



SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

July 12, 2018

STUDY SESSION

2:30 p.m.

Room 111

Seattle Maritime Academy
4455 Shilshole Avenue NW
Seattle WA 98107

REGULAR SESSION

3:00 p.m.

Room 111

Seattle Maritime Academy
4455 Shilshole Avenue NW
Seattle WA 98107

STUDY SESSION

2:30 p.m.

STUDY SESSION

- A. Executive Session
- B. Board vacancy update
- C. Chancellor's Evaluation

REGULAR SESSION AGENDA

3:00 p.m.

CALL TO ORDER

3:00 p.m.

SAFETY ANNOUNCEMENT

3:05 p.m.

APPROVAL OF AGENDA | ACTION

Tab 1

3:05 p.m.

PUBLIC COMMENTS

Up to fifteen minutes are set aside for people to express their views on any matter except those restricted to Executive Session.

3:20p.m.

PRESENTATION

New Career Exploration Center model

Presenters: William Spence, Director of Academic Advising, Transfer/Study Abroad, and Career Services at SCC; Kao LéZheo, Dean of Student Success at SCC; James Leong, Completion Coach at SCC

3:35 p.m.

RECOMMENDED BOARD ACTIONS | ACTION

- A. Minutes from June 14 **Tab 2**
- B. Election of Board Officers for 2018-19 **Tab 3**
- C. Board of Trustees Meeting Schedule for 2018-19 **Tab 4**

3:45 p.m.

INFORMATIONAL ITEMS

- A. Enrollment and SEM Reports **Tab 5**
 - i. Presentation: Applied Bachelors Degrees
Presenters: Malcolm Grothe, Malcolm Grothe, Associate Vice Chancellor for Workforce; Jesse Cooley, Director of BAS Programs at NSC; Hannah Markwardt, Student Development Specialist for Allied Health BAS Programs at SCC

4:10 p.m.

ORAL REPORTS

Written Reports-Tab 6

- A. Chancellor's Report
- B. Chair's Report
- C. Trustees
- D. Labor Union Representatives
 - 1. Ms. Annette Stofer, AFT Seattle Community Colleges
 - 2. Mr. Alex Bacon, Washington Federation of State Employees
 - 3. Mr. Bob Sullivan, AFT-SPS
- E. College Presidents, Vice Chancellors
 - 1. Dr. Sheila Edwards Lange, Seattle Central College
 - 2. Dr. Warren Brown, North Seattle College
 - 3. Dr. Rosie Rimando-Chareunsap, South Seattle College
 - 4. Dr. Kurt Buttleman, Interim Vice Chancellor of Academic and Student Success
 - 5. Dr. Jennifer Howard, Interim Vice Chancellor of Administrative

Services

5:00 p.m. ADJOURNMENT

The next meeting of the Board of Trustees will be held on Thursday, September 14, 2018 at North Seattle College, 9600 College Way North, Seattle 98103. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSION(S)

An executive session may be held for one or more of the following purposes: (1) To receive and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.



SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

June 14, 2018

STUDY SESSION

1:30 p.m.

President's Boardroom

South Seattle College
6000 16th Avenue SW
Seattle 98106

REGULAR SESSION

3:00 p.m.

President's Boardroom

South Seattle College
6000 16th Avenue SW
Seattle 98106

Attendance: Ms. Teresita Batayola, Ms. Louise Chernin, Ms. Carmen Gayton, Mr. Steve Hill, Ms. Rosa Peralta, Dr. Shouan Pan, Dr. Warren Brown, Dr. Sheila Edwards Lange, Mr. Peter H. Lortz, Ms. Maureen Shadair, Dr. Kurt Buttleman, Dr. Jennifer Howard, Dr. Cindy Riche, Mr. Derek Edwards, Ms. Annette Stofer, Mr. Robert Sullivan, Mr. Dakota Chronis, Ms. Angel Decker, Mr. Omar Osman

Absent: Mr. Alex Bacon, Mr. Dakota Chronis

Guests who signed in: Greg Dempsey, Jr., Jesse Knappenberger, Larry Reid, Linda Manning

REGULAR SESSION AGENDA

CALL TO ORDER

Chair Chernin called the meeting to order at 3:02pm.

SAFETY ANNOUNCEMENT

Rebecca Hansen gave a safety announcement and took roll.

APPROVAL OF AGENDA | ACTION

Trustee Gayton made a motion to approve the agenda. Trustee Batayola Seconded. The motion passed 5-0.

ACCOLADE

Student Leaders Mr. Dakota Chronis, North Seattle College; Ms. Angel Decker, South Seattle College; and Mr. Omar Osman, Seattle Central College were recognized for their contributions to the board meetings over the past year.

LEADERSHIP ANNOUNCEMENT

Chancellor Pan introduced incoming South Seattle College President, Dr. Rosie Rimando-Chareunsap.

PUBLIC COMMENTS

Ref Lindmark spoke in support of approval of the Northgate pedestrian bridge. He stated that connecting the college with the transit center will connect neighborhoods and be a regional link to transit.

Casey Chow, NSC, asked the board to address the increasing cost of living in Seattle and stagnant wages.

