



SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

May 9, 2019

STUDY SESSION

Seattle Central College
1701 Broadway Ave
Seattle, WA 98122

2:30 p.m. Broadway Performance Hall Boardroom

REGULAR SESSION

Seattle Central College
1701 Broadway Ave
Seattle, WA 98122

3:00 p.m. Broadway Performance Hall Boardroom

STUDY SESSION AGENDA

2:30 p.m. EXECUTIVE SESSION

A. Litigation Update

(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;

2:35 p.m. OPEN SESSION

- A. Landed, support for home ownership
- B. Board Retreat, May 28, 1:00-6:00pm at Goodwill
- C. League for Innovation Art & Literary Awards reception, May 29 at North Seattle College
- D. Commencement, June 14: Reception at 3:00, Ceremony at 5:00, T-Mobile Field

REGULAR MEETING AGENDA

- 3:00 p.m. REGULAR SESSION**
- 3:00 p.m. CALL TO ORDER**
- 3:00 p.m. ACTION / Approval of Agenda 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.
- 3:20 p.m. ACTION ITEM: S&A Budgets Tab 2**
- 3:50 p.m. PRESENTATION**
EDGE training: Education + DesiGn = Excellence
Presenter: Kevin Bowersox-johnson, Director of eLearning at SCC
- 4:05 p.m. ACTION ITEMS**
- A. Minutes from April 11, 2019 Tab 3
- B. Budget Framework for 2019-20 Tab 4
- 4:15 p.m. INFORMATION ITEMS**
- A. Budget Report, through March 2019 Tab 5
- B. Goal 2: Diversity, Equity, Inclusion and Community Tab 6
- 4:35 p.m. ORAL REPORTS Written Reports-Tab 7**
- A. Student Representatives
1. Jeffrey Campbell, South Seattle College
2. Elijah Garrard, North Seattle College
3. Omar Osman, Seattle Central College
- B. Chancellor's Report
- C. Chair's Report
- D. Trustees

E. Labor Union Representatives

1. Ms. Annette Stofer, AFT Seattle Community Colleges
2. Mr. Matthew Davenhall, WFSE
3. Ms. Alison McCormick, AFT-SPS

F. 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 Buttlerman, Interim Vice Chancellor of Academic and Student Success
5. Ms. Jennifer Howard, Interim Vice Chancellor of Administrative Services
6. Dr. Cindy Riche, Chief Information Officer

5:00 p.m. ADJOURNMENT

The next meeting of the Board of Trustees will be held on Thursday, June 13, 2019 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 SESSIONS

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: Jennifer Howard
DATE: May 9, 2019
SUBJECT: Student Body Leadership: S&A fee Presentations

The Board of Trustees has requested presentations of S&A fee budget proposals provided by student body leaders from each of the colleges. Students and their advisors prepared their presentations for Board review and approval.

S&A fee approvals are the responsibility of the Board of Trustees, as described in RCW 28B.15.045.

Recommendation

Review and approve the S&A budget proposals as presented.

Submitted by:

Jennifer Howard, Int. Vice Chancellor of Administrative Services

Recommended to the Board for approval.

Dr. Shouan Pan
Chancellor

Student Services & Activity Funds

Presented to the Seattle Colleges Board of
Trustees

by Seattle Central College

Associated Student Council

Services & Activities

May 9, 2019



S&A Committee members:

Linh Tsan, Jangshik Hwangbo,
Alessandra Januar, Sena
Mojadidi, Mariia Melnikova,
and Malcolm Prevo, ASC Executive
of Finance, chair of the committee.

Types of Student Funding

- Services and Activities Fees – S&A Fee Committee
- Universal Technology Fee - UT Fee Committee
- Wellness Fee – Mitchel Activity Center

Who Pays?

All domestic students pay a services and activities fee which is based on the amount of credits enrolled in.

- A student taking 1-10 credits pays \$10.58 per credit
- A student taking 11-18 credits pays \$6.15 per credit

Who Decides?

The 2018-19 S&A Committee is composed of 6 full time transfer students attending Seattle Central.

The selection process included a committee application, interviews, and secondary interviews hosted by Malcolm and Ricardo, as well as a commitment contract.

The committee met once a week and during the winter quarter twice a week, including two separate weekend meetings.

How are S&A fees used?

- Social events, seminars, workshops, retreats, student conferences; student governmental organizations, professional consulting fees; clubs and societies; musical, dramatic, artistic and forensic presentations of an extracurricular nature; student publications and other mass media activities; tutorial services; day care centers; intramural and recreational sports.
- Equipment, supplies and materials required for the operation of student programs and activities.
- Travel and per diem for students and professional staff members participating in student programs and activities.

What is funded by S&A?

- Premiums for liability and casualty insurance coverage for students serving in official capacities or participating in such programs and activities.
- Dues for institutional memberships in recognized student governmental or activities organizations, provided, that the legality of such expenditures is first established in consultation with the legal advisor of the college.
- Salaries and compensation to students.

What is not funded by S&A?

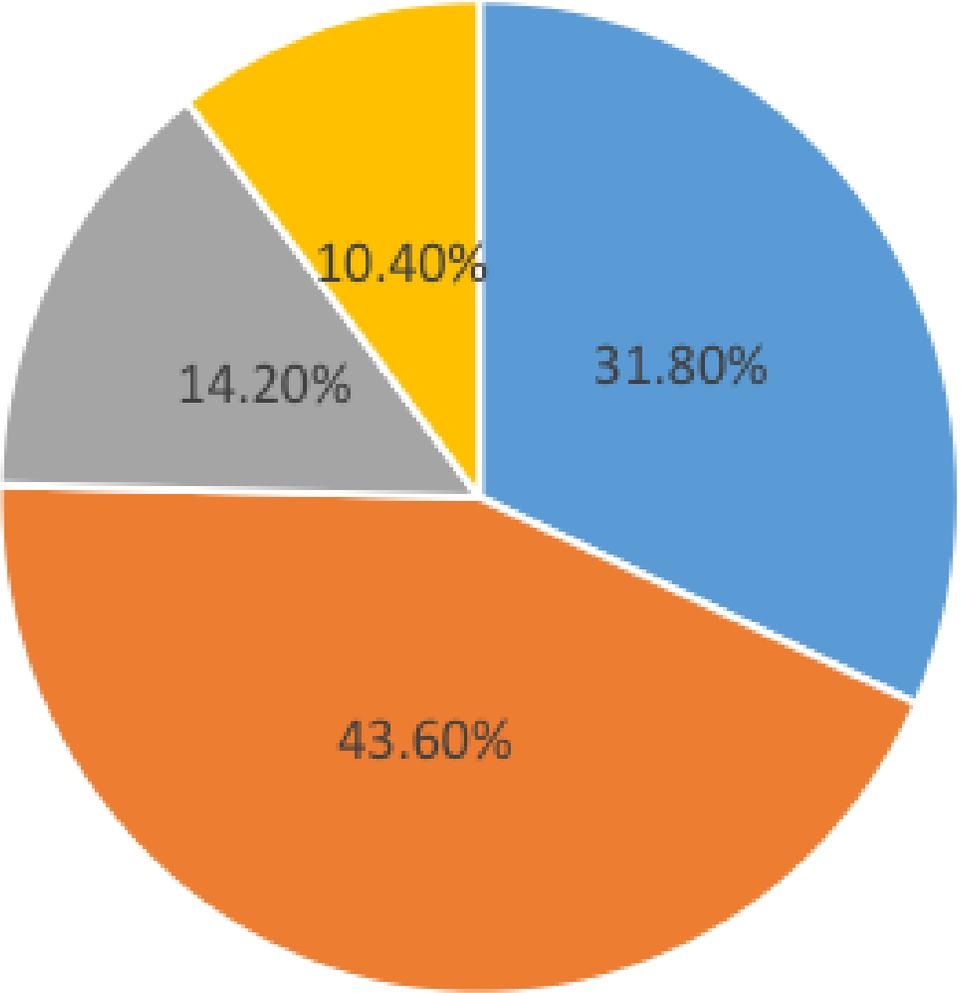
- Salaries of professional employees in tenured positions, administrative exempt personnel, permanent classified, civil service employees or any staff outside of the Student Life department should not be paid from service and activities fee revenue.
- All monies allocated to the childcare program may be expended on staff salaries, benefits and other operating expenses.
- Services and Activities have Guidelines as to what is Permissible use of funds. These guidelines have been traditionally known as Killian Outline. For examples of fees that should not be used we encourage you to review these guide.

S&A Budget for 19/20

Department	2018-19	2019-20	2019-2020
	Allocation	Request	Allocation
ASC Book Fund	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
Associated Student Council	\$ 58,226.00	\$ 83,819.00	\$ 63,125.00
BE Learning Center	\$ 140,800.00	\$ 239,073.00	\$ 225,973.00
Bruce McKenna Writing Center	\$ 50,864.00	\$ 61,286.00	\$ 50,864.00
Co-curricular*	\$ 4,950.00	\$ -	\$ -
Cultural Programming & Development	\$ 133,859.00	\$ 173,783.00	\$ 140,551.00
Emergency Fund	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
Graduate Gowns	\$ 3,000.00	\$ 3,000.00	\$ -
Info Central & START Orientations	\$ 151,000.00	\$ 180,291.00	\$ 166,791.00
Leadership Orientation & Training	\$ 32,974.00	\$ 44,350.00	\$ 32,974.00
Leadership Room/Event Set-up Position	\$ 21,853.00	\$ 19,604.00	\$ 19,604.00
Library Advisors	\$ 1,631.00	\$ 1,156.00	\$ -
M. Rosetta Hunter Art Gallery	\$ 57,583.00	\$ 63,606.00	\$ 57,583.00
Multicultural Services	\$ 17,953.00	\$ 18,844.00	\$ 17,953.00

Department	2018-19	2019-20	2019-2020
	Allocation	Request	Allocation
Office Management	\$ 171,440.00	\$ 194,571.00	\$ 171,440.00
Phi Theta Kappa	\$ 38,978.00	\$ 44,833.00	\$ 38,978.00
SAM Learning Center	\$ 134,600.00	\$ 145,651.00	\$ 134,600.00
Science Olympiad*	\$ 1,350.00	\$ -	\$ -
Student Handbook*	\$ 3,500.00	\$ -	\$ -
Student Involvement	\$ 149,806.00	\$ 204,602.00	\$ 160,168.00
Student Leadership Programs	\$ 97,000.00	\$ 101,424.00	\$ 108,589.00
Student Resources (part 1) (Stu Parent)	\$ 116,113.00	\$ 60,019.00	\$ 27,000.00
Student Resources (part 2) (Wprograms)	\$ 60,946.00	\$ 119,825.00	\$ 142,662.00
Student Website & Publications (SWAP)	\$ 54,600.00	\$ 70,069.00	\$ 54,600.00
Student Incentive Program	\$ 5,000.00	\$ 5,000.00	\$ -
Tournaments and Games Team (TAG)	\$ 46,000.00	\$ 65,780.00	\$ 45,845.00
Wood Technology Student Association	\$ 28,080.00	\$ 28,808.00	\$ 20,000.00
TOTAL	\$ 1,600,000.00	\$ 1,950,094.00	\$ 1,700,000.00
*programs that did not re-apply for funding			

Budgeted Expenditures 2019-2020



■ Permanent salaries

■ Hourly salaries

■ Benefits

■ Operating expenses

Universal Technology Fees

- Committee Purpose
 - The Committee is charged with facilitating the most beneficial application of the technology funds to maximize access to technology for students.
- Fee
 - \$3.00 per quarter (minimum) up to 18 credits Quarterly

Who Decides?

- Universal Technology Fee Committee is comprised of nine members and a non-voting chair.
 - Five students (ASC Issues and Concerns Executive is a permanent member)
 - The students shall serve one-year renewable terms.
 - Two faculty
 - Two staff or administrators with one of these being an IT Services representative
- The college president appoints the faculty and staff or administrator members as well as the non-voting chair for two-year terms.
- As needed, the Computer Services manager or designee may be called upon to provide technical information, evaluation, and assistance.

How are Universal Technology fees used?

