

**SEATTLE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**  
**March 12, 2015**

**SPECIAL MEETING**  
North Seattle College  
9600 College Way North  
Seattle, WA 98103

2:00 p.m.

North Star Dining Room

**STUDY SESSION AGENDA**

**2:00 p.m. CALL EXECUTIVE SESSION**

A. To Discuss the Performance of Public Employees

**2:30 pm OPEN SESSION**

A. Recommended Board Action  
- Recommended Approval of Tenure

**Tab 3**

**TENURE RECEPTION**  
North Seattle College  
9600 College Way North  
Seattle, WA 98103

2:30 p.m.

**RECEPTION AGENDA**

2:30 pm

**TENURE RECEPTION**

<b><u>NAME</u></b>	<b><u>COLLEGE</u></b>	<b><u>INSTRUCTIONAL AREA</u></b>
John Toutonghi	South	Mathematics
Kim Llewelyn	South	Mathematics
Hana Gala	South	Hospitality
Catherine Dichter	Central	Library
Maryann Firpo	Central	Mathematics
Doug Tompson	Central	ESL & Adult Basic Education
Joshua Whorley	Central	Biology
Jerry Wright	Central	Mathematics
Bryan Rullan	Central/SVI	Allied Health
Kelda Martensen	North	Art

**REGULAR SESSION AGENDA**

**3:15 p.m. CALL TO ORDER**

**3:20 p.m. ROLL CALL**

**3:25 p.m. INTRODUCTION OF VISITORS – REMIND VISITORS TO SIGN IN**

**3:30 p.m. APPROVAL OF AGENDA | ACTION**

**Tab 1**

**3:30 p.m. ACCOLADE – TRANSFORMING LIVES AWARDS**

*Bryce Kasota – Seattle Central College  
Shaina Huntley – North Seattle College  
Niloufar Ghodsian – South Seattle College*

**3:40 p.m. PUBLIC COMMENTS**

Fifteen minutes are regularly set aside for others to express their views on any matter except those restricted to Executive Session. Anyone wishing to speak to the items on this meeting Agenda will be recognized when the item is being discussed.

**3:55 p.m. PRESENTATION**

*“Nursing Program Update”  
Presenter: Lena Hsritova, NSC Faculty Member*

**4:05 p.m. RECOMMENDED BOARD ACTIONS | ACTION**

- A. Approval of February 19, 2015 Meeting Minutes
- B. Recommended Approval of Tenure
- C. NSC Library Roof Lease to Verizon Request
- D. Second and Final Reading – Policy 250, 252, 258

**Tab 2**

**Tab 3**

**Tab 4**

**Tab 5**

**4:15 p.m. INFORMATIONAL ITEMS**

- A. *“Audit Exit Presentation”  
Presenters: Dr. Kurt Buttleman and  
June Li, Assistant State Auditor*

**Tab 6**

- B. Chancellor's Report
  - 1. Pacific Tower Update
- C. Legislative Update

Tab 7

**4:30 p.m. ORAL REPORTS**

- A. Associated Student Body Presidents
  - 1. Mr. Brian Pak Wing Leung, Seattle Central College
  - 2. Ms. Sarah Baker, North Seattle College
  - 3. Mr. Shane Brookman, South Seattle College
- B. AFT Seattle Community Colleges  
Ms. Kimberly McRae, Co-President  
Ms. Tracy Lai, Co-President
- C. Washington Federation of State Employees  
Mr. Ty Pethe, President
- D. Chancellor, College Presidents and Vice Chancellors
  - 1. Dr. Jill Wakefield, Chancellor
  - 2. Cabinet
- E. Board of Trustees
  - 1. Ms. Carmen Gayton, Chair
  - 2. Mr. Steve Hill, Vice Chair
  - 3. Ms. Teresita Batayola
  - 4. Mr. Jorge Carrasco
  - 5. Ms. Courtney Gregoire

**4:50 p.m. ADJOURNMENT**

*The next meeting of the Board of Trustees will be held on Thursday, April 9, 2015 at South Seattle College, 6000 16<sup>th</sup> Avenue SW, Seattle, WA 98106. There will be a Study Session at 2:00 p.m. and the Regular Meeting will follow at 3:00 p.m.*

## **MINUTES OF THE SEATTLE COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING** held Thursday, February 19, 2015 at  
Seattle Vocational Institute, 2120 South Jackson Street, Seattle, WA 98144

### **PRESENT FOR EXECUTIVE SESSION HELD AT 2:00 P.M.**

Trustees	Ms. Carmen Gayton, Chair Mr. Steve Hill, Vice Chair Ms. Teresita Batayola Mr. Jorge Carrasco Ms. Courtney Gregoire
Chancellor	Dr. Jill Wakefield
Presidents/Vice Chancellors	Dr. Warren Brown, NSC Dr. Paul Killpatrick, SCC Mr. Gary Oertli, SSC
Vice Chancellors	Dr. Kurt Buttleman Mr. Charles Sims Dr. Mary Ellen O'Keeffe
Advisory Representatives	Mr. Al Griswold, SVI Mr. Derek Edwards, AAG Ms. Tracy Lai, AFT Seattle Mr. Ty Pethe, WFSE  Mr. Brian Pak Wing Leung, SCC Student Mr. Marlon Do Couto for Sarah Baker, NSC Student Mr. Shane Brookman, SSC Student
Secretary	Ms. Harrietta Hanson
<b><u>ABSENT</u></b>	Ms. Kimberly McRae, AFT Seattle Ms. Sarah Baker, NSC Student

CALL TO ORDER

Board Chair, Ms. Carmen Gayton, called the meeting to order at 2:05 p.m.

ROLL CALL

The secretary, Harrietta Hanson, called the roll.

INTRODUCTION OF VISITORS

Ms. Gayton welcomed the visitors. Visitors introduced themselves. They included: Lincoln Ferris, D. Lee, Jason Fink, Victor Kuo, Cheryl Stuart, Heather Emlund, Vanessa Lamb, Sean Bagsby, Amy Danard, Dieny Aras, Roberta Byrd-Wright, Erick Avila, Rose Bailey, Beverly Niles, Daniel Parker, Jesseli Garcia-Scott, David Sandler, Cherisa Yarkin, Andrea Insley, Mary Hotchkiss, Myrtle Mitchell, Bruce Genung, Nancy Moulton, Sarah Dean, Tia Jones, Janice Melrose, Lawrence Willis, Robert Moore.