Sybrina Woodson, NSC, shared her experience struggling to stay living in/near the city.

Lynn Christiansen, SSC, shared her personal experience preparing for retirement on her salary and asked the board to support locality pay.

Linda Bruton, SCC, shared her experience and frustration with stagnant wages.

Alex Bacon presented 400 signatures from WFSE members to request the board take action on regional pay.

PRESENTATION

Annual Guided Pathways Update from South

Presenters: Peter Lortz, Interim President; Rosie Rimando-Chareunsap, Vice President of Student Services; Greg Dempsey, Executive Director of Institutional Effectiveness; Jesse Knappenberger, Dean of Student Achievement

The team from South presented an annual update on Guided Pathways work at SSC. The goal of guided pathways is to implement institutional mechanisms to increase completion and narrow the performance gap. The college is working on ways to operationalize that commitment.

RECOMMENDED BOARD ACTIONS | ACTION

A. Minutes from May 10

Trustee Hill made a motion to approve the minutes. Trustee Gayton seconded. The motion carried 5-0.

B. Lifelong Learning Awards

Based on the award criteria, the committee recommends the following individuals for the Trustees' Lifelong Learning Award for 2018-19:

Karen Jurgensen, Full Time Faculty, Seattle Central College

John Figge, Part Time Faculty, North Seattle College

Julia Buchans, Classified Staff, Seattle Central College

Kurt Buttleman, Exempt Staff, Siegal Center

Trustee Batayola made a motion to approve the four awards. Trustee Hill seconded. The motion carried 5-0.

- C. Northgate Pedestrian Bridge Easements (Second Reading)
 - a. Path easement
 - b. Stormwater retainage system easement
 - c. Temporary construction staging area easement

Trustee Hill made a motion to approve the three easements and recommend action to the state board. Trustee Batayola seconded. The motion carried 5-0.

- D. FY2018-19 Budget

Jennifer Howard presented the proposed budget for 2018-19. The college presidents connected the budget investments to the strategic goals.

Trustee Hill made a motion to approve the operating budget. Trustee Batayola seconded. The motion carried 5-0.

(Trustee Hill left the meeting)

- E. Approval of S&A budget

Trustee Peralta made a motion to approve the S&A budget. Trustee Batayola seconded. The motion carried 4-0.

- F. Nomination of Board Officers for 2018-19

Trustee Batayola made a motion to nominate Louise Chernin as Chair and Steve Hill as Vice Chair. Trustee Gayton seconded. The motion carried 4-0.

- G. Chancellor's Evaluation for 2017-18

Trustee Batayola made a motion to approve the evaluation process and timeline. Trustee Gayton seconded. The motion carried 4-0.

INFORMATIONAL ITEMS

- A. Board of Trustees Meeting Schedule for 2018-19 – First Reading

The board reviewed the proposed meeting schedule for 2018-19.

- B. Strategic Plan Goal 2: Diversity, Equity, Inclusion, and Community

Kurt Buttleman and Pete Lortz gave a presentation on Goal 2.

ORAL REPORTS

Chancellor's Report

Chancellor Pan highlighted a few items from his written report including the successful completion of the second cohort of the Leadership Lab, Service Awards happening to recognize the longevity of employees across the district, and his participation in the Regional Workforce

Strategy Group. He also told the board about his recent presentation to CDRT on the Seattle Promise.

Labor Union Representatives

Ms. Annette Stofer, AFT Seattle Community Colleges, expressed support for the WFSE speakers and the need for regional pay. She told the board that faculty are in a similar position to classified staff.

Mr. Bob Sullivan, AFT-SPS, expressed support for the WFSE request for regional pay.

Student Representatives

Ms. Angel Decker, South Seattle College, introduced Jeffrey Campbell, the incoming USA President at South Seattle College.

5:00 p.m. ADJOURNMENT
The meeting adjourned at 4:58pm.

The next meeting of the Board of Trustees will be held on Thursday, July 12, 2018 at Seattle Maritime Academy, 4455 Shilshole Avenue NW, Seattle WA 98107. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSION(S)

An executive session may be held for one or more of the following purposes: (1) To receive and evaluate complaints against a public officer or employee; (2) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (3) To discuss with legal counsel litigation or potential litigation to which the college is, or is like to become, a party, when public knowledge of the discussion would likely result in adverse consequence to the district; (4) To consider, as a quasi-judicial body, a quasi-judicial matter between named parties; (5) To consider matters governed by the administrative procedure act, chapter 34.05 RCW; and/or (6) To plan or adopt the strategy or position to be taken during collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review proposals made in on-going negotiations or proceedings.

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: July 9, 2018

SUBJECT: Election of 2018-19 Board of Trustees Officers

Background

Seattle Colleges District Policy 125, Power and Duties of Officers of the Board, specifies that at its regular monthly meeting in July, the Board shall elect officers to serve for the ensuing September to August period. At the June 14, 2018 regular meeting, the board nominated Louise Chernin to serve as Chair and Steve Hill to serve as Vice Chair.

Recommended Action

It is recommended that the Board elect the individuals who were nominated as chair and a vice chair with their new terms beginning September 1, 2018.