- The Board's implementation resolution lists the following approved uses:
 - New, faster computers
 - More lab classrooms
 - Expanded lab hours
 - Increase technical support
 - Software upgrades
 - More lab tutors
 - More computers in the Library
 - New leading-edge technologies.

Universal Technology Fee Budget 19/20

COMMITTED FUNDS (ONGOING)	Allocated
Database for Library	12,000.00
Support for Dedicated Computers by IDC	23,000.00
Computer Lab Staff	74,993.00
Library staff by IDC	10,000.00
Student Lab and Network Equipment	425,000.00
Total Ongoing	544,993.00
Wi-Fi/Connectivity Project	133,132.87
Reserve	100,000.00
Total Commitment	778,126.00

College Comments

- The UT Fee Committee has a lot of work yet to do for this year. With all the changes in the organization around IT, we've got some fine-tuning and updating to do.
 - Charter updates
 - Review ongoing costs & propose changes that will better support today's students
- Charles H. Mitchell Activity Center
 - \$240,000 Expense for flood repair damage (S&A)
 - \$72,000 Game Room renovation
 - \$24.00 Wellness fees per quarter
 - Projected Reduction in Funds due to lower enrollment

A&A

SOUTH SEATTLE COLLEGE

2019-2020 S&A FEE BUDGET

S&A FEE BUDGET COMMITTEE

KARL MERZ & DOMONIQUE GORDON

SERVICES AND ACTIVITIES FEES

- **Credits 1 – 10: \$10.81 Per Credit**
- **Normal Credit 15 Max: \$139.55**
- **Incremental Credits 11 – 18: \$6.29 Per Credit**

WHO PAYS?

- **All Registered Students Pay S&A Fee's Except Those in the EXEMPT categories That Follow:**
- **Student Enrolled in Less Than Four (4) Credits**
- **ABE/ESL (Below 090)**
- **Running Start**
- **International Students**
- **GED**
- **Apprenticeship Programs**

GUIDING DOCUMENTS

- **RCW: 28B.15.045**
- **Killian: Compiled in 1980, Latest Revision 2018**
- **Financial Code: Revised and Approved Summer 2017**

S & A FEE COMMITTEE 2018 - 2019

- **Seven Student Leaders**
- **Paid Positions**
- **Tasked with reviewing proposals, deliberating through Robert's Rules protocol, and voting to approve, deny, or propose changes that best represent their student constituency while ensuring all allocations are in concert with state laws, policies, and procedures.**

WHAT DO S&A FEES FUND?

- **Social events, seminars, workshops, retreats, student conferences; student governmental organizations, professional consulting fees; clubs and societies; musical, dramatic, artistic and forensic presentations of an extracurricular nature; student publications and other mass media activities; tutorial services; day care centers; intramural and recreational sports.**
- **Equipment, supplies and materials required for the operation of student programs and activities.**
- **Travel and per diem for students and professional staff members participating in student programs and activities.**

WHAT DO S&A FEES FUND?

- **Premiums for liability and casualty insurance coverage for students serving in official capacities or participating in such programs and activities.**
- **Dues for institutional memberships in recognized student governmental or activities organizations, provided, that the legality of such expenditures is first established in consultation with the legal advisor of the college.**
- **Salaries and compensation to students.**

LIMITATIONS/EXCEPTIONS

- **Salaries of professional employees in tenured positions, administrative exempt personnel, permanent classified, civil service employees or any staff outside of the Student Life department should not be paid from service and activities fee revenue.**
- **All monies allocated to the childcare program may be expended on staff salaries, benefits and other operating expenses.**
- **Services and activities fees should not be used to fund programs, personnel, facilities, travel, equipment and maintenance for instructional programs or items covered within the State Board allocation model.**

BUDGET CONSIDERATIONS FOR FUNDING YEAR

Note:

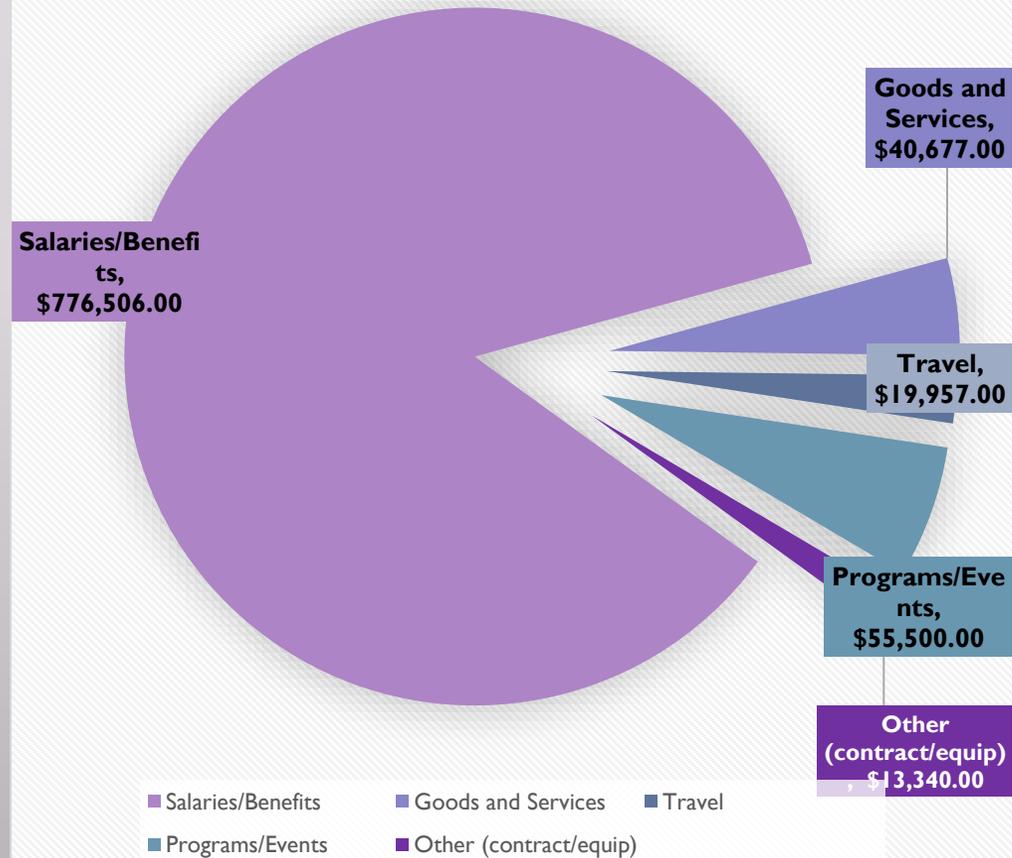
- **Initial projections were provided indicating anticipated fee collections of \$800,000.**
- **Reserve/Carry-forward amount was impacted by special requests. Limited amount was available to support the total S&A Request.**
- **\$136,000.00 was allocated from carry-forward account to support total requests**
- **S&A Requests totaled \$1,104,256.00**
- **Non S&A Paying Students a Concern (International, Running Start, ABE, etc...)**

S&A ALLOCATIONS 2019 -2020

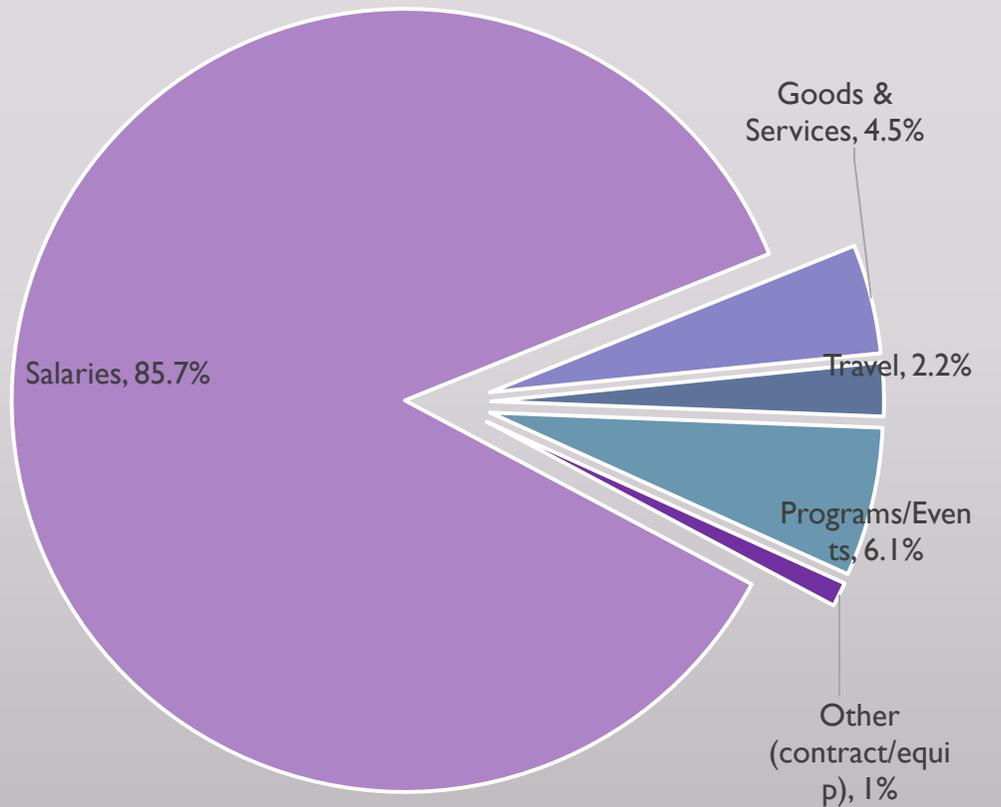
Budget Number 522-264	Program	FY – 18-19 Allocation	FY19 - 20 Request	FY 19 - 20 Preliminary	FY 19 - 20 Final	Comments
4P34	Art Gallery	\$42,147.16	\$40,197.00	\$38,862.00	\$38,862.00	
4P51	Campus Recreation	\$101,668.00	\$105,305.00	\$101,668.00	\$101,668.00	
4P57 Transfer	Childcare Center	\$93,000	\$93,000.00	\$90,000.00	\$90,000	
4P53	Center for Equity, Diversity, and Inclusion	\$99,518.13	\$102,481.00	\$97,000.00	\$97,000.00	
4P84	Club Center	\$31,182.92	\$41,939.00	\$28,570.00	\$30,000.00	
4P59	Dean	\$23,500.00	\$23,500.00	\$18,500.00	\$18,500.00	
4P85	Fitness Center	\$42,113.76	\$41,182.00	\$38,182.00	\$38,182.00	
4P41	Intramurals - Games	\$29,237.17	\$29,291.00	\$19,867.00	\$19,867.00	
4P80	Student Life Operations	\$98,237.80	\$102,155.00	\$95,637.00	\$97,637.00	
4P57 Transfer	Peer Navigators	\$24,675.50	\$19,151.00	\$19,151.00	\$19,151.00	
4P58	Student Leadership	\$80,451	\$85,027.00	\$84,024.00	\$84,027.00	
4PTK	Phi Theta Kappa	\$21,226.74	\$26,107.00	\$20,107.00	\$20,107.00	
4P33	Publications	\$17,408.80	\$17,696.00	\$16,696.00	\$16,696.00	
4P83	SAP	\$90,464.18	\$93,241.00	\$87,241.00	\$87,241.00	
4P57 Transfer	Tutoring	\$100,000	\$176,946.00	\$84,000.00	\$80,570.00	
4P81	United Student Association	\$81,124.80	\$83,631.00	\$75,031.00	\$75,085.00	
4P55	Veterans Center	\$20,562.13	\$23,407.00	\$21,407.00	\$21,407.00	
	Total	\$996,518.09	\$1,104,256.00	\$935,946.00	\$936,000.00	

PERCENTAGE OF ALLOCATIONS

S&A Fee Allocation Distribution - All Budgets



S&A Fee Allocation Distribution - All Budgets



CHALLENGES

- Salaries are continuing to become a larger percentage of the overall budget. The minimum wage increase is a key contributor.
- There's been a significant challenge helping organizations meet their financial goals. Less enrollment translates to reduced S&A fees to allocate.