APPROVAL OF January 8, 2015 AGENDA

Ms. Gayton asked for a motion to approve the January 19, 2015 Agenda. **Motion passed unanimously (5-0).**

PUBLIC COMMENTS

The Board was addressed by Sean Bagsby of IBEW Local 46 regarding the SVI campus and PACT program. SVI faculty member Richard St. Clare spoke about value of SVI and the impact it has on students. SVI faculty member Denise Lichty spoke about changes and transition at SVI.

PRESENTATION

*"SVI: Past, Present and Future"*

Presented by Paul Killpatrick, President, Seattle Central College and Al Griswold, Associate Vice President, Workforce Education.

President Killpatrick and Mr. Griswold provided an overview of the history of SVI. The program was founded 28 years ago and has focused on teaching people with marketable skills. After a reduction in enrollment and funding during 2010-2012 time period, they developed a new vision and funding model—adapting to the changing environment. New partnerships with local employers, flexibility in class schedules, broader range of programs. The SVI campus needs to be treated the same as the other campuses—be a part of the Strategic Plan, etc.

APPROVAL OF MEETING MINUTES

Ms. Gayton asked for a motion to approve the January 8, 2015 meeting minutes. **Motion passed unanimously (5-0).**

FINAL ACTION – NONDISTURBANCE AGREEMENT WITH THE PACIFIC HOSPITAL PRESERVATION & DEVELOPMENT AUTHORITY

**Mr. Carrasco moved to approve action item C, Nondisturbance Agreement with the Pacific Hospital Preservation & Development Authority. Motion was passed unanimously (5-0).**

Trustee Carrasco moved to approve action item C, Nondisturbance Agreement with the Pacific Hospital Preservation & Development Authority. Motion was passed unanimously (5-0).

Mr. Carrasco also moved to revisit items D & E at the next Board meeting when more information and recommendations will be available. Specifically, he requested that Chancellor Wakefield and Vice Chancellor Buttleman prepare a document for the Board of Trustees which recaps the history of the proposed Pacific Tower transaction. The document should outline what the initial proposal was and what the proposal is at this point in time. This document should contain information on the budget and the sources of funding being used. It should also outline what risks there are in the proposed transaction and who is carrying that risk. Finally, it should contain a recommendation for the Board of Trustees.

#### INFORMATIONAL ITEMS

##### A. Chancellor's Report

1. Meeting with Seattle Public Schools  
Discussed the meeting with the Seattle Public Schools which focused on high school math & English and preparing students to be college ready.
2. Strategic Plans  
Discussed the Colleges' Strategic Plan and its alignment to the District's Strategic Plan, and relationship to student success.
3. The Board discussed the need for district coordination to align college and district goals—perhaps through a common dashboard and key performance indicator. The Board asked for an integrated view that highlights their commonalities as well as their unique strengths and cultures.

##### B. Quarterly Financial Summary

1. Mr. Buttleman reported that state auditors are currently present and that could have a potential impact on tuition revenue.

##### C. First Reading of Policies 250, 252, and 258.

##### D. Legislative Update

Laverne Lamoureux discussed the recent ACCT conference in Washington, D.C. National issues included risks to Higher Ed Grants and Pell Grants.

#### ORAL REPORTS

##### A. Associated Student Body Presidents

Mr. Brian Pak Wing Leung, of SCC's Associated Student Council (ASC), reported that 100 students from Central attended rally in Olympia to voice their support for higher education funding. Also discussed talent shows for students.

Mr. Marlon Do Couto, of NSC's Student Administrative Council (SAC), discussed art projects and secret projects that have been posted on a blog. Over 300 students attended a production of Vagina Monologues, which raised \$1500 for New Beginnings.

Mr. Shane Brookman, of SSC's United Student Association (USA), reported that 30 students from South met with legislators in Olympia to express their support for more funding of higher education.

- B. American Federation of Teachers (AFT) Seattle Community Colleges, Local 1789  
Ms. Lai complimented Gary Oertli and the South ANAPISI program for their national event at South on February 6 & 7, focused on enrollment, success & students of color. She also reported that for the February 19 Day of Remembrance, South will be hosting a poet and Central will hold a symposium featuring Roger Daniels—a Japanese American scholar who will speak on diversity.
- C. Washington Federation of State Employees (WFSE)  
Mr. Pethe thanked staff for attending meeting at SVI. A Dec. 8 survey of 28 questions found that 50% of participants felt they were doing meaningful work. Discussed revitalization plan.
- D. Board of Trustees  
No reports.

#### ADJOURNMENT

The meeting was adjourned at 5:10 p.m.

*The next meeting of the Board of Trustees will be held on Thursday, March 12, 2015 at North Seattle College, 9600 College Way North, Seattle, WA 98103. There will be an Executive Session at 2:00 p.m., followed by a Tenure Reception at 2:30 p.m. and the Regular Meeting will follow at 3:00 p.m.*

APPROVED BY:

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Carmen Gayton, Chair

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Date



**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Jill Wakefield, Ed.D.  
Chancellor

**DATE:** February 27, 2015

**SUBJECT:** Recommended Approval of Tenure

**Background**

You have received tenure summaries for review and consideration for eight faculty members. The faculty members listed below have been found to be qualified in their fields as instructors, and have been recommended for tenure in their discipline by their college tenure review committee, vice president, and president. I concur with these recommendations.

**South Seattle College**

Kimberly Llewelyn	Mathematics
John Toutonghi	Mathematics

**Seattle Central College**

Catherine Dichter	Library
Maryann Firpo	Mathematics
Josh Whorley	Biology
Jerry Wright	Mathematics

**North Seattle College**

Kelda Martensen	Arts
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**Seattle Vocational Institute**

Bryan Rullan	Allied Health
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**Recommended Action**

It is recommended that the Board of Trustees, having given reasonable consideration to the recommendations of the tenure review committee, the vice president and president, grant tenure to the faculty member in his discipline as specifically indicated above.