Submitted by and transmitted to the Board with a favorable recommendation,



Shouan Pan, Ph.D.
Chancellor

MEMORANDUM

TO: Board of Trustees

FROM: Shouan Pan, Ph.D.
Chancellor

DATE: July 9, 2018

SUBJECT: 2018-2019 Board of Trustees Meeting Schedule

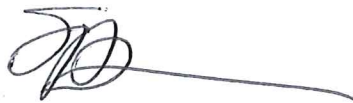
Background

In accordance with Seattle Colleges District Policy 126, "Meetings of the Board of Trustees – Guidelines," the attached schedule of Regular Meetings is proposed. All meetings take place on the 2nd Thursday of the month except for the month of October. In October 2018, the meeting will be held on the 3rd Thursday of the month.

Recommended Action

It is the recommendation of the administration that the Seattle Colleges Board of Trustees review the proposed meeting schedule for the 2018-2019 year, and if acceptable as written, approve the proposed schedule.

Submitted by and transmitted to the Board with a favorable recommendation,



Shouan Pan, Ph.D.
Chancellor



BOARD OF TRUSTEES 2018-19 MEETING SCHEDULE

Regular meetings are held on the second Thursday of the month, except October which is the third Thursday. Study Sessions begin at 1:30 p.m. **Regular meetings begin at 3:00 p.m.** Dates and locations of the meetings are noted below.

September 13	North Seattle College	9600 College Way North Seattle, WA 98103
October 18	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
November 8	South Seattle College	6000 16 th Avenue SE Seattle, WA 98106
December 13	North Seattle College	9600 College Way North Seattle, WA 98103
January 10	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
February 14	South Seattle College	6000 16 th Avenue SW Seattle, WA 98106
March 14	North Seattle College	9600 College Way North Seattle, WA 98103
April 11	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122
May 9	South Seattle College	6000 16 th Avenue SW Seattle, WA 98106
June 13	North Seattle College	9600 College Way North Seattle, WA 98103
July 11	Seattle Central College	1701 Broadway Avenue Seattle, WA 98122

MEMORANDUM

TO: Board of Trustees

FROM: Kurt R. Buttleman, *Interim Vice Chancellor – Academics & Student Success*

DATE: July 12, 2018

SUBJECT: Spring Quarterly Enrollment Report

This report provides preliminary, summary level information on Seattle Colleges' Spring Quarter and annual student enrollment. At the October meeting of the Board of Trustees, we will be providing a comprehensive, in-depth Academic Year in Review Enrollment report.

Enrollment Analysis as of Spring Quarter 2018

State Funded FTES - credits taken by students in courses that are funded by a combination of legislative appropriation of state funds, plus student tuition

- Seattle Colleges' 2017-18 Academic Year enrollment was 13,062 FTES which is 350 FTES (2.6%) lower than last year's final total of 13,412. This reduction is primarily driven by reductions in FTES at North (177) and SVI (147). Additionally, it should be noted that this year and into next year, Seattle Central partnered with South Seattle to help meet the demand for off-campus apprenticeship FTES. Although the final FTES associated with this partnership are not available at this time, the final outcome of this will not impact the District total, but will result in an increase in Central's total and a decrease in the total at South. I'll report on the final result of this in the October report.

International FTES - credits taken by students in contract supported courses that are funded by tuition paid by international students

- Seattle Colleges' enrollment in International FTES was 12.3% lower than last year's final total of 3,471. This downward trend has continued since peak enrollment in 2014-15 and is due in part to increased competition and the uncertainty of international politics. It should also be noted that since 2015-16,

the Seattle Colleges have been converting International Student FTES of 2% of our total State Funded FTES Allocation per SBCTC Allocation Rules. For 2017-18, this totals approximately 777 FTES that will be converted by the end of Spring Quarter.

Running Start FTES – credits taken by students in contract supported courses that are funded by contracts with K-12 school districts

- Seattle Colleges' enrollment was 1,131 FTES, which is 242 FTES (27.2%) higher than enrollment of 889 FTES last year. This increase is due in part to increased transportation options for high school students (i.e., light rail to Central), recent acceptance of the Smarter Balanced test as a placement tool, and efforts to increase awareness of the benefits of the program for students and families. This population of students will become increasingly important to monitor as the Seattle Promise initiative is implemented and the effects of the McCleary decision begin to be fully understood in the K-12 system.