Looking to Next Year

- Considering the impact this year's request has had on our carry-forward reserve fund, next year's S & A Fee committee will be faced with the challenge of meeting departmental budgetary needs with a smaller reserves fund to work with. We find this to be an unsustainable practice and anticipate future problems unless there's an improvement in enrollment or an increase in S&A paying students. Consideration should be afforded to a S&A fee remittance from Running Start and International Students.

QUESTIONS

Student Services & Activity Funds

Presented to the Seattle Colleges Board of Trustees
by North Seattle College
Student Leadership
May 9, 2019

NSC Student Leadership 2019 Team



Types of Student Funding

- Services & Activities (S&A) Fees
- Universal Technology Fee (UTF)

Who Pays the S&A Fee?

- Students pay S&A fees as part of their tuition
- We do not receive S&A fees from international students

Washington State Community Colleges – Resident Tuition Schedule for 2018-2019

Credits	Resident				Non-Resident			
	Operating Fee	Building Fee	Maximum S&A Fee	Tuition and Fees	Operating Fee	Building Fee	Maximum S&A Fee	Tuition and Fees
1	\$85.02	\$11.51	\$11.06	\$107.59	\$248.30	\$25.65	\$11.06	\$285.01
2	\$170.04	\$23.02	\$22.12	\$215.18	\$496.60	\$51.30	\$22.12	\$570.02
3	\$255.06	\$34.53	\$33.18	\$322.77	\$744.90	\$76.95	\$33.18	\$855.03
4	\$340.08	\$46.04	\$44.24	\$430.36	\$993.20	\$102.60	\$44.24	\$1,140.04
5	\$425.10	\$57.55	\$55.30	\$537.95	\$1,241.50	\$128.25	\$55.30	\$1,425.05
6	\$510.12	\$69.06	\$66.36	\$645.54	\$1,489.80	\$153.90	\$66.36	\$1,710.06
7	\$595.14	\$80.57	\$77.42	\$753.13	\$1,738.10	\$179.55	\$77.42	\$1,995.07
8	\$680.16	\$92.08	\$88.48	\$860.72	\$1,986.40	\$205.20	\$88.48	\$2,280.08
9	\$765.18	\$103.59	\$99.54	\$968.31	\$2,234.70	\$230.85	\$99.54	\$2,565.09
10	\$850.20	\$115.10	\$110.60	\$1,075.90	\$2,483.00	\$256.50	\$110.60	\$2,850.10
11	\$892.97	\$119.16	\$117.03	\$1,129.16	\$2,532.25	\$261.30	\$117.03	\$2,910.58
12	\$935.74	\$123.22	\$123.46	\$1,182.42	\$2,581.50	\$266.10	\$123.46	\$2,971.06
13	\$978.51	\$127.28	\$129.89	\$1,235.68	\$2,630.75	\$270.90	\$129.89	\$3,031.54
14	\$1,021.28	\$131.34	\$136.32	\$1,288.94	\$2,680.00	\$275.70	\$136.32	\$3,092.02
15	\$1,064.05	\$135.40	\$142.75	\$1,342.20	\$2,729.25	\$280.50	\$142.75	\$3,152.50
16	\$1,106.82	\$139.46	\$149.18	\$1,395.46	\$2,778.50	\$285.30	\$149.18	\$3,212.98
17	\$1,149.59	\$143.52	\$155.61	\$1,448.72	\$2,827.75	\$290.10	\$155.61	\$3,273.46
18	\$1,192.36	\$147.58	\$162.04	\$1,501.98	\$2,877.00	\$294.90	\$162.04	\$3,333.94
19	\$1,288.89	\$147.58	\$162.04	\$1,598.51	\$3,150.95	\$294.90	\$162.04	\$3,607.89
20	\$1,385.42	\$147.58	\$162.04	\$1,695.04	\$3,424.90	\$294.90	\$162.04	\$3,881.84
21	\$1,481.95	\$147.58	\$162.04	\$1,791.57	\$3,698.85	\$294.90	\$162.04	\$4,155.79
22	\$1,578.48	\$147.58	\$162.04	\$1,888.10	\$3,972.80	\$294.90	\$162.04	\$4,429.74
23	\$1,675.01	\$147.58	\$162.04	\$1,984.63	\$4,246.75	\$294.90	\$162.04	\$4,703.69
24	\$1,771.54	\$147.58	\$162.04	\$2,081.16	\$4,520.70	\$294.90	\$162.04	\$4,977.64
25	\$1,868.07	\$147.58	\$162.04	\$2,177.69	\$4,794.65	\$294.90	\$162.04	\$5,251.59

Who Allocates the S&A Fee?

- S&A fee committee for 2018-19:
 - Two faculty/staff members – Farideh Faraz, Caroline Pew
 - Interim Dean of Student Life – Timothy Albertson
 - Student Fee Board members – Quynh Nguyen, Ben Tchamba, Gabe Honeycutt, Natasha Richardson
 - Student Fee Board advisor – Janet Hoppe-leonard

How are S&A fees used?

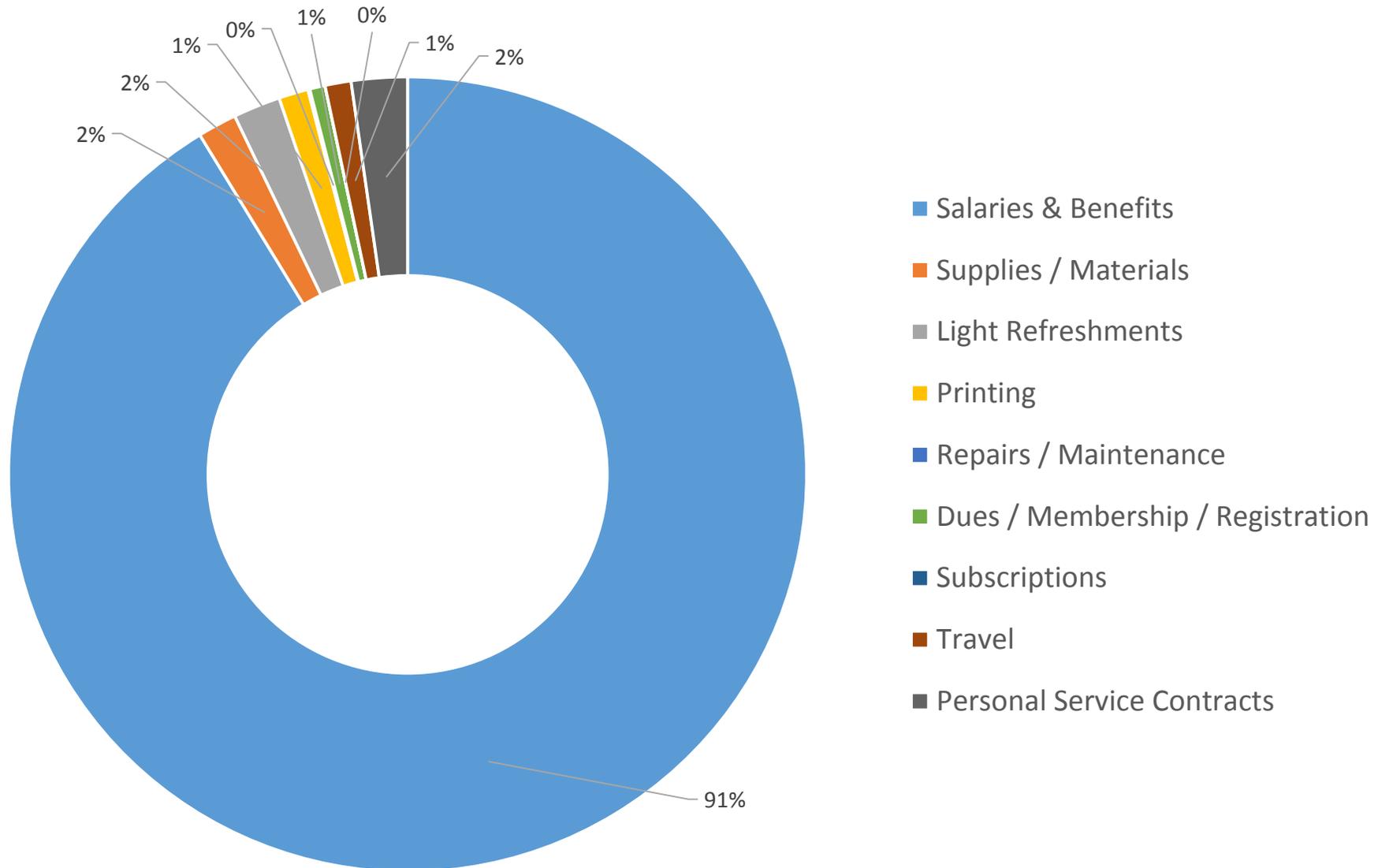
- To fully or partially fund 14 programs on campus
- Categories for funding:
 - Salaries for students and staff working in these programs
 - Supplies / Materials
 - Light refreshments
 - Printing
 - Repairs / Maintenance
 - Dues / Membership / Registration
 - Subscriptions
 - Travel
 - Personal service contracts

S&A Budget for 19/20

Programs	Amount Allocated 18-19	Amount Requested 19-20	Amount Allocated 19-20
Art Group	\$ 12,091.00	\$ 13,398.00	\$ 12,948.00
Child Care Center	\$ 147,958.00	\$ 157,697.00	\$ 156,697.00
Communications	\$ 14,570.00	\$ 15,580.00	\$ 14,000.00
Equity & Welcome Center	\$ 86,470.00	\$ 92,653.00	\$ 87,215.00
Events Board	\$ 29,250.00	\$ 28,900.00	\$ 26,900.00
General Fund	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00
Literary Guild	\$ 23,164.00	\$ 26,716.00	\$ 23,574.00
Phi Theta Kappa	\$ 4,660.00	\$ 4,660.00	\$ 3,660.00
Student Leadership	\$ 155,920.00	\$ 159,864.00	\$ 152,180.00
Student Learning Center	\$ 208,499.00	\$ 219,302.00	\$ 214,302.00
Student Media Center	\$ 24,241.00	\$ 26,183.00	\$ 25,197.00
Student Programs	\$ 252,325.00	\$ 257,584.00	\$ 255,432.00
Sustainability	\$ 75,084.00	\$ 80,183.00	\$ 76,333.00
Wellness Center	\$ 130,768.00	\$ 120,068.00	\$ 120,068.00
Total	\$ 1,180,000.00	\$ 1,217,788.00	\$ 1,181,506.00

Projected S&A Fee Revenue, 2019-20	\$ 1,160,000.00
Projected carry forward	\$ 21,506.00
Total S&A fee budget for 2019-20	\$ 1,181,506.00

Budgeted Expenditures



Universal Technology Fees

- An additional fee
- Students are charged \$3/credit, up to 10 credits
- We bring in about \$300,000/year

Who Allocates the UTF?

- Universal Technology fee committee for 2018-19:
 - Faculty members – Brian Holt, David McConnon
 - IT representative – Sean McDonald
 - Interim Dean of Student Life – Timothy Albertson
 - Student Fee Board members – Quynh Nguyen, Ben Tchamba, Stanford Anwar, Elijah Garrard
 - Student Fee Board advisor – Janet Hoppe-leonard

How are Universal Technology fees used?

- Annual IT replacement cycle
 - IT replaces computers and projectors in all classrooms and labs on a 4-year cycle
 - Usually cost around \$275,000-\$300,000 each year
 - The UTF committee reviews and approves the plan each year
- Varying types of technology for different instructional programs and student development services:
 - Math & Sciences, Humanities, Watch Technology, Electronics, Cisco, Student Media Center, Disability Services, etc.
 - iPads for A&P classes, pottery wheels, watch tech equipment, electronics program equipment, photosynthesis equipment for biology, etc.