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

A handwritten signature in black ink, appearing to read "Jill Wakefield". The signature is written in a cursive style with a large initial "J".

Jill A. Wakefield, Ed.D.  
Chancellor

## MEMORANDUM

TO: Board of Trustees

FROM: Dr. Warren Brown, President  
North Seattle College

DATE: March 12, 2015

SUBJECT: Recommendation for Approval of Verizon Roof Lease

### Background:

North Seattle College requests that this roof lease approval proposal be placed on the Board of Trustees' March meeting consent agenda for processing to the State Board for Community and Technical Colleges.

Verizon has proposed to lease a 977 square foot portion of the North Seattle Library roof to install screened low rise antennas in order to enhance cell phone reception in this area. The proposed lease is for four renewable five-year terms. The renewal terms increase progressively from \$12,000 to \$20,988 per year.

Our campus architect has worked with Verizon technicians to ensure that appropriate connections to the library roof would be installed, allowing for NSC to re-roof the area in the future without problems at the base of the antennas. Appropriate setbacks were included to minimize the visual impact of the screened 8 foot antennas.

Verizon has obtained a City building permit to install the antennas after the required neighborhood comment period. If the lease is approved, the antennas could be completed by summer of 2015.

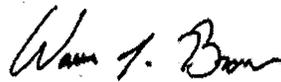
Procedurally, the SBCTC requires that the local Board of Trustees approves the lease before its Executive Director Marty Brown signs off on the lease. Derek Edwards has approved the lease as to legal form.

Recommendation for Verizon Lease  
March 12, 2015  
Page Two

**Recommendation:**

North Seattle College recommends that Verizon be permitted by the Board of Trustees to lease a portion of the Library roof to install and maintain low rise cell phone antennas.

Submitted by:

A handwritten signature in black ink, appearing to read "Warren F. Brown", enclosed within a thin black rectangular border.

Dr. Warren Brown  
President

Transmitted to the Board of Trustees with favorable recommendations.

A handwritten signature in black ink, appearing to read "Jill Wakefield", written in a cursive style.

Dr. Jill Wakefield  
Chancellor

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Kurt Buttleman  
**DATE:** March 12, 2015  
**SUBJECT:** Policy 250 – Second Reading & Final Action

**Background**

The attached SCD Facilities Use Policy revision is suggested to update this policy.

This item is being sent to the Board for second reading and final action. Once the Board approves the policy, it becomes effective immediately.

**Recommendation**

It is recommended that the Board adopt these revisions to Policy 250.

Submitted by:



Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Jill Wakefield  
Chancellor

**SEATTLE COLLEGE DISTRICT POLICY**

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**NUMBER: 250**

**TITLE: USE OF SEATTLE COLLEGES DISTRICT FACILITIES**

Because the Seattle College District is an educational institution provided and maintained by the people of the state, its campuses, buildings, properties, and facilities shall be reserved at all times for those activities which either are related directly to its educational or public service mission or are justifiable on the basis of their contributions to the cultural, social, or economic development of the state.

Authority SCD WAC 132F.136

Board of Trustees - Revision & Adoption History

*Adopted: 4/6/1981*

*Revised: 6/11/2009*



**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** Kurt Buttleman  
**DATE:** March 12, 2015  
**SUBJECT:** Policy 252 – Second Reading & Final Action

**Background**

The attached Naming of Seattle College District Facilities policy revision is suggested to clarify the process for naming Seattle College District Facilities.

This item is being sent to the Board for second reading and final action. Once the Board approves the policy, it becomes effective immediately.

**Recommendation**

It is recommended that the Board adopt these revisions to Policy 252.

Submitted by:

Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.

Dr. Jill Wakefield  
Chancellor

## Seattle College District Policy

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NUMBER: 252

TITLE: Naming of Seattle College District Facilities

Adopted Date: 6/7/1995 Last Revised: 3/12/2002

Buildings and facilities shall generally be named in a manner descriptive of their basic functions. ~~Only in very unusual circumstances shall an individual's name be used.~~ However, in case of a unique, extraordinary professional or financial significant personal contributions of someone closely associated with to the College District Seattle Colleges, it will be proper for an individual's or organization's name to be bestowed upon a building, facility, outdoor space, or room contained therein. ~~In the case of a small facility or rooms, names may be rotated if there is a need to honor more than one person.~~

Decisions to name buildings, facilities, outdoor space, or rooms permanently shall require three months to elapse between the first written request ~~to~~ from the Chancellor to the Board of Trustees and the time when further action shall be taken on such proposal by the Board of Trustees.

Additionally, ~~t~~ The Board of Trustees may exercise discretion to authorize ~~other~~ naming of facilities under terms and conditions it deems reasonable.

Board of Trustees - Revision & Adoption History

Adopted: 6/7/1995

Revised: 3/12/2002

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Kurt Buttleman

**DATE:** March 12, 2015

**SUBJECT:** Policy 258 - Second Reading & Final Action

### Background

The attached Seattle College District Enterprise Activities policy revision is suggested to clarify our processes.

This item is being sent to the Board for second reading and final action. Once the Board approves the policy, it becomes effective immediately.

### Recommendation

It is recommended that the Board adopt these revisions to Policy 258.

Submitted by:



Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.



Dr. Jill Wakefield  
Chancellor

## SEATTLE COLLEGE DISTRICT POLICY

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NUMBER: 258

TITLE: DISTRICT ~~COMMERCIAL~~ ENTERPRISE ACTIVITIES

AUTHORITY: ~~Senate Substitute Bill 5688 - Chapter 97 Laws of 87~~  
RCW 28B.63

As covered under the above authority, Seattle College District VI shall authorize only those District Enterprise ~~commercial~~ activities that provide goods, services or facilities to students, faculty, staff and invited guests, and which meet one of the following criteria:

- A. The goods, services or facilities are ~~substantially and directly consistent with related to~~ the institution's instructional or public service mission.
- B. Provision of the goods, services, or facilities on campus represents a special convenience to and supports the campus community, or facilities extracurricular or public service.
- C. Fees charged for the goods, services, or facilities take into account the full direct and indirect costs.