District VI | 206.934.3872 | Fax 206.934.3894 | Voice Relay 800.833.6388
1500 Harvard Avenue, Seattle WA 98122-3803 | www.seattlecolleges.edu

State Funded FTES (Spring 2018 Final)																	
Year	College	Actual Summer	% of Summer Target	YTD% of Annual Allocation	Actual Fall	% of Fall Target	YTD% of Annual Allocation	Actual Winter	% of Winter Target	YTD% of Annual Allocation	Actual Spring	% of Spring Target	YTD% of Annual Allocation	Total Quarterly FTES	÷ 3 =	Total Annualized FTES	Annual Target
2017-18	District	4,731	93%	11%	12,168	96%	40%	11,388	90%	66%	10,899	89%	92%	39,186	÷ 3 =	13,062	14,185
	Central	1,585	99%	10%	4,367	95%	39%	4,059	88%	66%	4,028	91%	92%	14,038	÷ 3 =	4,679	5,090
	North	1,325	92%	11%	3,491	95%	40%	3,146	89%	66%	3,172	92%	92%	11,135	÷ 3 =	3,712	4,021
	South	1,701	94%	12%	4,163	103%	42%	4,048	100%	71%	3,559	88%	96%	13,471	÷ 3 =	4,490	4,660
	SVI	120	51%	10%	147	45%	22%	135	39%	32%	141	42%	44%	542	÷ 3 =	181	413
2016-17	District	5,013	97%	12%	11,891	92%	39%	12,057	96%	68%	11,275	92%	94%	40,237	÷ 3 =	13,412	14,298
	Central	1,583	98%	10%	4,103	84%	36%	4,259	91%	63%	4,040	88%	89%	13,984	÷ 3 =	4,661	5,246
	North	1,491	103%	12%	3,392	93%	41%	3,457	99%	69%	3,324	96%	97%	11,665	÷ 3 =	3,888	4,004
	South	1,710	93%	12%	4,105	103%	42%	4,114	103%	72%	3,676	78%	99%	13,605	÷ 3 =	4,535	4,593
	SVI	229	80%	17%	292	81%	38%	228	63%	55%	235	66%	72%	984	÷ 3 =	328	455
2015-16	District	5,003	90%	11%	12,037	89%	38%	11,784	87%	63%	11,485	89%	89%	40,309	÷ 3 =	13,436	15,135
	Central	1,562	93%	9%	4,233	83%	35%	4,120	84%	60%	4,142	87%	85%	14,058	÷ 3 =	4,686	5,484
	North	1,451	96%	12%	3,373	89%	38%	3,325	91%	65%	3,274	92%	91%	11,422	÷ 3 =	3,807	4,184
	South	1,749	88%	12%	4,120	102%	41%	4,084	93%	69%	3,786	94%	95%	13,740	÷ 3 =	4,580	4,810
	SVI	242	61%	12%	310	58%	28%	255	48%	41%	283	55%	55%	1,089	÷ 3 =	363	657
2014-15	District	4,997	90%	11%	11,961	89%	37%	12,136	90%	64%	11,803	92%	90%	40,898	÷ 3 =	13,633	15,135
	Central	1,552	93%	9%	4,318	84%	36%	4,368	89%	62%	4,328	91%	89%	14,566	÷ 3 =	4,855	5,484
	North	1,552	103%	12%	3,433	90%	40%	3,446	94%	67%	3,391	95%	94%	11,823	÷ 3 =	3,941	4,184
	South	1,609	81%	11%	3,900	97%	38%	4,058	93%	66%	3,783	94%	93%	13,350	÷ 3 =	4,450	4,810
	SVI	284	72%	14%	310	58%	30%	264	50%	44%	301	59%	59%	1,159	÷ 3 =	386	657
2013-14	District	5,341	99%	12%	12,124	91%	39%	13,672	104%	70%	13,040	103%	99%	44,177	÷ 3 =	14,726	14,847
	Central	1,622	97%	10%	4,625	91%	38%	5,237	108%	70%	5,416	115%	103%	16,901	÷ 3 =	5,634	5,446
	North	1,535	101%	12%	3,407	91%	40%	3,821	106%	71%	3,306	95%	98%	12,069	÷ 3 =	4,023	4,117
	South	1,857	99%	13%	3,732	93%	40%	4,267	103%	71%	3,952	102%	99%	13,807	÷ 3 =	4,602	4,631
	SVI	327	102%	17%	360	73%	35%	347	65%	53%	366	60%	71%	1,400	÷ 3 =	467	653



International FTES (Spring 2018 Final)								
Year	College	Summer	Fall	Winter	Spring	Total Quarterly FTES		Total Annualized FTES
2017-18	District	1,551	2,661	2,444	2,480	9,136	÷ 3 =	3,045
	Central	745	1,336	1,226	1,286	4,593	÷ 3 =	1,531
	North	468	753	661	655	2,537	÷ 3 =	846
	South	338	573	534	539	1,983	÷ 3 =	661
2016-17	District	1,571	3,059	2,934	2,850	10,414	÷ 3 =	3,471
	Central	785	1,513	1,454	1,428	5,180	÷ 3 =	1,727
	North	455	922	869	848	3,095	÷ 3 =	1,032
	South	331	624	611	574	2,140	÷ 3 =	713
2015-16	District	2,012	3,583	3,143	3,056	11,794	÷ 3 =	3,931
	Central	968	1,771	1,553	1,544	5,836	÷ 3 =	1,945
	North	563	1,057	933	886	3,440	÷ 3 =	1,147
	South	481	754	658	625	2,518	÷ 3 =	839
2014-15	District	2,065	3,760	3,740	3,722	13,287	÷ 3 =	4,429
	Central	1,158	2,153	2,048	1,947	7,307	÷ 3 =	2,436
	North	560	1,020	1,046	1,058	3,684	÷ 3 =	1,228
	South	347	587	647	716	2,297	÷ 3 =	766
2013-14	District	1,932	3,516	3,418	3,476	12,342	÷ 3 =	4,114
	Central	929	1,937	1,915	1,994	6,774	÷ 3 =	2,258
	North	715	1,142	1,094	1,032	3,983	÷ 3 =	1,328
	South	289	437	409	451	1,585	÷ 3 =	528
2012-13	District	1,500	2,973	2,903	3,224	10,600	÷ 3 =	3,533
	Central	750	1,679	1,579	1,680	5,687	÷ 3 =	1,896
	North	534	911	947	1,132	3,524	÷ 3 =	1,175
	South	216	383	377	412	1,389	÷ 3 =	463