Universal Technology Fee Budget 19/20

Divisions	Items	Amount Requested	Amount Awarded
Art Department	Wax oven	\$541	\$541
Student Leadership/Rocketry Club	Rocket simulator, computer components	\$2,378	\$2,378
Student Leadership/Literary Guild	iMac	\$2,002	\$2,002
Library/Student Media Center	Video equipment, scanner	\$6,351	\$1,177
Art Department	SawStop table saw	\$9,425	\$9,425
Tutoring Center	Computers, projector, tablets and stands	\$4,646	\$2,000
Equity & Welcome Center	Computer stations	\$10,232	\$6,930
Watch Technology	Watch repair and retail lab	\$64,490	\$20,000
Workforce Instruction/Electronics	Electrical controls	\$20,318	\$20,318
IT	IT replacement cycle fund	\$278,000	\$278,000
TOTAL		\$398,383	\$342,771

College Comments

- Challenges:
 - Declining enrollment leads to lower S&A fee revenue
 - Increase in minimum wage for student employees
 - COLA for classified and exempt employees

- What we did:
 - Meeting with the business office to determine our budget for the next academic year
 - Decided to stay with this year's amount of \$1,180,000 for S&A fees and will take \$21,506 from carry forward for a total budget of \$1,181,506.
 - Note: If we don't make our S&A fee for next year, we will be looking at deeper cuts for the 2020-21 year.

SEATTLE COLLEGES DISTRICT BOARD OF TRUSTEES

April 11, 2019

STUDY SESSION

1:30 p.m.

President's Boardroom

South Seattle College
6000 16th Ave SW
Seattle, WA 98106

REGULAR SESSION

3:00 p.m.

President's Boardroom

South Seattle College
6000 16th Ave SW
Seattle, WA 98106

STUDY SESSION

EXECUTIVE SESSION – 10 minutes

A. Litigation Update

(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;

OPEN SESSION

A. South Seattle College Accreditation preparation, April 24-26

Dr. Rimando-Chareunsap introduced Dr. Tana Hasart and they led an exercise to prepare board members for South's accreditation visit. The meeting with the Board of Trustees and the Accreditation Team is scheduled for April 24 from 9:00-10:00am. Trustees Hill and Peralta have confirmed that they are able to attend.

B. South Seattle College Strategic Plan poster and brochure

Earnest Phillips presented a poster and brochure featuring South Seattle College's core themes and the district mission, vision and values. North, Central and District have similar materials.

C. Retreat planning

Potential dates are May 28 and June 4. Seattle Foundation boardroom.
Work on next steps for aligning budgeting with our strategies.

Budget, unfunded employee raises.

Processes for hiring people, chancellor filling key leadership positions, interim administrators, principles for decision-making on permanent appointments.

What training /education do trustees need to do their work better.

Send trustees information on Implicit Bias training.

D. May 23-24 ACT Spring conference in Walla Walla, May 23-24
Rosa Peralta and Louise Chernin are attending. Robert Williams will also attend.

REGULAR MEETING MINUTES

CALL TO ORDER

Chair Chernin called the meeting to order at 3:01p.m.

ATTENDANCE

Ms. Louise Chernin, Mr. Steve Hill, Mr. Robert Williams, Mr. Peter Lortz, Dr. Sheila Edwards Lange, Dr. Rose Rimando-Chareunsap, Dr. Kurt Buttleman, Ms. Jennifer Howard, Dr. Cindy Riche, Ms. Maureen Shadair, Mr. Derek Edwards, Ms. Sandy Long, Ms. Annette Stofer, Mr. Cody Hyatt, Mr. Jeffrey Campbell, Rebecca Hansen

Guests: Sebastian Myrick, Fernanda Jardim, Elizabeth Pluhta, Paige Talbot, Liz Murata, Corinne Soltis

ACTION / Approval of Agenda

Trustee Williams made a motion to approve the agenda. Trustee Hill seconded. The motion carried 3-0.

PUBLIC COMMENTS

Sebastian Myrick from South Seattle College addressed the board regarding the proposed changes to the severance policy. He informed the board that represented employees who report to him will receive more severance than he does. He read a letter to the board from exempt employees urging the board to reject the proposed changes to the severance policy.

RECOGNITION

All WA Academic Team

Seattle Central College: Devon Hall, Hongyuan Zhou

North Seattle College: Veronica Carpenter, Fernanda Jardim De Souza

South Seattle College: Jeffrey Campbell, Virginia Burton

President Rimando-Chareunsap introduced the students from South Seattle College. Vice President of Instruction, Peter Lortz, introduced the students from North Seattle College. Sheila Edwards Lange gave introductions of the team members from Central. All of the students are top academic achievers and active in community service.

PRESENTATION

English Directed Self Placement (DSP)

Presenters: Rosie Rimando-Chareunsap, President; Liz Murata, Interim Vice President of Instruction; Paige Talbot, Academic Full-time Faculty; Stephanie Hankinson, Academic Full-time Faculty

The team presented about Directed Self Placement (DSP), a more equitable model for placing students in English classes. Instead of taking a placement test, students walk through a tool to help them place themselves in the appropriate level of English course. This helps with retention and avoids longer sequences of classes. The team presented data from Whatcomb CC and gave a demo of the tool.

ACTION ITEMS

- A. Minutes from March 14, 2019

Trustee Williams made a motion to approve the minutes. Trustee Hill seconded. The motion carried 3-0.

- B. Policy 471, Severance – Second Reading

Jennifer Howard gave a summary of the changes to the policy from the first reading. **Trustee Hill made a motion to approve the policy. Trustee Williams seconded. The motion carried 3-0.**

- C. Temporary High School Requirement Waiver

Kurt Buttleman gave a summary of the reasons for granting the waiver. **Trustee Williams made a motion to approve the temporary high school requirement waiver. Trustee Hill seconded. The motion carried 3-0.**

INFORMATION ITEMS

- A. Budget Report, through February 2019

Jennifer Howard presented a budget report that was broken down by college and the district office. Trustees liked the format and requested summaries of key variances in future reports.

- B. Winter Enrollment Report

Kurt Buttleman presented an enrollment report with final numbers from winter quarter.

- C. Faculty Professional Leave 2019-2020

Sheila Edwards Lange outlined the recommendation of the Professional Leave Committee and Chancellor. Two faculty have been awarded leave for 2019-20.

ORAL REPORTS

- A. Student Representatives

Jeffrey Campbell, South Seattle College, reported on the work of the Clean Air Task Force. The student survey closes tomorrow and a campus-wide forum is planned for late April. He also reported on a new Canvas tool for students and a bathroom communication initiative. Student leaders are also looking into grant funding for crosswalk safety improvements through Your Voice, Your Choice. There is a legislative forum being held on campus on May 20.

B. Chancellor's Report

Steve Leahy gave a legislative report. Sheila Edwards Lange gave an update on the transfer of SVI.

C. Labor Union Representatives

Ms. Annette Stofer, AFT Seattle Community Colleges, updated the trustees on planning for the statewide walkout on April 16.

Ms. Sandy Long, WFSE, gave a brief statement of support for the AFT walkout.

Mr. Cody Hyatt, AFT-SPS, spoke about the severance policy and the practice of using nonrenewal as a way of termination without cause.

D. College Presidents, Vice Chancellors

Dr. Sheila Edwards Lange, Seattle Central College, reported on an incident at Central of hateful graffiti on campus.

Dr. Rosie Rimando-Chareunsap, South Seattle College, reported that South has received a College SPARK grant for developmental math redesign work. She also announced that NISOD and Diverse Magazine have recognized South Seattle College as one of the most promising places to work in community colleges.

Mr. Peter Lortz, North Seattle College, reported on the mid-cycle accreditation visit.

ADJOURNMENT

The meeting adjourned at 4:57pm.

The next meeting of the Board of Trustees will be held on Thursday, May 9, 2019 at Seattle Central College, 1701 Broadway Ave, Seattle 98102. There will be a Study Session at 1:30 p.m., and the Regular Meeting will follow at 3:00 p.m.

EXECUTIVE SESSIONS

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.



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MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Howard
DATE: May 9, 2019
SUBJECT: Budget Framework: Fiscal year 2019/2020

The document attached is provided to the Board of Trustees for review, discussion and approval. The Seattle Colleges has limited resources and many needs. To prioritize requests and allocate resources effectively, we are recommending the priorities as presented. Members of the Chancellor's Executive Cabinets reviewed and provided input into the development of these priorities. This is intended to better focus our allocation of resources toward accomplishing the outcomes we have agreed upon in our Strategic Plan. In addition to our focus on student success, the framework takes into consideration safety, legal compliance, and fulfilling our partnership agreements.

Recommendation

Review and approve the budget framework.

Submitted by:

A handwritten signature in black ink, appearing to read "J Howard", written over a horizontal line.

Jennifer Howard, Int. Vice Chancellor of Administrative Services

Recommended to the Board for approval.

A handwritten signature in black ink, appearing to read "Shouan Pan", written over a horizontal line.

Dr. Shouan Pan
Chancellor

FISCAL YEAR 2019/2020
BUDGET FRAMEWORK

Resource Allocation Priorities

The priorities listed below guide our decision-making process in allocating resources for the next fiscal year

Level 1 (non-negotiables)

1. Life safety/emergency
2. Federal or state mandates
3. Accreditation requirements
4. Contract obligations

Level II (on-going commitments)

1. Foundation integration
2. Starfish
3. CTC link

Level III (Strategic Priorities)

1. Implementing structured academic and career pathways (Seattle Pathways)
 - Improving retention and completion (an emphasis by the Board of Trustees)
 - Seattle Promise
2. Practicing strategic enrollment management
 - Coordinating recruitment and marketing
 - Expanding academic offerings
3. Developing and implementing a diversity action plan
4. Building high quality partnerships

Important Considerations

1. Expectations for salary increases vs. state allocation
2. Upcoming AFT – Seattle negotiations
3. Enrollment projections
4. Continued ASI initiatives

Seattle Colleges Strategic Plan Scorecard 2017-18



GOAL	MEASURE	TARGET AY1718	ACTUAL AY1718	STATUS	TARGET AY2223	BASELINE
GOAL 1 STUDENT SUCCESS	1a. STUDENT ENGAGEMENT	N/A	3.2	✓	3.2	3.2
	2a. RETENTION RATE Fall to winter	62%	59%	✗	72%	61%
	3a. COMPLETION RATE 4-year cohort	43%	43%	✗	52%	40%
	4. JOB-PLACEMENT RATE Nine months from program completion (prof-tech students only)	83%	Available 10/2019	--	86%	81%
	5. WAGE PROGRESSION	25%	Available 12/2019	--	30%	24%
	6a. MATH PROGRESSION From developmental to college within 1 year	24%	25%	✓	29%	23%
GOAL 2 EQUITY, DIVERSITY, INCLUSION, AND COMMUNITY	1b. STUDENT ENGAGEMENT BY SUBGROUPS (SOC = students of color)	N/A	White: 3.5 SOC 3.1 Gap: 0.4	--	Gap: 0%	White: 3.5 SOC 3.1 Gap: 0.4
	2b. RETENTION RATE Fall to winter, by subgroups (HU = historically underserved)	White: 68% HU: 59% Gap: 9%	White: 62% HU: 56% Gap: 6%	✓	Gap: 0%	White: 67% HU: 58% Gap: 9%
	3b. COMPLETION RATE 4-year cohort, by subgroups (HU = historically underserved)	White: 44% HU: 34% Gap: 10%	White: 45% HU: 34% Gap: 11%	✗	Gap: 0%	White: 43% HU: 33% Gap: 10%
	6b. MATH PROGRESSION From development math to college level within one year, by subgroups (HU = historically underserved)	White: 26% HU 18% Gap: 8%	White: 32% HU: 22% Gap: 10%	✗	Gap: 0%	White: 25% HU: 17% Gap: 8%
	7. ETHNIC AND RACIAL DIVERSITY OF FACULTY AND STAFF	maintain	32%	✓	35%	32%
	11b. STAFF GROWTH AND ENGAGEMENT By subgroups	N/A	White: 3.6 SOC: 3.5 Gap: 0.1	--	Gap: 0.0	N/A
	GOAL 3 ORGANIZATIONAL EXCELLENCE	8. COST PER COMPLETIONS, COST PER SA POINTS, COST PER FTES	N/A	Available 9/2019	--	TBD
9. STARS POINTS		123	145	✓	178	105
10. CONVERSION RATES Applicants to enrollments		33%	34%	✓	38%	32%
11a. STAFF GROWTH AND ENGAGEMENT		N/A	3.6	--	TBD	N/A
GOAL 4 PARTERNSHIPS	12. PARTNERSHIPS Quantity and quality	N/A	TBD	TBD	TBD	TBD