In addition, each campus may establish a Commercial ~~Activities~~ Enterprise Committee which shall carry out the following responsibilities:

1. Review existing activities for compliance with the law.
2. Respond to inquiries or concerns from local businesses and prepare recommendations to the president/vice chancellor or executive director in response to such inquiries.

The campus president/vice chancellor or executive director will review the recommendation of the ~~Commercial~~ Enterprise Activities Committee and make final response.

Board of Trustees - Revision & Adoption History

Adopted: 7/13/1989

Revised: 4/7/1998



Central · North · South · SVI

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## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Kurt Buttleman  
**DATE:** March 12, 2015  
**SUBJECT:** Audit Exit presentation

### Background

As I have previously reported to the Board of Trustees, due to changes in standards of the Northwest Commission on Colleges and Universities, the Seattle Colleges were part of a pilot group of 8 other Washington State community college districts which have prepared; or are in the process of preparing financial statements for fiscal year 12-13.

The new standard states:

“For each year of operation, the institution undergoes an external financial audit, in a reasonable timeframe, by professionally qualified personnel in accordance with generally accepted auditing standards. Results from the audit, including findings and management letter recommendations, are considered in a timely, appropriate, and comprehensive manner by the administration and the governing board.”

Previously, none of the Washington Community and Technical Colleges had prepared individual college or district financial statements for audit as each of the college districts had been audited as a part of the State of Washington’s Single Audited financial statement.

At today’s meeting, we have invited representatives from the Washington State Auditor’s Office (SAO) to present the results of their audit of our fiscal year 12-13 financial statement.

We have found this exercise to be useful and insightful. We have taken this opportunity to improve a number of our internal processes and look forward to preparing and presenting annual financial statements into the future.

### Recommendation

It is recommended that this item be received as information only.

Submitted by:

Dr. Kurt R. Buttleman  
Vice Chancellor for Finance & Technology

Transmitted to the Board of Trustees with favorable recommendation.

Dr. Jill Wakefield  
Chancellor



MEMORANDUM

Seattle  
CENTRAL  
Community  
College

TO: Board of Trustees

NORTH  
Seattle  
Community  
College

FROM: Jill Wakefield, Ed. D.  
Chancellor

SOUTH  
Seattle  
Community  
College

DATE: March 12, 2015

SUBJECT: Chancellor's Report

SVI Seattle  
Vocational  
Institute

**Chancellor's Advisory Council**

President Obama's proposal for free college was the topic of the lively and informative discussion at our standing room only meeting on February 18.

■ ■ ■

Georgetown  
Campus

Seattle Mayor Ed Murray and Seattle Superintendent of Public Schools Larry Nyland were featured speakers. I shared how our vision of college-for-all aligned with the President's, and we all agreed that higher education is key to social and economic mobility Seattle residents will need in the near future.

NewHolly  
Learning  
Center

With an eye on the district's 50th Anniversary in 2016, and a working goal of \$50 million for our campaign, we are looking to our Advisory Council and other community and philanthropic leaders for advice and guidance on our themes and objectives. Stuart Grover, our campaign consultant from Collins Group, spoke about the campaign and our focus on access, completion, and success.

Seattle  
Maritime  
Academy

**Opportunity Summit**

I had an opportunity to serve on a panel at the National Opportunity Summit in Washington D.C. on February 26. The summit was sponsored by Opportunity Nation and our topic — "Hire" Ed: The Road to the American Dream via Postsecondary Education— focused on the need for some form of training, degree, or credential after high school in order to secure a job with family-sustaining wages.

Wood  
Construction  
Center

I was joined by:

- Mark Mitsui, Deputy Assistant Secretary for Community Colleges, U.S. Department of Education, and former President of North Seattle College.
- Joshua Mbanusi, Opportunity Leader; Autry Fellow, MDC
- Paige Ponder, CEO, One Million Degrees
- Jon Marcus, Higher Education Editor, Hechinger Report

Washington District VI

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Seattle, WA 98122  
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Fax 206.934.3883

John Sharify, general manager for Seattle Colleges Cable Television, also attended. Sharify was selected as an 'Opportunity Leader' representing Seattle for his work at Seattle Colleges and for his body of work as a broadcast journalist covering poverty and the 'opportunity gap' in America.

Opportunity Nation is a bipartisan, national campaign comprised of more than 300 businesses, educational institutions, nonprofits and civic organizations working together to expand mobility and close the opportunity gap in America. Seattle Colleges has been a proud partner of this national campaign.

### **League of Innovation**

On March 7, 2015, I chaired the League of Innovation 17<sup>th</sup> annual meeting in Boston, MA. Our focus was on strategic planning, led by representatives from the Institute for the Future. I also provided the welcome for this year's Innovations conference.

MEMORANDUM

TO: Board of Trustees

FROM: Gary Oertli, President

DATE: March 12, 2015

SUBJECT: PRESIDENT'S REPORT – INFORMATION ONLY

**South Well-represented at CASE VIII Conference**

The Council for Advancement and Support of Education (CASE) held its annual conference in Seattle from February 4-6, and Associate Vice President of College Relations and Advancement Elizabeth Pluhta shared South's success in advancement and marketing with two presentations. While CASE conference programming is traditionally dominated by four-year universities and colleges, Elizabeth illustrated community colleges are able to make great strides (with a smaller staff and less resources) in her presentations on the success of our 13<sup>th</sup> Year Promise Scholarship Program and the growth of our Foundation. These were the only two presentations from a community college at the entire conference.

**Northwest Wine Academy the Highlight of King 5's Evening Magazine**

It made perfect sense for King 5's Evening Magazine – a staple of Puget Sound evening viewing since 1986 – to choose South's Northwest Wine Academy as their host location on February 18, which also happens to be "National Drink Wine Day." Host Michael King interviewed both Wine Technology Coordinator Regina Daigneault and alumna Casey Cobble (who is now a vintner for Robert Ramsey Cellars). It was great exposure for our excellent program, now in its 11<sup>th</sup> year, which offers degrees and certificates in wine making, food and wine pairing, and wine marketing and sales.