Running Start FTES(Spring 2018 Final)								
Year	College	Summer	Fall	Winter	Spring	Total Quarterly FTES		Total Annualized FTES
2017-18	District		1,200	1,125	1,068	3,392	÷ 3 =	1,131
	Central		512	478	443	1,432	÷ 3 =	477
	North		297	264	260	821	÷ 3 =	274
	South		391	383	365	1,139	÷ 3 =	380
2016-17	District	0.8	934	898	833	2,666	÷ 3 =	889
	Central		325	317	308	950	÷ 3 =	317
	North		294	262	228	785	÷ 3 =	262
	South	0.8	309	313	293	916	÷ 3 =	305
	SVI		6	5	4	15	÷ 3 =	5
2015-16	District	3.1	756.8	745.1	692.4	2197.5	÷ 3 =	732
	Central		262	252	235	749	÷ 3 =	250
	North	0.8	235	232	198	666	÷ 3 =	222
	South	1.0	244	245	242	732	÷ 3 =	244
	SVI	1.3	15	17	18	51	÷ 3 =	17
2014-15	District	0	670	665	631	1,967	÷ 3 =	656
	Central		213	215	192	620	÷ 3 =	207
	North		221	212	197	630	÷ 3 =	210
	South	0.3	224	220	219	663	÷ 3 =	221
	SVI		13	18	22	53	÷ 3 =	18
2013-14	District		616	602	550	1,768	÷ 3 =	589
	Central		223	218	183	624	÷ 3 =	208
	North		211	200	178	589	÷ 3 =	196
	South		163	167	167	497	÷ 3 =	166
	SVI		19	16	22	58	÷ 3 =	19
2012-13	District	0.3	545	516	493	1,555	÷ 3 =	518
	Central		229	215	194	639	÷ 3 =	213
	North		165	159	141	464	÷ 3 =	155
	South	0.3	133	130	137	401	÷ 3 =	134
	SVI		18	12	20	51	÷ 3 =	17

MEMORANDUM

TO: Board of Trustees

FROM: Kurt R. Buttleman, *Interim Vice Chancellor – Academics & Student Success*
Earnest Phillips II, *Associate Vice Chancellor – Communications & Strategic Initiatives*

DATE: July 12, 2018

SUBJECT: Quarterly Strategic Enrollment Management (SEM) Update

Earnest Phillips and I are co-facilitating a Seattle Colleges' SEM committee.

We plan to provide the Board of Trustees and internal stakeholder groups with quarterly updates on SEM activities and results. This report is the second quarterly update on that work.

This report is focused on providing the Board of Trustees with an update on successes of a few key SEM initiatives and information on future SEM projects.

Selected Recent Successes:

Student Success Technology – a group of 40+ Seattle Colleges' stakeholders conducted an extensive due diligence process over the last few months and have come to consensus on a decision for the acquisition of a Student Success software package. As of the writing of this update, contract negotiations with the apparent successful vendor are on-going. We will be utilizing the skills of the ctcLink project team to implement this software package over the course of the coming year. At a future Board meeting, we plan to provide the Board with a demonstration of the capabilities of the system. This technology will also help to facilitate our Guided Pathways Strategy (Goal 1: Student Success).

Instructional Program Mix – Dr. Bradley Lane continues to lead the work to consolidate the three college nursing programs into one program at Seattle Central. This transition is on schedule to be complete by Fall Quarter, 2018.

Recruitment (Digital Advertising) - Recruitment, web, and communications personnel are using social media ads to drive potential students to a webpage where we collect contact information in the CRM. This enable us to initiate correspondence and provides real-time information on the potential students and their demographics.

CRM being used to send Acceptance Letters - South Seattle College is piloting a new process where students who apply receive their acceptance letter from Seattle Colleges' CRM (versus an email from the SBCTC system). Using the CRM allows us to use one email system to engage students from inquiry to enrollment, enables us to connect and track our efforts, improves the email's look and design, and provide us the ability to use active web links.

Continued Expansion of District-wide efforts – In addition to the initially established subcommittees listed below, new subcommittees have been formed to continue facilitating the momentum of collaboration across the Seattle Colleges.