LEGEND: Met or exceeded target ✓ Did not meet target ✗

Goal	Number	Measure	Description
Student Success	1a	Student engagement	Community College Survey of Student Engagement (CCSSE), approximately every 3 years. CCSSE item: "How would you evaluate your overall educational experience at this college?" (1=poor, 2=fair, 3=good, 4=excellent) Colleges' student surveys items (non-CCSSE years): "What is your overall satisfaction with your experience at North/Central/South Seattle College"?
	2a	Retention rate	Fall to winter, all cohorts
	3a	Completion rate	4-yr Student Achievement (SA) cohort, inclusive short-certs, long-certs, degrees, and transfers w/o degrees; prof/tech and transfer cohorts only. ABE and ESL cohorts excluded
	4	Job-placement rate	Nine months from program completion, professional/technical students only
	5	Wage progression	From PRE-enrollment at Seattle Colleges to POST-enrollment, of professional-technical program
	6a	Progression Math from developmental to college in 1 year	Cohorts starting just below college level and more than 1 level below college
Equity, Diversity, Inclusion, and, Community	1b	Student engagement	Community College Survey of Student Engagement (CCSSE), approximately every 3 years. CCSSE item: "How would you evaluate your overall educational experience at this college?" (1=poor, 2=fair, 3=good, 4=excellent). Gap between white students and students of color (SOC). Students of color (SOC): Black or African American, American Indian or other Native American, Asian American, Hispanic or Latinx, Native American, and Pacific Islander.
	2b, 3b, 6b	Student performance	By Year 6, reduce and eliminate performance gaps between white and underserved students. Racial and ethnic groupings to establish "opportunity gap" follow Seattle Public Schools' District specification of "underserved" students. Historically Underserved (HU): Black and African American, American Indian or other Native American, Hispanic and Latinx, and Pacific Islander (Asian American students are currently excluded from these analyses in an effort to remain consistent with the Seattle Public Schools reporting. Going forward, Asian American subgroups will be analyzed to determine inclusion in the underserved category.)
	7	Ethnic and racial diversity of faculty and staff, overall percentage (all staffing categories)	Staff of color: Black and African American, American Indian or other Native American, Asian American, Hispanic or Latinx, and Pacific Islander.
	11b	Staff growth and engagement	5 point Likert scale (5=very satisfied, 1= very dissatisfied) SOC = staff of color
Organizational Excellence	8	Cost per completions; cost per SA points; cost per FTES	AY2016-17. Cost data includes all non-capital fund sources.
	9	STARS ratings	The Sustainably Tracking Assessment & Rating System™ (STARS) is a transparent, self-reporting framework for colleges and universities to measure their sustainability performance. Association for the Advancement of Sustainability in Higher Education (AASHE): https://stars.aashe.org/institutions/participants-and-reports/
	10	Conversion rate	Conversion percentage of applicants to enrollments
	11a	Staff growth and engagement	What is your overall satisfaction with being an employee of North/Central/South Seattle College? (Spring 2018, new item in climate surveys) 5 point Likert scale (5=very satisfied, 1= very dissatisfied)
Partnerships	12	Partnerships	This measure is yet to be finalized.



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MEMORANDUM

TO: Board of Trustees
FROM: Jennifer Howard
DATE: May 9, 2019
SUBJECT: Monthly Budget Report

To ensure the Board of Trustees is updated regularly on financial matters, the monthly board report for March 2019 month-end is presented. This material has been reviewed by the Board Finance Subcommittee and is shared for informational purposes.

Recommendation

No approval necessary.

Submitted by:

A handwritten signature in black ink, appearing to read "J. Howard", written over a horizontal line.

Jennifer Howard, Int. Vice Chancellor of Administrative Services

Recommended to the Board for approval.

A handwritten signature in black ink, appearing to read "Shouan Pan", written over a horizontal line.

Dr. Shouan Pan
Chancellor

Board Report: March 2019

SUMMARY: SEATTLE COLLEGES

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (73,282,890)	\$ (72,364,524)	\$ (44,822,398)	62%
State Allocation/Capital	\$ (1,322,600)	\$ (1,322,600)	\$ (1,322,600)	100%
subtotal	\$ (74,605,490)	\$ (73,687,124)	\$ (46,144,998)	63%
<u>Local Revenues</u>				
Tuition	\$ (31,461,126)	\$ (31,856,595)	\$ (27,324,090)	86%
Fees	\$ (9,624,274)	\$ (9,311,274)	\$ (8,519,104)	91%
Running Start	\$ (6,637,430)	\$ (8,473,623)	\$ (6,482,717)	77%
International, IEL	\$ (25,014,666)	\$ (21,842,289)	\$ (20,042,819)	92%
Other	\$ (2,690,480)	\$ (1,451,904)	\$ (1,312,575)	90%
Revenue Transfers	\$ 4,640,217	\$ 1,675,368	\$ 356,049	21%
Use of Reserves 09*		\$ (7,849,568)	\$ (5,416,840)	69%
subtotal	\$ (70,787,760)	\$ (79,109,885)	\$ (68,742,096)	87%
Total	\$ (145,393,250)	\$ (152,797,009)	\$ (114,887,094)	75%

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
EXPENDITURES				
Salaries/Wages	\$ 88,749,867	\$ 97,122,120	\$ 65,782,562	68%
Employee Benefits	\$ 30,687,380	\$ 32,861,681	\$ 22,710,039	69%
Contracted Services	\$ 367,167	\$ 642,654	\$ 258,618	40%
Supplies	\$ 18,806,563	\$ 23,878,217	\$ 12,215,560	51%
Travel	\$ 670,787	\$ 1,012,012	\$ 383,024	38%
Equipment	\$ 1,350,479	\$ 2,227,151	\$ 1,517,514	68%
Grants to Students	\$ 7,337,238	\$ 6,207,697	\$ 4,023,256	65%
Other(F,P,S,T)	\$ (3,473,656)	\$ (12,096,972)	\$ (2,223,789)	18%
Total	\$ 144,495,824	\$ 151,854,560	\$ 104,666,782	69%

Board Report: March 2019

SUMMARY: SEATTLE CENTRAL COLLEGE

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (22,676,141)	\$ (22,056,979)	\$ (16,621,146)	75%
State Allocation/Capital	\$ (595,150)	\$ (595,150)	\$ (595,150)	100%
subtotal	\$ (23,271,291)	\$ (22,652,129)	\$ (17,216,296)	76%
<u>Local Revenues</u>				
Tuition	\$ (12,440,508)	\$ (9,837,351)	\$ (11,491,498)	117%
Fees	\$ (3,593,298)	\$ (4,168,459)	\$ (3,329,920)	80%
Running Start	\$ (2,808,431)	\$ (3,873,623)	\$ (2,747,995)	71%
International, IEL	\$ (13,289,011)	\$ (11,317,942)	\$ (11,266,309)	100%
Other	\$ (832,205)	\$ (140,125)	\$ (12,656)	9%
Revenue Transfers	\$ (47,221)	\$ 60,000	\$ (100,418)	-167%
Use of Reserves		\$ (1,250,000)	\$ (750,000)	60%
subtotal	\$ (33,010,674)	\$ (30,527,500)	\$ (29,698,798)	97%
Total	\$ (56,281,965)	\$ (53,179,629)	\$ (46,915,094)	88%

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
EXPENDITURES				
Salaries/Wages	\$ 34,668,800	\$ 36,506,392	\$ 25,360,877	69%
Employee Benefits	\$ 11,913,542	\$ 12,224,415	\$ 8,774,335	72%
Contracted Services	\$ 180,024	\$ 118,825	\$ 102,407	86%
Supplies	\$ 6,627,339	\$ 6,678,401	\$ 3,934,005	59%
Travel	\$ 178,686	\$ 270,086	\$ 130,301	48%
Equipment	\$ 888,722	\$ 735,551	\$ 564,273	77%
Grnts to Students	\$ 1,060,195	\$ 1,069,584	\$ 691,133	65%
Other(F,P,S,T)	\$ (56,651)	\$ (4,905,448)	\$ (636,812)	13%
Total	\$ 55,460,656	\$ 52,697,806	\$ 38,920,518	74%

Board Report: March 2019

SUMMARY: NORTH SEATTLE COLLEGE

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (18,013,450)	\$ (16,763,791)	\$ (9,398,906)	56%
State Allocation/Capital	\$ (330,650)	\$ (330,650)	\$ (330,650)	100%
subtotal	\$ (18,344,100)	\$ (17,094,441)	\$ (9,729,556)	57%
<u>Local Revenues</u>				
Tuition	\$ (9,769,044)	\$ (7,614,045)	\$ (8,831,003)	116%
Fees	\$ (2,844,694)	\$ (2,924,290)	\$ (2,529,019)	86%
Running Start	\$ (1,626,289)	\$ (1,400,000)	\$ (1,663,587)	119%
International, IEL	\$ (6,909,531)	\$ (5,478,647)	\$ (4,188,158)	76%
Other	\$ (358,341)	\$ (229,079)	\$ (257,459)	112%
Revenue Transfers	\$ 1,641,761	\$ 2,224,300	\$ -	0%
Use of Reserves	\$ (1,475,788)	\$ (4,399,662)	\$ (2,699,662)	61%
subtotal	\$ (21,341,925)	\$ (19,821,423)	\$ (20,168,888)	102%
Total	\$ (39,686,025)	\$ (36,915,864)	\$ (29,898,444)	81%
	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
EXPENDITURES				
Salaries/Wages	\$ 23,132,430	\$ 24,803,333	\$ 16,279,262	66%
Employee Benefits	\$ 8,060,585	\$ 8,089,513	\$ 5,644,366	70%
Contracted Services	\$ 74,174	\$ 124,034	\$ 22,240	18%
Supplies	\$ 3,374,094	\$ 4,187,208	\$ 2,028,443	48%
Travel	\$ 94,433	\$ 125,997	\$ 51,931	41%
Equipment	\$ 454,823	\$ 1,047,245	\$ 452,282	43%
Grnts to Students	\$ 1,003,946	\$ 918,201	\$ 583,075	64%
Other(F,P,S,T)	\$ 49,278	\$ (2,410,432)	\$ 455,332	-19%
			\$ -	
Total	\$ 36,243,763	\$ 36,885,099	\$ 25,516,931	69%

Board Report: March 2019

SUMMARY: SOUTH SEATTLE COLLEGE

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (20,528,679)	\$ (19,067,902)	\$ (11,693,323)	61%
State Allocation/Capital	\$ (396,800)	\$ (396,800)	\$ (396,800)	100%
subtotal	\$ (20,925,479)	\$ (19,464,702)	\$ (12,090,123)	62%
<u>Local Revenues</u>				
Tuition	\$ (9,143,081)	\$ (8,089,518)	\$ (7,001,030)	87%
Fees	\$ (2,974,985)	\$ (2,018,525)	\$ (2,553,760)	127%
Running Start	\$ (2,202,711)	\$ (3,200,000)	\$ (2,071,135)	65%
International, IEL	\$ (4,816,124)	\$ (5,045,700)	\$ (4,588,352)	91%
Other	\$ (765,077)	\$ (82,700)	\$ (788,364)	953%
Revenue Transfer	\$ 3,031,106	\$ (739,128)	\$ 350,488	-47%
Use of Reserves	\$ (1,154,016)	\$ (1,075,618)	\$ (1,075,618)	100%
subtotal	\$ (18,024,888)	\$ (20,251,189)	\$ (17,727,770)	88%
Total	\$ (38,950,367)	\$ (39,715,891)	\$ (29,817,893)	75%
	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
EXPENDITURES				
Salaries/Wages	\$ 22,250,446	\$ 23,081,269	\$ 15,475,729	67%
Employee Benefits	\$ 7,462,012	\$ 7,470,227	\$ 5,154,155	69%
Contracted Services	\$ 35,856	\$ 160,210	\$ 20,890	13%
Supplies	\$ 4,587,855	\$ 6,201,002	\$ 3,111,741	50%
Travel	\$ 267,855	\$ 286,856	\$ 122,865	43%
Equipment	\$ (130,745)	\$ 287,265	\$ 376,799	131%
Grnts to Students	\$ 5,222,671	\$ 4,211,912	\$ 2,746,889	65%
Other(F,P,S,T)	\$ (2,556,074)	\$ (2,108,816)	\$ (1,100,652)	52%
Total	\$ 37,139,877	\$ 39,589,925	\$ 25,908,417	65%