**National Skills Coalition Puts Holly Moore in the "Leadership Spotlight"**

Holly Moore, executive dean of South Seattle College's Georgetown campus, was the highlight of the National Skills Coalition "Leadership Spotlight" feature story for February. In the extensive interview, Holly talks about her national leadership in promoting the importance of apprenticeships for the U.S. economy, her role in administering the largest apprenticeship training center in the Northwest, and her many accomplishments as executive dean. The National Skills Coalition is a broad-based group of over 3200 members working toward a vision of an America that grows its economy by investing in its people.

## **South Hosts “College Goal Washington” to Help with FAFSA/WAFSA Applications**

In partnership with the Washington Student Achievement Council, South volunteers hosted an all-day “College Goal Washington” event on February 11. The event’s purpose was to help current students and surrounding community members complete their FAFSA (federal financial aid) and WAFSA (Washington State financial aid) applications. Lyanne O’Connell, a financial literacy specialist at South, coordinated the event and led 32 volunteers in helping over 100 students, parents and community members understand the financial aid process with one-on-one counseling. We also partnered with the United Way and WorkSource to provide free tax preparation aid throughout the day. Students said they were grateful for the help, and several came back later in the day with friends so they, too, could take advantage.

## **Budget Planning Process Begins for Fiscal Year 2015-16**

Our transparent budget planning process began on March 11 with a campus-wide meeting to gather ideas and feedback as we work toward formulating a balanced 2015-16 fiscal year budget. At South, it is important to include faculty and staff in the planning process from the beginning, and they will be updated throughout that process with future meetings.

## **Using Our Own Experts to Improve New Student Orientation**

As part of all new students’ first time registration at South, they take part in a mandatory *START: New Student Orientation* hosted by New Student Services to ensure they become familiar with available resources, and register for the right classes at the onset. Over two days in February, New Student Services invited staff and faculty to experience the orientation firsthand to, first, provide feedback on how to improve orientation content and, secondly, familiarize themselves with enrollment steps and resources. It was a valuable exercise that will further improve our new students’ experience and chance at success at South.

## **NISOD Award Winners Announced**

I am pleased to announce South Seattle College’s 2014-15 National Institute for Staff and Organizational Development (NISOD) Excellence Award winners: English Instructor Bob Delacruz and Medical Office Instructor Jennifer Evans. These outstanding faculty members represent professional excellence and a commitment to our students, and make a positive impact on our campus every day. The NISOD Excellence Awards are considered one of the most coveted recognitions among community and technical college educators, and have honored over 25,000 recipients nationwide since 1989.

### **STEM Fair Introduces Students to a Future in Technical Fields**

The Women in STEM Club at South – focused on encouraging all students to explore an education in science, technology, engineering and math - hosted a STEM Fair on February 26. Over four hours in the Jerry M. Brockey Student Center, faculty and students representing math, physics, chemistry, computer science and biology set up booths and answered questions about the disciplines and how to pursue a career. In addition, information on Seattle Colleges' Ready, Set, Transfer! Program was provided (the program provides talented, low-income students with the tools and support needed to pursue careers in STEM). The successful event had a solid turnout, and the friendly atmosphere gave students an opportunity to envision themselves focusing on a future in STEM.

### **Back-to-back Art Galleries Show Off Professional-Technical Artistry**

The last two exhibitions at South's Art Gallery have given students and faculty from our welding, automotive and culinary arts programs an opportunity to show how their skills – while often functional in their application – can be used for inspiring artwork. From January into February, Welding Fabrication Technology and Auto Body Collision Repair students and teachers put on the "Student Technical Trade Show" with welded sculptures created from scrap metal and discarded bowling pins turned beautiful with automotive paint jobs. From February into March, "The Transformation of Sugar to Art" displayed our culinary students' and teachers' ability to turn the most modest of ingredients – sugar – into towering, vibrant sculptures.

## MEMORANDUM

TO: Board of Trustees

FROM: Paul T. Killpatrick, Ph.D.  
President

DATE: March 12, 2015

SUBJECT: President's Report

### Central

#### **Nursing students host health promotion fair**

Nursing students earned valuable experience distributing health information with their peers earlier this month at a Health Promotion Fair they hosted on campus. As part of an assignment for their Health Promotion and Nursing Leadership class, each of the seven cohorts of second-year nursing students were required to have a booth with a presentation about a health topic relevant to students on campus.

Topics included contraception, smoking cessation, over the counter medicines, immunizations, proper hydration, nutrition, fitness and the importance of hand washing. The King County Department of Health will feature an article about the student presentations in their monthly newsletter.

#### **Renamed "Innovations College" launches new initiatives**

The Experimental College recently changed its name to the Innovations College to avoid confusion with UW's Experimental College and to better reflect its mission, which is to innovate. The Innovations College was formed last year to offer courses and programs that don't fit the official department schedule and are designed to promote student engagement, respond to market trends and capitalize on instructor creativity.

As part of the rebranding, the Innovations College is launching new programs that expand opportunities for students and the community. In May, it will partner with the Wood Technology Center to offer a boat-building class for families, and plans are in the works for classes for school-age children over the summer. Additionally, Seattle Central is now an official testing site for the 2015 MCAT, the medical school admissions test and is looking to expand the college's role as a facility for testing of this kind.

#### **Student magazine hosts discussion on controversial magazine cover**

The Central Circuit student editorial board hosted a discussion last month regarding whether to republish a cartoon of the Islamic prophet Mohammed. The controversial image had originally been published as the cover of Charlie Hebdo following the attacks on the Paris weekly in January. More than 80 attendees packed the room, and students, faculty and staff offered their opinions.

Representatives from the Muslim Student Association and others voiced concerns that reprinting the image would be disrespectful to practitioners of Islam, while others argued that journalistic free speech was at stake. Although no decision was made at the event, the student publication later decided not to reprint the controversial cartoon. The issue was released in early February for the first time in its new newspaper format. It featured commentary from student writers expressing diverse opinions on the subject of the Charlie Hebdo cartoon and the subsequent campus conversation.

#### **Facilities director named president of regional facilities professional association**

Chuck Davis, director of Facilities, was recently named president of the Pacific Coast Region of APPA (the Association of Physical Plant Administrators), an organization of educational facilities administrators. APPA helps administrators become better leaders, helps transform institutions into more inviting environments and helps elevate the recognition and value of educational facilities as assets to institutions. The Pacific Coast region of APPA encompasses the entire west coast of North America, including Washington, Oregon, California, Alaska, British Columbia and the Baja California peninsula in Mexico. Chuck was sworn in for his year-long term at the 2014 annual meeting in British Columbia.

