion of the September meeting.
Consensus:

The Board recommends that:
· Vice Chair Lee and Trustee Ponto serve on the Finance Sub-Committee.
· Trustee Shahryar and Trustee Hussein serve on the Accreditation Sub-Committee.
The Board recommends that:
· Trustee Hussein and Trustee Ponto will represent at Northshore School District.
· Chair Quint will represent at Riverview School District.
· Vice Chair Lee and Trustee Qadri will represent at Lake Washington School District.

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8. Other Reports

A. Cascadia Events & Advocacy Board (EAB)

Chair Quint welcomed new EAB Chair, Jina Park. There was no report this month.

B. Cascadia Community College Federation of Teachers (CCCFT)

Dr. Shapiro expressed enthusiasm about the continued growth of the faculty, noting the addition of six new faculty members last year and seven this year. He also noted several

upcoming retirements, including his own, and shared that, budget permitting, the College hopes to fill those positions.

C. Cascadia Classified Union (WPEA)

Ryan Higgins was not present; no report submitted.

D. Reports from Board Chair and Trustees

- No board reports

E. President's Report – Dr. Eric Murray

- Dr. Murray shared that a revised one-pager will be distributed to the Trustees, along with the Mission Metrics, Self-Assessment summary, and Policy Review Instructions and Overview.
- Chair Quint will attend Convocation on Monday, which will include a State of the College update and welcome for new employees, followed by an all-employee exercise focused on identifying Cascadia's new values.
- An additional Action Item was presented regarding rising utility costs and their impact on Cascadia as well as other colleges. At a recommendation of the State Board capital team, Trustees were asked to review and sign a letter to PSE advocating for attention to the issue. This required action at this meeting due to an early October deadline.

  MOTION: Trustee Qadri
  SECOND: Trustee Ponto
  OUTCOME: Approved unanimously

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9. Other Business or Announcements

There was no other business

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10. Next Meeting – Public Meeting

Date: October 21, 2026, 4:00pm

Meeting Adjournment

Chair Quint adjourned the public meeting at 5:36 pm.

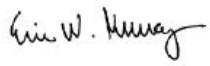
Approval of Minutes

Approved and Adopted on: October 21, 2026



Dr. Meghan Quint, Board Chair

Attest:



Dr. Eric Murray, President

Addendum A

Board of Trustees Meeting Attendance

Eric Murray, President	X
Meghan Quint	X
Colleen Ponto	X
Shahryar Quadri	X
Rania Hussein	X
Alex Lee	X
Ellen Evans, AAG	X
Brittany Caldwell	X
Shawna Pitts	X
Ilder Betancourt Lopez	X
Erin Blakeney	X
Chari Davenport	X
Ifrah Mohamed	X
Dave Shapiro	X
Jina Park	X
Susan Thomas	X
Thais Lima	X
Kristina Young	X
Erik Tingelstad	X
Teya Viola	X
Ana Nina	X
Shannon Bath	X
Laura Hedal	X

Becky Riopel	X
Jennifer Tennyson	X
Gergina Lazarova	X
Eric Camp	X
Kasey Lee	X
Lana Smith	X
Abbi Gilbertson	X
Heather Erickson	X
Victor Begay	X
Jeunai Stebbins	X
Ashneel Reddy	X

Addendum B


Cascadia College
Indigenous Peoples Day
STRENGTHENING TRIBAL SOVEREIGNTY
FOOD
MUSIC
WORKSHOPS
ALL ARE WELCOME
11:00 AM TO 1:00 PM
MOBIUS HALL
Monday, October 12, 2026