Initial Subcommittees:

- Recruitment and Outreach
- Admissions
- Prerequisites
- Placement Methods and Process
- New Student Onboarding (Orientation and Entry – Advising)
- Evaluation and Data
- College Climate and Student Experience
- Instructional Program Mix

New Subcommittees:

- Financial Aid
- Workforce
- External Scan
- Seattle Public Schools
- Dates / Deadlines
- Advising
- Retention
- Student Success Technology Implementation
- Guided Pathways

BAS Opportunities – BAS programs at Seattle Colleges continue to grow in terms of both enrollment and new program development. The 2017-2018 academic year saw a nearly 25% enrollment increase, with over 460 annualized FTES across the district. New programs slated to begin in 2018-2019 include a Residential and Commercial Property Management degree at North Seattle and a Bachelor of Science in Nursing at Seattle Central. The colleges have worked together to develop joint application and recruiting processes, gather equity and diversity data to inform program changes, and begin development of statewide associate degree articulations. The Chancellor and Board continue to be champions of BAS degrees, both at Seattle Colleges and nationally through the ACCT and League for Innovation.

Next Steps:

Below is a draft version of a graphic depicting how we might view the relationship between SEM and Guided Pathways. As the work of the Strategic Plan unfolds, we envision further developing and expanding on information like this for the Seattle Colleges so that faculty and staff have a clear understanding of how the two Strategies relate and where they overlap.



**SEATTLE
COLLEGES**

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SEM

- Recruitment and Outreach
- Admissions
- New Student Onboarding (Orientation and Entry–Advising)
- Financial Aid and Registration (Could be working committee under Admissions)
- External/Environmental/Competitors Scan

Guided Pathways

- Prerequisites
- Placement Methods and Process
- Instructional Program Mix
- Workforce Programs
- Intrusive Advising
- Student Success Technology

Overlap

- Evaluation and Data
- Retention
- College Climate and Student Experience

MEMORANDUM

TO: Board of Trustees
FROM: Shouan Pan, Chancellor
DATE: July 12, 2018
SUBJECT: Report to the Board of Trustees

I. Student Success**IPASS Grant**

In June of 2018, Seattle Colleges brought to a close the Integrated Planning and Advising for Student Success (IPASS) grant. Along with two dozen other colleges and universities throughout the nation, Seattle Colleges received \$225,000 over three years beginning in the Fall of 2015. The grant was administered by EduCause, a nonprofit association whose mission is to “advance higher education through the use of information technology.” The purpose of the IPASS grant was to support further development of technology tools that contributed to increased student retention and completion. The project initially served to further enhance the Advisor Dashboard and EdPlan tool as well as to support additional organizational change activities. In a related grant, Seattle Colleges received \$150,000 in 2015 from the Bill & Melinda Gates Foundation to subscribe to a technology tool developed by Civitas Learning Inc. The tool, Civitas Illume Students, utilized predictive analytics to help staff target at-risk students for outreach and to improve term-to-term retention rates.

At the end of the grant initiative, Seattle Colleges is proud to report a number of key accomplishments. By the third year, staff used the predictive analytics platform, Civitas Illume Students, to implement two “nudge” campaigns and to conduct impact analyses of two existing initiatives. Nudge campaigns, short emails messages that encourage students to seek advising, were launched in the Fall 2017 and Winter 2018 terms; in these two terms, 967 and 1,763 students were reached. Impact analyses of these two campaigns resulted in inconclusive findings; it was unclear if student retention rates improved due to the campaigns. Nonetheless, rough estimates based on internal data showed a slight increase in retention rate of about 0.7 percent compared to the prior year (74.9% to 75.6% - the prior year Fall 2016 to Winter 2017 rate compared to the Fall 2017 to Winter 2018 rate). In addition to these findings, we used the Civitas tool to conduct impact analyses of two already existing initiatives: 13th Year and Project Finish Line. We detected positive and statistically significant findings in retention rates for select terms in both initiatives. These accomplishments were shared with the national cohort of IPASS grantees in late June.

Whether Seattle Colleges continues with Civitas Learning is currently under consideration. Regardless, the IPASS grant was helpful in building momentum, identifying needs, and exploring the use of technology tools to advance student retention and overall success.

SCCtv and the Seattle Central Creative Academy

SCCTV was excited to provide input and guidance to a VME 152 Course in the Seattle Central Creative Academy Program. The SCCTV General Manager spoke to the class early in the quarter to talk about the critical elements in storytelling. The class then had six teams of three students that created short documentaries about Seattle Colleges. Students from a variety of disciplines participated and the stories will air on SCCtv.

SCCtv and SMA produce video for educators

The Seattle Maritime Academy is also working with SCCTV to create two 2-minute videos and four 30-second videos. One of the 2-minute videos will be a video intended for educators, enticing them to include the maritime industry in their curriculum. For the clip, educators will get on a ship, head through the Locks, do science projects aboard and be interviewed by SCCtv.

II. Financial Health**Annual District Budget Presentation**

In early June, Interim Vice Chancellor of Administrative Services, Jennifer Howard, provided the 2018-2019 district budget presentation at North Seattle College. Questions from faculty and staff were field by vice chancellor Howard and chancellor Pan.