#### **Instructor reflects on Arab Spring at World Affairs Council panel**

In 2011, Tunisians sparked a democratic revolution that spread across North Africa and the Middle East known as the "Arab Spring." Four years later, Arab Spring movements across the region have achieved varied results. Jawed Zouari, Ph.D, Political Science faculty at Seattle Central, discussed how revolutions have played out over the past several years in a panel discussion hosted by the Seattle World Affairs Council, an organization that aims to engage Americans in international affairs, earlier this month.

An expert in Tunisian culture and politics, Zouari reflected on Tunisia's successful democratic transition during the discussion. He was awarded a Fulbright Scholarship in 2003 to teach courses in international relations, public policy and research methods at the University of Tunis. While in Tunisia, he also conducted research on economic privatization in the country, presented papers in conferences in Cairo and Tunis, and organized a conference on globalization and democratization

#### **Former student profiled on UW website**

Seattle Central alumnus and current University of Washington student Mark Bennett was recently profiled on the University's homepage. In the article, Mark tells the story of how he overcame homelessness and a drug addiction and eventually earned his high school diploma, moved into transitional housing and gained custody of his young son.

Mark enrolled at Seattle Central College while he was still homeless, and discovered his passion for math. He joined the MESA (Math Engineering Science Achievement) program, which provides academic and transfer support services to STEM majors at community colleges and received significant financial support from Seattle Central Foundation scholarships. Mark earned an associate degree in physics and mathematics and spoke at commencement in 2013. He remains connected to Seattle Central and returned to campus in November to present scholarships at the 2014-15 Scholarship Award Ceremony.

#### **New web page connects potential students with Seattle Central**

Seattle Central launched a new webpage earlier this month designed to introduce the college to prospective students. The new portal is easily navigable from the homepage and allows potential students to explore the programs and services Seattle Central can offer them. The new page features an innovative and interactive design, as well as quotes and images of current students and alumni that help to emphasize the experience of being a Seattle Central student. It was designed by Seattle Central's Web Team, with content and input from the Public Information Office.

#### **Seattle Maritime Academy breaks ground on new facility**

Seattle's booming Maritime industry will face a labor shortage in the next few years as much of its aging workforce retires. To address this need, the Seattle Maritime Academy (SMA) at Seattle Central College recently broke ground on a new, advanced facility. When it opens in late 2016, the new building on the Ballard campus will enable the Academy to greatly expand its existing programs and offer a variety of new ones to better address the needs of this growing industry.

The existing 40-year-old facility is currently operating at capacity, with 36 students in its Marine Engineering Technology program. The new 24,000-square-foot building, constructed sustainably and expected to achieve Silver LEED Certification, will drastically increase this capacity by enrolling up to 150 students in an expanded range of programs.

The industry is growing rapidly and according to SMA Dean Matthew von Ruden, it is also demanding more individuals with higher-level engineering credentials. Currently, von Ruden is working with the academy's Technical Advisory Committee to identify and develop programs that teach these higher-level skills through classroom instruction, laboratory exercises, simulation and afloat training.

The expanded campus will also modernize how students learn. The new facility will include laboratories for diesel engines, refrigeration, and hydraulics, as well as simulation laboratories for individual and team training. The academy plans to offer more flexible training options to enable current mariners to advance their careers with advanced merchant credentials.

### **Science club helps women in STEM fields and beyond**

Each week, dozens of students in the WISE (Women in Science and Engineering) club on campus meet to swap stories about experiences in class, share college and career advice and chat about the latest in science news.

Though the club's officers are female, it is inclusive to all students regardless of gender or academic major. Meetings are well attended by male students and officers say it's important to have men who can advocate for and support their female peers.

Last month WISE members organized volunteers to help with the Science Olympiad that took place on campus. Around 400 students from dozens of local middle and high school teams flocked to Seattle Central to compete in 50 different events that involved applying math and science skills to conduct experiments and build projects. WISE members helped them navigate the college's hallways, judged events and worked to excite them about pursuing science as a career.

### **SVI**

#### **SVI Student Leadership**

The formalization and establishment of a solid Student Leadership organization began in earnest at the beginning of Fall 2014. Students and staff have made significant progress and have worked on processes and documentation, the development of clubs and councils, and rebuilding the spirit and energy of the SVI campus community.

During Fall quarter students hosted a lively campus-wide event and developed and finalized a student leadership mission statement. Under the direction of Dieny Aras, Student Development Advisor, the group established a student leadership organization title: SVI Associated Student Leadership, and a student council name: SVI Student Voice. Their next step was to revise and finalize the SVI Associated Student Leadership Constitution and Bylaws.

Future goals include the creation of student petitions, committees, and clubs; implementation of student forums and surveys to gain feedback from student body; student-focused events and activities and to hold campus wide elections Spring quarter.

The strength of the Student Leadership Program is contingent upon the student body continuing to be dedicated, involved and engaged, while advocating for students. It is the hope of this group to be able to have student representation at the Board of Trustees meetings like the other three campuses.

# North Seattle College

Excelling in Teaching and Learning ▪ Advancing Student Success ▪ Building Community

Office of the President

**TO:** Board of Trustees  
**FROM:** Warren Brown, President  
**DATE:** March 12, 2015  
**SUBJECT:** President's Report – **Information Only**

## **ADVANCING STUDENT SUCCESS**

### ***Nursing Accreditation Visit***

Over February 23-25, the Nursing Department at North hosted peer evaluators from the Accreditation Commission for Education in Nursing (ACEN), and after a rigorous but collegial review of the RN Program at North against six standards indicative of program quality, the evaluators determined that the nursing program is in compliance with all six standards. The process of writing the self-study report started nearly a year ago. The college is very appreciative of the commitment that the full and part-time faculty members in the nursing program have shown to ensure a successful accreditation visit and successful program for North students.

### ***Psychology Students Run Original Experiments***

Students in the Fundamentals of Psychological Research course collected data for their original research studies on March 2, using North students and employees as volunteer subjects. There were four different studies. All were minimal risk and had been approved by NSC's Human Subjects Review Committee for participants ages 15 and older.