Board Report: March 2019

SUMMARY: SVI

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (2,375,170)	\$ (1,650,745)	\$ (1,053,929)	64%
State Allocation/Capital				
subtotal	\$ (2,375,170)	\$ (1,650,745)	\$ (1,053,929)	64%
<u>Local Revenues</u>				
Tuition	\$ (108,493)	\$ (999,923)	\$ (558)	0%
Fees	\$ (99,951)		\$ (51,516)	
Running Start				
International, IEL				
Other	\$ (31,277)		\$ (7,587)	
Revenue Transfers			\$ 81	
Use of Reserves		\$ (624,288)	\$ (391,560)	63%
subtotal	\$ (239,721)	\$ (1,624,211)	\$ (451,141)	28%
Total	\$ (2,614,891)	\$ (3,274,956)	\$ (1,505,070)	46%
	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
EXPENDITURES				
Salaries/Wages	\$ 1,952,924	\$ 1,849,627	\$ 1,173,549	63%
Employee Benefits	\$ 701,193	\$ 638,248	\$ 415,821	65%
Contracted Services	\$ 600	\$ 114,746		0%
Supplies	\$ 325,098	\$ 653,327	\$ 217,229	33%
Travel	\$ 1,933	\$ 22,000	\$ 3,482	16%
Equipment			\$ 13,806	
Grnts to Students	\$ 48,775	\$ 8,000	\$ 2,159	27%
Other(F,P,S,T)	\$ 59,008	\$ (4,115)		0%
Total	\$ 3,089,532	\$ 3,281,833	\$ 1,826,046	56%

Board Report: March 2019

SUMMARY: SIEGAL CENTER

	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
REVENUE				
<u>State Funding</u>				
State Allocation	\$ (9,689,450)	\$ (12,825,107)	\$ (6,055,093)	47%
State Allocation/Capital				
subtotal	\$ (9,689,450)	\$ (12,825,107)	\$ (6,055,093)	47%
<u>Local Revenues</u>				
Tuition		\$ (5,315,758)		0%
Fees	\$ (111,347)	\$ (200,000)	\$ (54,890)	27%
Running Start				
International, IEL				
Other	\$ (703,580)	\$ (1,000,000)	\$ (246,508)	25%
Revenue Transfers	\$ 14,571	\$ 130,196	\$ 105,898	81%
Use of Reserves	\$ (2,020,547)	\$ (500,000)	\$ (500,000)	100%
subtotal	\$ (2,820,903)	\$ (6,885,562)	\$ (695,500)	10%
Total	\$ (12,510,353)	\$ (19,710,669)	\$ (6,750,593)	34%
	Actual 17/18	Budgeted 18/19	YTD March 2019	% of budgeted
EXPENDITURES				
Salaries/Wages	\$ 6,745,267	\$ 10,881,499	\$ 7,493,145	69%
Employee Benefits	\$ 2,550,048	\$ 4,439,278	\$ 2,721,362	61%
Contracted Services	\$ 76,513	\$ 124,839	\$ 113,080	91%
Supplies	\$ 3,892,178	\$ 6,158,279	\$ 2,924,142	47%
Travel	\$ 127,880	\$ 307,073	\$ 74,444	24%
Equipment	\$ 137,679	\$ 157,090	\$ 110,354	70%
Grnts to Students	\$ 1,650		\$ -	
Other(F,P,S,T)	\$ (969,217)	\$ (2,668,161)	\$ (941,657)	35%
Total	\$ 12,561,997	\$ 19,399,897	\$ 12,494,870	64%

MAY 9, 2019

BOT Report: Strategic Goal 2 Equity, Diversity & Inclusion

From the perspective of EDI Leadership Team

D'Andre Fisher, Associate VP for Equity, Diversity and Inclusion at North
Betsy Hasegawa, Associate VP for Equity, Diversity and Inclusion at South
Valerie Hunt, Associate VP for Equity, Diversity and Inclusion at Central
Rosie Rimando-Chareunsap, Vice Chancellor for EDI

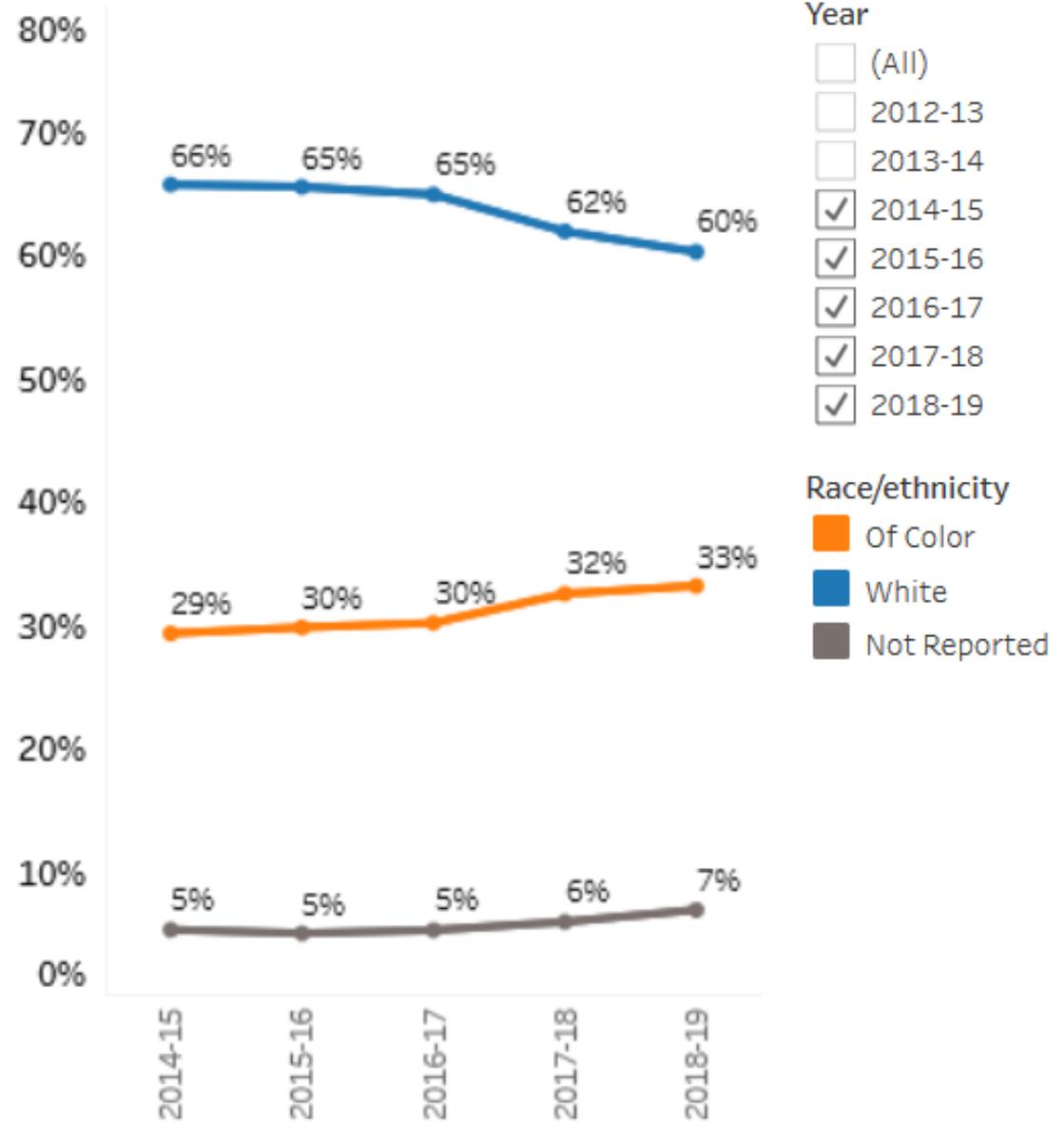
Metrics for Goal 2: Equity, Diversity, Inclusion and Community

Measure <i>hover for details</i>	Target 17-18	Actual 17-18	Status	Goal by 2023	Trend <i>click lines for details</i>
1b. Student engagement, gap	--	Gap: 0.4 White: 3.5 SOC: 3.1	--	0%	
2b. Student retention, gap	Gap: 9% White: 68% HU: 60%	Gap: 6% White: 62% HU: 56%	✓	0%	
3b. Student completion, gap	Gap: 8% White: 44% HU: 37%	Gap: 11% White: 45% HU: 34%	✗	0%	
6b. Student math, gap	Gap: 8% White: 26% HU: 18%	Gap: 10% White: 32% HU: 22%	✗	0%	
7. Employee Diversity	32%	32%	✓	35%	
11b. Staff engagement, gap	--	Gap: 0.1 White 3.6 SOC 3.5	--	0%	

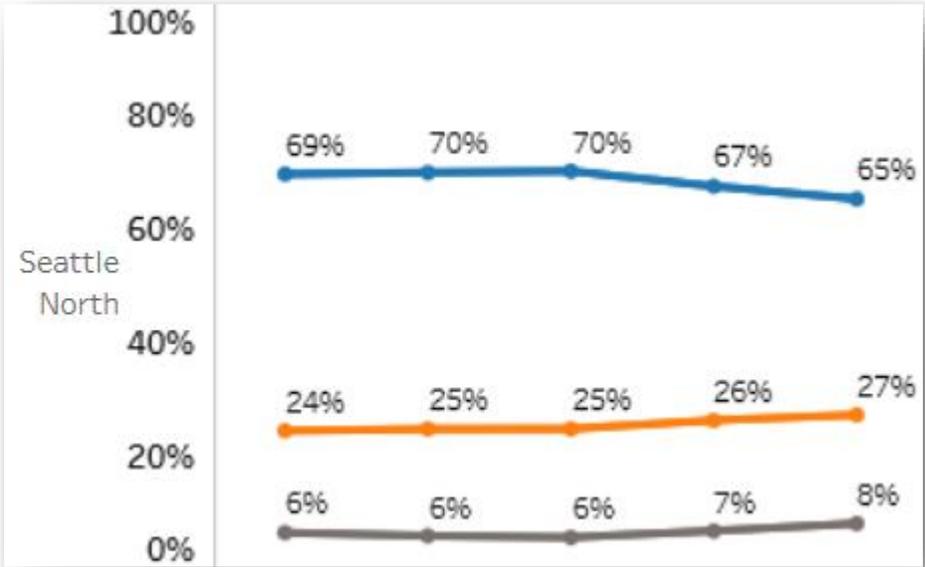
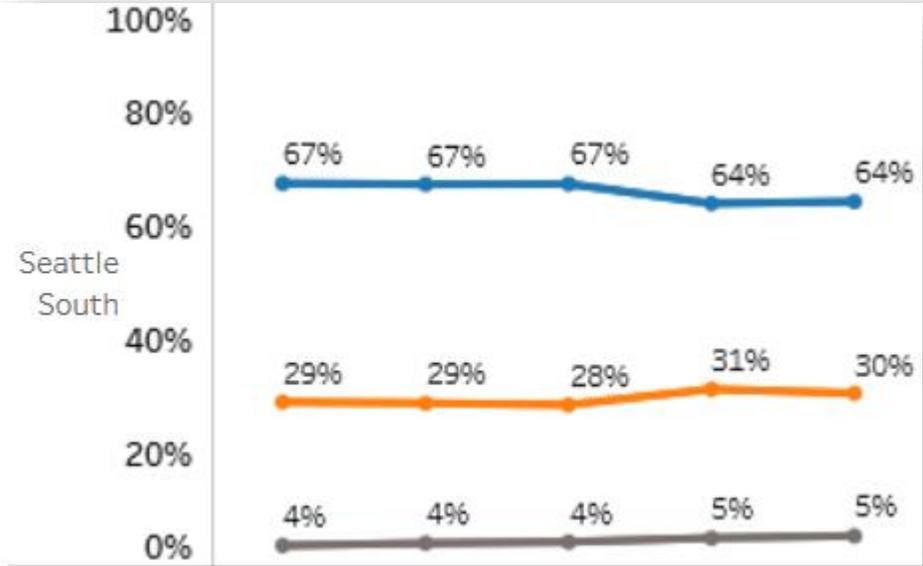
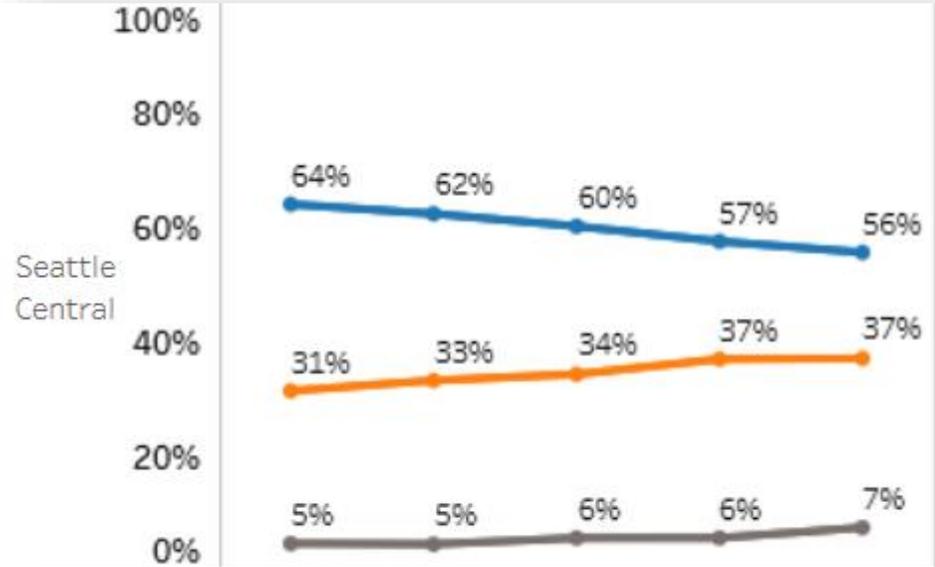
Employee Diversity