III. External Affairs/Partnerships**Seattle City Council approved 2019-2026 Family Education Preschool and Promise Levy Ordinance.**

After holding numerous discussions and soliciting public feedback by the Select Committee of the Seattle City Council, the Council held its final vote on Monday, June 18. The Council unanimously approved the 2019-2026 Family Education Preschool and Promise Levy package, which totals \$636.5 million, including \$40.7 million for the Seattle Promise Program aimed at expanding access to postsecondary education. Co-chairs of the Select Committee, Lorena Gonzalez and Rob Johnson, publicly thanked Seattle Colleges leadership for our active engagement and our commitment to raising \$443,000 per year during the seven-year duration of the Levy. On June 27, Mayor Durkan signed the Ordinance. In doing so, she and the City Council send the Levy to Seattle voters for a vote in Nov. 2018.

South Seattle College's George Town Campus Hosted "Together Seattle Works" Summit

Nicole Grant of the MLK Labor and Dave Gering of the Manufacturing Industrial Council jointly sponsored the 2018 Together Seattle Works Summit. The Summit was organized to bring together labor, manufacture, government, and education leaders in a meaningful exploration of strategies for expanding career-readiness learning and for strengthening the "family wage-job" base. The Summit took place on June 27-28. The Georgetown Campus hosted meetings and tours for the first-day events on June 27.

Meeting with Senator Pedersen

Trustee Chernin, Steve Levy, and Shouan Pan met with met with State Senator Jamie Pedersen. On June 26. A variety of topics, including reginal pay, were discussed during the meeting,

IV. Pride Points**The 2018 Commencement successfully Held at the Safeco Field**

On June 19, 2018, Seattle Colleges held its second combined Commencement exercise at the Safeco Field. Trustees, Mayor Durkan, college presidents, and chancellor Pan joined faculty, staff, and over 900 graduates and thousands of graduates' families in a formal celebration of academic success of our students. Altogether, approximately 3,000 students completed their studies at one of Seattle College campuses, obtained degrees or certificates, or were prepared to transfer to four-year universities.

Chancellor Pan appointed to Local Boards

The County Executive and Seattle Mayor appointed Shouan Pan to the Seattle-King County Workforce Development Council. In addition, the King County United Way Board of Directors voted to welcome Shouan Pan to its Board of Directors.



To: Seattle Colleges Board of Trustees

From: Annette Stofer, AFT Seattle President

Re: Report for July 12 meeting

During the Spring quarter of 2018, AFT Seattle was caught up in a number of important actions. Our main focus since last fall has been outreach to our members and non-members. At the time of writing this report, we have contacted more than 560 faculty, and will continue this effort as a regular practice. Our members express strong dedication to being in a union, and at least 68 people have signed up as new members in the last year. History shows us that a strong union movement brings positive change for workers everywhere, for families and communities, for social justice, and for democracy.

The Supreme Court case of Janus vs AFSCME has certainly been a catalyst for our faculty engagement activities. Much of my work time this spring has been spent on preparations for the decision, which they announced on June 27. The Human Resources Department is working with us to share messages about the impacts of the decision and to comply with the requirements, which became effective immediately. Fortunately, the timing of the decision allows us to take care of payroll changes before the next pay day. It will be necessary to update provisions in our CBA, both because of this decision and because of a new Washington State law that requires union access to new hires in paid orientation sessions.

AFT Seattle has been involved with a number of important events. We joined the SCD group in the June 24 Pride Parade. We sent four delegates to Washington State Labor Council's Political Endorsement Convention, helping to decide who would have labor's support for state and national political races, and sometimes who would see us actively working against their candidacy! Natalie Simmons, our President for Part-time Faculty, has conducted a number of Unemployment workshops to help contingent faculty know their rights and the process for applying for unemployment benefits. Faculty have attended protests at Detention Centers where parents have been held separately from their children. We have four delegates on their way to AFT's convention in Pittsburgh as you gather for this month's meeting. Our three Faculty Senates conducted selections of new senators. We are happy to welcome back people who have served before as well as a number of new people.

AFT Seattle remains committed to our fight for regional pay. We will also continue to give our time and attention to those issues that threaten civil society, inclusion of all, voting rights, and democracy itself. As an educational institution, we must contribute to an informed active citizenry. "Forward together. Not one step back!"



SEATTLE CENTRAL COLLEGE

One of the Seattle Colleges

PRESIDENT'S OFFICE

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MEMORANDUM

TO: Board of Trustees
FROM: Sheila Edwards Lange, Ph.D., President
DATE: June 28, 2018
SUBJECT: Seattle Central College monthly report

STUDENT SUCCESS

Graphic design student achieves high honor

Recent graphic design graduate Mariah Behrens received a national gold American Advertising award earlier this month. She submitted ["LOIS," a self-care magazine](#) for teen girls that focuses on promoting honest and warm communication. She reached out to 75 women to learn what they wish they knew about womanhood or childhood when growing up. LOIS also earned a gold award at the local level in Seattle and a silver award at the regional level. Behrens traveled to the national conference in Chicago to receive her award.

2018 President's and Vice President's Medal recipients named

Recent Seattle Central graduates Kim Retherford and Zahid Ali received the President's and Vice President's Medal award. Similar to salutatorian and valedictorian, the award is measured by more than academic achievement. Recipients must also exemplify good citizenship and community advocacy that Seattle Central is best known for. Retherford and Zahid were nominated by staff, students and faculty.