### ***Library Open House***

The North Seattle College Library invited students and members of the community to an open house on February 11 to reintroduce the community to its space and resources following a remodel. Visitors received an overview of the library's digital resources; were able to attend a talk about how to plan a good presentation; enjoyed music and an art display; examined book and digital resources; browsed the library's collection of reference books; and had 90-minute access to public computers.

### ***Career and Internship Fair Successful***

The Annual Career and Internship Fair on February 10 hosted 29 employees from a variety of industries and 140 students, including 104 from North Seattle College. Students from Healthcare, Nanotechnology, Engineering, Business, Accounting, Entrepreneurship, the International Business B.A.S., Networking, and ESL obtained valuable information and make job-related connections. The event was a collaboration between North and the OCE&E.

### ***Successful Advising Events***

The Winter Transfer Fair February 18 connected students with more than 35 colleges and universities over the three-hour event. Also, the second annual Application Day January 22 provided a record 125 students with comprehensive guidance in the process of applying to four-year universities. Led by academic advisor Joslin Boroughs and supported by the North Advising team, students were able to obtain assistance during the peak transfer application season on topics such as writing a personal statement, financing final college years, identifying the right school, and international admissions. Six four-year universities were represented.

### ***Counseling Provides Exam Tips***

During the fourth week of classes, all students were emailed strategies for preparing for and taking mid-term exams and a link to additional academic help on North's Counseling website. These success strategies were written by counseling faculty member Lydia Minatoya, Ph.D. Counseling's tips on reducing stress and increasing effectiveness were also featured on North's social media pages.

### **EXCELLING IN TEACHING AND LEARNING**

#### ***President's Leadership Meeting***

The President's Leadership Meetings were created to provide additional training, support and professional development opportunities for all faculty, administration and staff members. The meetings run twice a quarter and include guest speakers and leadership presentations. On February 19, Pierce College counselor/faculty member Bret Burkholder shared his presentation "Community College Employees: Practicing Self-Care within the Natural Cycles of Change and Phases of Transitions." After a brief introduction noting the challenges that state employees (and in particular North employees) face, Mr. Burkholder led the campus through reflective and proactive methods to continue their work.

#### ***John and Suanne Roueche Excellence Awards Announced Early February***

Ten North Seattle College employees were recently recognized for their leadership and contributions to higher education with the John and Suanne Roueche Excellence Awards. Recipients are recognized by the League for Innovation in the Community College at the annual Innovations Conference. North's award recipients were Mary Ellen O'Keefe (former Vice President for Instruction/now Interim Vice Chancellor for Education), Denise Filiatrault (Nursing), Michael Gaul (Mathematics), Alissa Agnello (Nanotechnology), William Holt (Business), Jeanie Haines (ABE/GED), Susan Hottinger (ESL), Karen Stuhldreher (Gender and Women Studies), Diana Ma (English), and Melissa Grinley (Psychology).

### **BUILDING COMMUNITY**

#### ***Julianne Kirgis Appointed Permanent Dean of Humanities, Arts and Social Sciences***

Julie Kirgis, interim dean of the Arts, Humanities, and Social Sciences (AHSS) Division and associate dean for Teaching and Learning, has been selected as the permanent dean of AHSS. Her prior positions include director of curriculum, University of Washington School of Medicine; curriculum development manager, University of Washington School of Medicine; and senior research and evaluation officer, College Success Foundation. Kirgis has a Ph.D. in Education Policy and Leadership Studies from the University of Iowa, an M.A. in French from the University of Virginia, and a B.A. in French from the University of Colorado.

#### ***Curtis Bonney Chosen as Permanent Basic and Transitional Studies Dean***

Curtis Bonney, interim dean for Basic and Transitional Studies (BTS) for seven months, has been named permanent dean of BTS. Bonney has been working at North for 10 years as a tenured ESL faculty member and the ESL faculty program coordinator. He earned his master's degree in Creative Writing from San Francisco State University and studied for a year in India while working on his bachelor's degree at Andhra University in Vishakapatnam. He previously taught in IEP programs and worked in international programs in California.

#### ***Additional Hiring Updates***

Three finalists for the new Human Resources director position have been identified, with 30-minute question and answer sessions held on campus in mid-February. A screening committee is being formed for a new director of Diversity and Inclusion.

### ***Update on Wall of Distinction for HSSR Building***

Campus constituents met February 19 to talk about the Memorial Wall and to help determine what will be said on the plaque that will hang in the Health Sciences and Human Resources (HSSR) building, honoring Lynda Wilkinson. The Art Department (with Lynne Hull in the lead) will be designing the plaque as well as the Memorial Wall, which will honor the many contributions of all North employees.

### ***Pedestrian Overpass Forums***

A considerable amount of work has been done on the design and alignment of the proposed pedestrian/bikeway overpass from the new light rail station to the NSC campus, but the project is still on hold until additional funding can be secured. The plan has the bridge landing on the NSC campus south of 100<sup>th</sup> Street, in the triangle-shaped grassy area (the former baseball field). It would be a substantial feature, measuring from 12-14 feet in width. On February 21, the Licton Springs Community Council invited the surrounding neighborhoods to discuss coordinating efforts to pursue funding for this feature. Representatives from the Seattle Department of Transportation were present to give an update on the project. On February 27, Art Brochet from the Department of Transportation gave an update at a second forum for the college community, presenting the latest plans and developments and asking for input on the design of this route through the campus. Issues include accessibility and security needs of the college community, as well as design details to integrate the bridge landing feature with the campus.

### ***B.A.S. Degrees Now Accept State Tuition Waivers***

Starting in fall 2015, the Bachelor of Applied Science degrees in International Business and in Application Development will be accepting the State Employee Tuition Waiver for qualifying applicants. The acceptance of this tuition waiver is consistent with North's vision and mission and will promote additional educational pathways for Washington state employees.

### ***Successful Fundraising at Vagina Monologues***

Student Leadership's production of the Vagina Monologues at North Seattle College raised \$1,500 for New Beginnings, a local organization supporting victims of domestic violence, as well as more than 30 boxes of feminine products for the Jubilee Women's Center. A diverse cast of women from all over the world performed three shows in mid-February at North's Stage One Theatre.