Presented for discussion as a sample breakout of the metrics.

District - Employee Diversity



Employee Diversity by College



Race/ethnicity

- Of Color
- White
- Not Reported

EDI Plan

Goal 2 Strategy: Develop and implement a diversity action plan

The AVP EDIs have established five preliminary objectives to achieve this strategic goal that will be further developed over the course of a three-year plan:

1. Establish, communicate, and maintain/sustain a draft common language for racial equity, diversity, inclusion, and community district-wide and across and within respective colleges
2. Promote practices that infuse the concepts and goals of racial equity, diversity, inclusion, and community system-wide
3. Recruit, hire, support, and mentor employees in order to develop and retain a stable and diverse workforce
4. Continue progress toward the goal of eliminating the racial equity gap in order to achieve success for all students
5. Improve intercultural competency among employees and students through professional development and curriculum

EDI @ North Seattle College

D'Andre Fisher

Associate VP for Equity, Diversity and Inclusion at North

EDI @ Seattle Central College

Dr. Valerie Hunt

Associate VP for Equity, Diversity and Inclusion at Central

EDI @ South Seattle College

Dr. Betsy Hasegawa

Associate VP for Equity, Diversity and Inclusion at South

EDI Plan – Next Steps

2018-2019 — Learning and Partnerships Year

2019-2020 — Assessment year

Utilize the same method across the three campuses and Siegal Center to perform an assessment of the EDI landscape across the Seattle Colleges.

2020-2021 — Plan development year

Utilizing the assessment data, analysis, and iterative discussion and engagement: propose, refine and then develop an actionable plan to which the strategic operational plan and budget development align.

2021 and beyond — Plan execution year

Questions and Discussion

THANK YOU!

A solid green horizontal bar at the bottom of the slide.

MEMORANDUM

TO: Board of Trustees
FROM: Shouan Pan, Chancellor
DATE: May 9, 2019
SUBJECT: Report to the Board of Trustees

I. Student Success**Using Starfish to Enable Improved Student Success***Phase 1: Advising*

Thanks to the leadership of Kurt Buttleman, Daniel Cordas and the other members of the Starfish Implementation Team, Seattle Colleges has launched Phase I of a new communication and advising tool aimed at improving daily services to students and faculty. In this first phase, students will use Starfish to a) make appointments with advisors online and b) access information about other student support services. Beginning on May 1, students began using Starfish to make advising appointments online.

Phase 2: Developing Early Alerts

Starfish has a powerful and very customizable early-alert feature to aid instructors with notifying (“raising a flag”) and referring a student to their primary advisor or another staff member. During Spring Quarter, we will recruit faculty from each college to engage in compensated work over Summer and Fall 2019 to help develop and test our Early Alert system.

Making Progress on Implementing Seattle Pathways

Seattle Pathways momentum continues. New highlights include:

- a) At all three of our colleges, students have been assigned a primary advisor (Pillar III: Stay on the Path)
- b) Faculty-led English Directed Self-placement work continues to make progress across the three colleges (Pillar I: Clarify the Path)
- c) South is in the final stages of finalizing its program maps for each of the district-wide areas of study (Pillar I: Clarify the Path)
- d) [Strategic Plan Scorecard dashboards](#) continue to evolve (Pillar IV: Ensuring Learning)

II. Organizational Excellence**Winter and Spring Quarter Faculty Development Workshops Well Received**

The winter book read and the author speaker event on March 13, with author of *So You Want to Talk About Race*, Ijeoma Olou, received extremely positive feedback from staff and faculty. Dr. Yilin Sun, the Faculty Developer, has organized several exciting events for faculty and staff for the spring including a workshop called Towards a Transparent Institution: Using TILT Tools in

Instruction and Student Service. Staff and faculty engaged in sessions on how to implement TILT in their daily work with students and colleagues.

Future Faculty Develop Workshops include:

- a) Effective Use of Open Educational Resources
- b) Starfish Sneak Peak
- c) What do you want to know about applying for Curriculum Grants?

Fire and Evacuation Drill Successfully Carried out at SSC and Siegal Service Center

Faculty and staff at Seattle Central College and the Siegal Service Center participated in a fire and evacuation drill in the morning of April 17. Employees retreated to the Cal Anderson Park Tennis Court during the drill.

Kerry Howell Named Vice Chancellor for Advancement

After a thorough and focused national search, with broad involvement of the Aspen Leadership Group, an internal Search Committee, the Seattle College Foundation Board, trustees, the Chancellor's Executive Cabinet, and members of the district community; Seattle Colleges successfully concluded the search for a new Vice Chancellor for Advancement. On April 19, Chancellor Pan officially appointed Kerry Howell as the new Vice Chancellor and she started her work on April 29.

III. Partnerships

Seattle City Council Unanimously Passed the Promise Partnership Agreement between Seattle Colleges and the City of Seattle

On April 18, SSC president Edwards Lange and chancellor Pan presented at the Seattle City Council Education Committee. On Monday, April 22, the full City Council voted unanimously to pass the historic promise Partnership Agreement between Seattle Colleges and the City of Seattle. On Wednesday, April 24, chancellor Pan joined Mayor Durkan in officially signing the Partnership Agreement. With the signing of the Agreement, Seattle Colleges will be receiving Levy dollars to fund the implementation of Seattle Promise.

Advocate for Investments in Education and Workforce Programs with the US Congress

Laura Hopkins from SEIU 1199 Training Fund and Dr. Malcolm Grothe from Seattle Colleges traveled to Washington DC to urge lawmakers to modernize education and workforce policies to improve student and business outcomes. The Seattle Colleges joined more than 30 business and community college leaders from 12 states in Washington D.C. March to speak with members of Congress and their staff, urging them to modernize our higher education system by:

- Making Pell grants available to high-quality, short-term training programs that prepare workers for in-demand jobs.
- Making transparent data available so that the public can see which education and

training programs are preparing prospective employees to meet the needs of their industry.

- Investing in partnerships between businesses and community colleges to provide high-quality training for workers.
- Helping workers complete their training programs by offering support like child care, career counseling, and transportation assistance.

Nearly two-thirds (62 percent) of small and mid-sized business leaders say it's difficult to find and hire skilled workers, according to the Business Leaders United for Workforce Partnerships (BLU). Community and technical colleges play a critical role in ensuring workers and employers have the skills to succeed on the job and in their career. But our federal education policies simply aren't structured to support partnerships between businesses and community colleges – and they don't do enough to help the working people who want and need training to take the next step in their career.

Chancellor Pan Attended the 2019 AACC Convention

Shouan Pan attended Convention held in Orlando, Florida from April 12-16. During the Convention, he presided over his last Business Meeting of the National Asian Pacific Islander Council as the President. He also attended the Diversity Commission meeting, where he completed his second-year term as a Commissioner.

Introducing a Viable Home-Buying Solution to Seattle Colleges Employees

Interim Vice Chancellor of Administrative Services, Jennifer Howard and chancellor Pan met with Landed, a non-profit company that specializes in assisting employees of educational institutions in purchasing their first homes. Landed has agreed to offer the service to Seattle Colleges employees beginning this summer. Qualified employees will be eligible to receive down payment assistance, up to \$150,000 by Landed. When the homeowner decides to sell or refinance the house in the future, 25% of the gain in home value plus the original borrowed down payment will go to Landed; vice versa, if the home value depreciates, the home owner will only be responsible for the borrowed down payment.

Weigel Broadcasting and SCCTV Entered New Agreement

SCCTV has entered an agreement to provide another year of programming to Weigel Broadcasting (MEtv). In addition to airing @ Seattle Colleges, MEtv is airing the series Challenge 2.0. hosted by Jeff Renner in partnership with the Treacy Levine Center. The Center is dedicated to promotion understanding, bridging divides and building relationships among people across religious, cultural, ethnic, and social lines.

IV. Pride Points**SSC Faculty's Article Featured in the League for Innovation Abstract**

Seattle Central College was featured by the League for Innovation in a Learning Abstract about Seattle Central's new Flex Mode, co-authored by Robin Leeson and Yun Moh. Click the link [HERE](#) to read their article, "Flexing Between Course Modalities." Congratulations to Robin and Yun!

MEMORANDUM

TO: Board of Trustees
FROM: North Seattle College President Dr. Warren Brown
DATE: April 25, 2019
SUBJECT: Report to the Board of Trustees

I. Institutional Excellence

- **Student Services Cultural Scan**

Toni Castro, temporary special assistant to President Brown, completed work on a cultural scan of Student Development Services (SDS). Castro provided a comprehensive report explicating the changes, challenges and opportunities within SDS, completed a SWOT analysis, and provided actionable steps for NSC to move forward. North's vice presidents reviewed the report and developed a plan of action. Castro provided highlights to the SDS Council on April 17.

- **Mid-cycle Accreditation Visit**

Two evaluators from the Northwest Commission on Colleges and Universities completed their mid-cycle accreditation visit on the NSC campus April 9. Although the college will not receive the evaluators' final report for a few months, they shared that they were impressed with North's progress to date. The evaluators stated that now North's work needs to be more targeted and specific about measures and achievements.

- **North Establishes International Partnership with University in Russia**

President Brown and North physics faculty member, Tracy Furutani, traveled to Russia and signed a partnership agreement with Amur State University (AmSU). North and AmSU have agreed to engage in program, faculty, student and curriculum exchanges. AmSU will send their student created aerospace telemetry payload to North to accompany the NSC rocket club rocket for entry into the International Rocketry competition.

II. Pride Points

- **Five North Faculty Awarded Tenure**

On March 14, the Seattle Colleges District Board of Trustees voted to award tenure to five NSC faculty: Cathryn Cabral, James Jewell, Geoff Palmer, Caroline Pew, and Zan Simunovic.

- **NSC Plans for 50th Anniversary**

Official planning for North's 50th anniversary has begun with the formation of a committee and sub-committees. The official kickoff for the 50th celebration will be in fall 2020, followed by celebrations throughout the year, culminating with the Commencement ceremony of North's 50th graduating class. Input is being collected from the community through a survey and an online form where students, alumni, employees and others can share stories of North's impact.

III. External Affairs

- **14/48:HS Theatre and Art Festival**

North hosted the "World's Quickest Student Theatre Festival," created by local high school students. Some of North's Running Start students participated, and their involvement provided a chance to promote the college.