INSTITUTIONAL EXCELLENCE

Faculty members selected for outstanding instructor award

Seattle Central instructors Tsai-En Cheng and Katie Roberts were awarded with the annual Excellence in Teaching, Learning and Service Award in June. The award honors instructors who demonstrate high levels of leadership, performance and excellence in pursuit of the college's core themes related to successful student learning. Cheng and Roberts will each receive a \$1,000 prize and will be formally recognized during President's Day in the fall.

EXTERNAL AFFAIRS

Seattle University admits Seattle Central students on campus

14 students were admitted "on the spot" to Seattle University during their Admissions Day at Seattle Central earlier in June. Staff from various departments at the university were represented to provide information on admissions and program requirements. Students also stopped by for pre-advising, financial aid and scholarship questions. This is the first year Seattle U has come to Seattle Central to incorporate this new model to recruit students.

PRIDE POINTS

Large attendance at first graduation fair

The college partnered with the bookstore and the Commencement Planning Committee to sell over 200 cap and gowns at Seattle Central's first Grad Fair at the end of May. Graduates picked up their cap and gown at an early bird discounted rate, decorated their cap and enjoyed free food, prizes and live music.



MEMORANDUM

TO: Board of Trustees
FROM: North Seattle College President Dr. Warren Brown
DATE: June 28, 2018
SUBJECT: Report to the Board of Trustees

I. Student Success

- **NSC students receive high-power rocketry certifications**
18 members of the North Seattle College Rocketry Club, recently received National Association of Rocketry Level One high-power rocketry certifications. In order to certify, club members built rockets under the supervision of NSC faculty member, Traci Furutani. All rockets were successfully launched in Mansfield, WA at the Washington Aerospace Club launch and recovered in flyable condition.
- **NSC VP of Instruction Search and Candidate Forums**
The search committee for the Vice President of Instruction reviewed applicants and held campus community forums for five candidates. The committee recommended three candidates to move forward for additional review. After a thorough review, Pete Lortz, who had recently been serving as interim president of South Seattle College was selected.

II. Pride Points

- **Commencement 2018**
2018 marked the second time in Seattle College's history, where students from across the district came together at Safeco Field for the 51st annual Commencement ceremony. More than 1,108 students graduated from NSC. Many overcame significant obstacles to cross the stage with their peers and achieve their goals.
- **NSC Grad Fair/Party**
North Seattle College held its' inaugural graduation fair/party, on June 7 in the campus courtyard. Graduates attended an informal presentation on what to expect during Commencement. Students proceeded to the courtyard where they heard brief remarks from NSC President, Warren Brown and a student speaker. The crowd enjoyed a student skit and ended with refreshments and informational tables.
- **Dan Evans Awards**
Shireen Deboo, librarian, received the Dan Evans Innovation award in recognition of an innovative project that has improved learning outcomes. Kalyn Owens, chemistry faculty member, received the Dan Evans Chair for Exceptional Faculty, given in recognition of a faculty member's commitment to outstanding teaching and exemplary service.



MEMORANDUM

TO: Board of Trustees
FROM: Peter Lortz, Interim President
DATE: July 12, 2018
SUBJECT: Report to the Board of Trustees

I. **Student Success**

- On June 19, Seattle Colleges' graduates were celebrated with a combined commencement ceremony at Safeco Field. South conferred a total of 806 awards, including 438 associate transfer degrees, 207 professional and technical degrees and certificates, 102 high school diplomas or equivalents, and 59 bachelor of applied science degrees. Smaller celebrations for Career Link and international students were held earlier in the month as well.
- Interim President Peter Lortz presented three South graduates with the President's Medal of Scholarship for their outstanding academic achievement. Awardees were Adrian Claybourne (Aviation Maintenance Technology), Linda Nguyen (Computer Science) and Soph Davenberry (Sustainable Building Science Technology).
- Student and faculty research, scholarship and creative accomplishments from South's Academic Transfer program were celebrated at the 2018 Academic Showcase on May 29. Science projects, posters, essays, artwork, poetry and more were exhibited, giving students an opportunity to explore exciting ideas and take pride in their accomplishments.

II. **External Affairs**

- Washington State Governor Jay Inslee used South's Aviation Maintenance Technology hangar as his press conference location on June 6 to unveil an independent report that found our state is the "most competitive in the U.S. by a wide margin for aerospace manufacturing." King County Executive Dow Constantine also spoke, stating, "Working closely with aerospace industry leaders, South Seattle College is doing an excellent job preparing the next generation of aviation maintenance professionals for fulfilling careers."
- South's Center for International Education and hospitality faculty welcomed a delegation from Uzbekistan on June 8. The delegation's objective was to learn more about Seattle and South's hospitality programs, including our BAS in Hospitality Management, Northwest Wine Academy, and culinary arts degrees and certificates.

III. **Pride Points**

- South's food pantry, dedicated to addressing student food insecurity, wrapped up the 2017-18 academic year having served over 1,500 students. The pantry is a service project of Phi Theta Kappa Honor Society students, and will continue to serve campus next year.