### ***Bake Sale Supports Lyn DeCarlo Lending Library***

North's Basic and Transitional Studies Division fundraiser collected \$954.25 for Lyn DeCarlo Lending Library for low-income basic studies students. The fundraiser was organized by Sherry Tuinstra-Rosales, NSC ESL instructor.

### ***Feministic Alliance/Women's Center Host International Women's Day***

International Women's Day was celebrated on campus March 5, sponsored by the Feminist Alliance and NSC's Women's Center. Students from all backgrounds participated in preparing poster board displays that highlighted women of current or historical importance, suggesting songs from a wide variety of cultures and providing food from different countries.

### ***Beyond Inclusion Learning Community Workshop***

A Beyond Inclusion Learning Community workshop held on campus February 25 focused on building cultural competency skills in order to create a more welcoming community, where employees have a shared language and support for addressing structural biases, discrimination, and institutionalized barriers for educational success at our institution. The workshop was based on *Beyond Inclusion, Beyond Empowerment: A Developmental Strategy to Liberate Everyone* by Leticia Nieto, Margo Boyer, et al.

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Shane Brookman  
President, United Student Association

**DATE:** March 12, 2015

**SUBJECT:** United Student Association (USA) REPORT – INFORMATION ONLY

**Student Wellness Center**

On February 12<sup>th</sup>, the United Student Association hosted a meeting to discuss the need for a student health and wellness center at South. The meeting's attendees included students, USA officers, Service and Activity Fee Board members, and Aaron Winston of McGranahan Architects. Students discussed what a wellness center might look like at South, and began to identify key features they would like to see in such a facility. The process to accomplish our goal of building a student wellness center was also discussed. The group of students agreed to hold regular meetings and a series of three forums leading up to a student referendum on building a student wellness center. The three forums, along with other forms of outreach, will be aimed at ensuring all students have an opportunity to bring their voice to the table throughout the entire process.

**LEGCON 2015**

The United Student Association voted in favor of allocating funds to send three students and one advisor to a three day national legislative conference in Washington D.C. on March 27<sup>th</sup>, 28<sup>th</sup>, 29<sup>th</sup>. The conference is hosted by the United States Student Association. South Seattle College, and Western Washington University will be the two schools representing Washington State at the conference. Students attending will be student leaders that will be returning to South next year. This will allow them to bring the skills and leadership qualities they receive at the conference and share them with the students of South.

**Volunteering With Northwest Harvest**

On February 19<sup>th</sup>, USA partnered with South's Phi Theta Kappa Honor Society to bring a group of students to Northwest Harvest's Kent warehouse to package food which will be distributed to food banks across the state. Community Service Officer Thao Tang's volunteer events have become quite popular among students. In addition to giving back to the community, these events bring students together, strengthening the sense of community on South's campus.

**MEMORANDUM**

TO: Board of Trustees  
FROM: Pak Wing Leung (Executive of Administration)  
DATE: March 12, 2015  
SUBJECT: ASC Board Report

**Olympia Legislative Tour Update**

On February 5th, about 50 students from Seattle Central attended the annual student led rally at the Washington State Legislature organized by the Washington Community and Technical Colleges Student Association (WCATCSA). The rally was attended by hundreds of community and technical college students from across the state. Nine members of the Student Advocacy Committee met with legislators, including Speaker of the House Frank Chopp to gather support for the WCATCSA legislative agenda and to specifically seek support for the bill to tax capital gains proposed by Governor Inslee (Bill No: HB 1484 - 2015-16). Overall, the majority of the legislators expressed their support for enacting this bill.

**Student Advocacy Committee Update**

The Student Advocacy Committee met with students from the Social and Human Services program who raised concerns about the ORCA bus pass option currently offered to students. Because the committee believes that transportation issues present an obstacle to the overall success of the student body, they are now collaborating with the Transit Riders Union and the SHS students to explore alternative options for an affordable, unlimited pass. They will represent student interests in a transit-focused public meeting with the King County Council in mid-March.

**Winter Poetry Night**

On February 5, Seattle Central students, faculty, staff, and community members were invited to share their poetry at the Winter Poetry Night organized by the College Activity Board. Former Seattle Central student and poet, Paradigm, was the featured artist. Approximately 55 people attended the event which was held in the Erickson Theater.

**Lunar New Year Showcase**

Approximately 200 students attended the College Activities Board's Winter Showcase in honor of Lunar New Year in the Student Event Center on February 19<sup>th</sup>. Various cultures presented their unique traditions through food, a fashion show, musical talent, performances, and visual art by students and clubs.

MEMORANDUM

TO: Board of Trustees  
Seattle Community College District

FROM: Sarah E. Baker  
Student Administrative Council Chair  
North Seattle College

DATE: March 12, 2015

SUBJECT: STUDENT ADMINISTRATIVE COUNCIL BOARD REPORT -Information Only

- Arts and Lectures (ALA) on Friday, February 27<sup>th</sup> is hosting a Friday Night fun event from 5:00-9:00pm. This will be a chance for students to get together and just have some fun! Planned with an intent to involve evening students, there will be a free pasta bar, games and opportunities to learn about student clubs.
- Approximately 10 students from North Seattle attended the February 5<sup>th</sup> Student Rally in Olympia Washington. This gave students a chance to openly voice their concerns on higher education issues as well as see our state capital.
- On Tuesday, February 10<sup>th</sup> Student Leadership partnered with the BEIT Department to help with the Annual Career and Internship fair. 135 people were present, 104 of which were North Seattle Students. The event gave individuals a chance to directly connect with over 20 potential employers and work on their resume.
- Student Leadership has begun accepting applications for the Students of Color Conference to be hosted in Yakima April 23-25. Students will get the opportunity to discuss with their peers issues of race and ethnicity in a safe environment.
- The Research and Advocacy Board (RAB) has been taking information obtained at the last All Student Leadership meeting in January to begin work on focus groups pertaining to different areas of the campus. Currently they are putting together a group to learn more about the student experience in the tutoring center with a focus on math tutors.
- In the middle of processing Universal Technology Fund requests, the Fee Board has been working diligently to objectively hear out and make final decisions on where fees should be allocated.