MEMORANDUM

TO: Board of Trustees
FROM: Sheila Edwards Lange, Ph.D., President
DATE: May 9, 2019
SUBJECT: Seattle Central College monthly report

STUDENT SUCCESS

Third annual Maritime event introduces industry to students

Nearly 150 local high school students from Ballard, Chief Sealth, Cleveland, and more visited the Seattle Maritime Academy for the third annual SO²UND Day. Students learned about maritime careers as well as skills such as knot-tying, lifeboat drills, emergency flare use, etc.

INSTITUTIONAL EXCELLENCE

Food pantry position established

Seattle Central welcomed Zach Hunter last month to oversee and expand the college's food pantry. Over the past year, the Associated Student Council collaborated with Phi Theta Kappa to produce pop-up food pantries and food drives to collect items for the low income and homeless population. Zach will help to streamline processes and form partnerships.

EXTERNAL AFFAIRS

College's mission highlighted in new partnership

Earlier this month, Seattle Central held a cohort kickoff event for the new Academy for Rising Educators, which will offer a six-quarter Associate of Arts degree with a focus on education and social justice. Through a partnership with Seattle Public Schools, graduates will have the option to directly transfer into teaching programs at Seattle University and City University. The cohort will also have the opportunity to work full-time at Seattle Public Schools as district instructional assistants, and students who are recent high school graduates will be eligible for free tuition under the Seattle Promise scholarship.

PRIDE POINTS

Student leaders visit the state capital

Members of Seattle Central's Associated Student Council (ASC) traveled to Olympia and had lunch with Governor Jay Inslee and Secretary of State Kim Wyman in March after being recognized as a top performing school in the Student Voter Registration Challenge. During Welcome Week at the beginning of the school year, the ASC took on the Student Voter Registration Challenge by canvassing the campus and encouraging students to register to vote.

Student named as finalist for statewide service ward

Earlier last month, Seattle Central's Camila Christensen was honored at the Students Serving Washington Awards Ceremony with the President's Civic Leadership Award. She was also a finalist for the governor's Civic Leadership Award. The award committee was impressed by Camila's dedication to serving students on campus.



**SEATTLE CENTRAL
COLLEGE**

One of the Seattle Colleges

PRESIDENT'S OFFICE

1701 Broadway, Seattle, WA 98122
Main 206.934.5417 • Fax 206.934.4390
seattlecentral.edu

MEMORANDUM

TO: Board of Trustees
FROM: Rosie Rimando-Chareunsap, President
DATE: May 9, 2019
SUBJECT: Report to the Board of Trustees

I. **Student Success**

- South Seattle College President Rosie Rimando-Chareunsap and Interim Vice President of Student Services Joyce Allen joined Melody McMillan, Seattle Colleges' Director of Seattle Promise, in meeting with the principals of Cleveland, South Lake and West Seattle high schools over the past month to strengthen collaboration and student pathways from high school to Seattle Colleges through the Seattle Promise Tuition Program.

II. **Institutional Excellence**

- South had a successful NWCCU Year Seven Accreditation visit from April 24-26, welcoming a team of peers representing public and higher education institutions in the Northwest region. The college received several compliments on our hospitality and organization of their visit, and commendations for our Guided Pathways work, innovation and adaptability in a resource-limited environment, our pervasive culture of student success, and our comprehensive integration of equity, diversity and inclusion work. The college received recommendations to continue improvement in the areas of key performance indicators, course, program and degree learning outcomes, college and district policy update planning, and annual external financial audits.
- The National Institute for Staff and Organizational Development (NISOD) and *Diverse: Issues in Higher Education* have named South Seattle College one of the *2019 Promising Places to Work in Community Colleges* award winners. The annual award recognizes community and technical college commitments to diversity through best-in-class student and staff recruitment and retention practices, inclusive learning and working environments, and meaningful community service and engagement opportunities.
- President Rosie Rimando-Chareunsap has been selected by the Aspen Institute's College Excellence Program to join the 2019-2020 class of the Aspen Presidential Fellowship for Community College Excellence, a leadership program aimed at preparing the next generation of community college presidents to transform institutions to achieve higher and more equitable levels of student success, both in college and in the labor market.
- South is undergoing a three-phase project to improve campus signage. The first phase, currently underway, focuses on campus entrance signs and exterior signs highlighting popular departments and services. One highlight is a large monument sign that will designate the new main campus entrance at the plaza between Robert Smith Building and Cascade Hall. The project is supported by capital funds and is expected to be completed by June 2019.



April 25, 2019

To: Seattle Colleges District Board of Trustees

From: Annette Stofer, AFT Seattle President

Re: Report for May 2019 meeting

AFT Seattle is in the midst of an intense few months this spring. Elections for executive board officers will conclude by the end of spring quarter. Nominations opened on April 23 and will remain open for two weeks. There will then be a period of time in which the eligibility of all candidates is confirmed, campaigning can take place, and the official voter list is compiled. If there are positions in which more than one person is running, a ballot will be created for each of those, and electronic voting will be conducted. The new executive board will serve from September 1, 2019 to August 31, 2021.

On May 10, our union is celebrating our 50th anniversary. Months of planning will culminate in an evening event at FareStart's Panorama Room in the Pacific Tower. The Secretary-Treasurer of American Federation of Teachers, Lorretta Johnson, will be our special guest. We are most honored to have her come to Seattle to join us.

It seems that we have more grievances than normal at this time. They range from tracking leave use accurately to opportunities for full-time faculty to have moonlight assignments. We are also looking at the use of "independent study" designation to address low-enrolled classes. Some grievances begin with a lack of openness and collaboration with faculty. Others are the direct result of budget constraints within the district. Other unresolved issues include how to fund the workload change in the Basic and Transitional Studies Divisions, and whether the contact hour range of 15-18 hours per week must be applied to part-time faculty assignments.

Of course, the legislative session in Olympia has received our greatest attention recently. AFT Seattle is most pleased with the outcome of the walkout on April 16. Across the district, hundreds of faculty, students, staff, administrators, and community supporters joined together to send a clear message that we are in crisis and need strong funding. Reports are that eight other colleges also held actions of various sorts. Media coverage included KOMO, KIRO, KCPQ-13, NPR/KUOW, The Seattle Times, West Seattle and Capitol Hill blogs, Univision, The Seattle Chinese Post, and more. Social media was used to send tweets, emails, and facebook posts. Hundreds of handwritten messages were collected along with signatures on petitions. AFT Washington staff and others delivered bags full of the cards and petitions to key legislators on Monday, April 22. We have continued to report to our faculty and encourage them to keep up the pressure for strong funding.

The collaboration between our faculty union and the administrative leaders of our district to affect change in Olympia is unprecedented. Your support for and participation in the walkout was extraordinary. I would like to express my deep gratitude to Chancellor Pan, President Rimando-Chareunsap, President Edwards-Lange, President Brown, so many more who have been committed to restoring our colleges' health and excellence.

NSC Student Leadership and Multicultural Programs has the following to report:

- Earth Day marked the beginning of North's annual E-Waste Drive. Items such as old TVs, keyboards, cellphone, cords, hard drives, printers, and so on, will be collected until Friday, May 3rd, at which point they will be recycled.
- In collaboration with the University Food Bank, several departments including Student Leadership, the Office of EDI, International Programs, and the Sustainability Office now rotate responsibilities every week to support North's Food Pantry. North has steadily increased its service each quarter, averaging 115 visitors in Fall, 149 in Winter, and 200 thus far in Spring.
- Student Fee Board made its final decisions on S&A fees for the 2019-2020 academic year, and has forwarded that budget to the Executive Team for review.

Campus Events

- **Relax & Recharge** (4/10): Over a hundred students attended this event to take advantage of free massages, henna, snacks, and other soothing activities designed to reduce stress and fight post-winter burnout.
- **Walkout** (4/16): Student Leadership made posters and flyers to support our faculty and staff during the statewide walkout. A member of Communications Board led a screenprinting demonstration to create additional protest signs.
- **Rocket Installation** (4/17): Members of the community joined NSC Rocketry Club in the library to mark the display installation of the rocket Aquila, which won 16th place out of 120 universities at the 2017 Intercollegiate Rocket Engineering Competition. Attendees had the opportunity to learn more about Rocketry Club's international collaborations and other current projects.
- **Students of Color Conference** (4/18 – 4/20): Two members of Student Leadership accompanied a group of sixteen students to Yakima to attend the conference.
- **Earth Day** (4/22): Events and Sustainability Boards teamed up to promote sustainable practices, tabling and leading Kahoot games in the Grove.
- **NSC Earth Fair** (4/24): NSC Sustainability is bringing seventeen organizations to campus, specializing in areas such as social, environmental, and food justice, climate change, and waste management. Students will have the chance to learn more about these issues, network, and connect with internship and volunteer opportunities.
- **Denim Day** (4/24): Observance of this day, which began in Italy, is intended to combat misperceptions around sexual assault. Denim Day at NSC is hosted by GenEq, which has encouraged the community to wear jeans in solidarity with survivors. GenEq will also be tabling to connect students with resources and information.
- **Club Fair** (4/25): Students will have the opportunity to meet representatives from over a dozen campus clubs as they welcome prospective new members with games, crafts, activities, and free doughnuts in the Grove.

- **Documentary Screening (4/25):** Students for Environmental Justice NSC will serve free vegan pizza and screen a documentary on the influence of corporations in US politics.
- **All Student Leadership Meeting (4/26):** All members of Student Leadership will meet with AVP of EDI, D'Andre Fisher, to discuss and plan for the formal opening of the Equity and Welcome Center on 4/29.
- **Professionalism Workshop (4/26):** Immediately following the All Student Leadership Meeting, the Student Cabinet and four other student leaders will have the opportunity to work with Jill Lane (NSC Political Science Faculty). The workshop will teach professional behavior in a variety of situations (public speaking, phone, email, teamwork) as well as tips for navigating politics and conflict in the workplace.

MEMORANDUM

TO: Board of Trustees
FROM: Associated Student Council (SCC)
DATE: April 25, 2019
SUBJECT: Report to the Board of Trustees

I. Student Success

- a. Open Educational Resource (OER) development
- b. Creating focus groups on various social justice topics
- c. Feminine Hygiene Project – free hygiene products on women’s bathroom
- d. Advocacy on creating more gender-neutral bathrooms in our college
- e. Getting Involved;
 - a. Student Leadership Exposition (April 3rd) – Six student boards tabled in SCC Atrium to encourage students to be involved in Student Leadership
 - b. Student Leadership Session (April 10th) – Session to encourage student to apply for student leadership positions and answering their questions
- f. We are hiring 12 positions for the next school year student body officers – application deadline; May 6th.

II. Events

- a. Holi celebration on April 12, 2019
- b. Earth Week events; Pop-Up Food Pantry, Waste Audit, Conversation on Earth future, Poems for the planet, Mobile bike repair, COSI: Advancing Economics, Racial and Climate Justice with a Green New Deal.
- c. Student of Color Conference April 18th – 20th in Yakima. About 40 students from Central participated.

III. Financial Health

- a. We ratified the 2019-20 S&A budget allocations; final reports will be sent to the councilor’s office by our Finance Officer, Malcolm Prevo
- a. Seattle Central College’s Believe Gala (April 25th, 2019) – A fundraising event at Fremont Studios.

MEMORANDUM

TO: Board of Trustees

FROM: Jeffrey Campbell
President, United Student Association

DATE: May 9th, 2019

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

Clean Air Task Force Survey

The campus-wide survey was conducted from April 2 – April 12, 2019 and received 442 responses from students, staff and faculty. Results are currently being compiled by the Office of Institutional Effectiveness. A community forum to review results and comments will be held on April 23. A formal recommendation to the President’s Cabinet will occur after a College Council meeting on May 6.

USA Elections for the 19-20 Academic Year

Over 20 students attended 8 orientation sessions to receive applications for next year’s student government team. The deadline to apply is April 19. The Elections Committee will review applications. On-line elections will be held May 14-16.

Student Referendum on Constitution:

The USA has also proposed that the Constitution be amended to a selection process next year. A student referendum on the matter will be held as part of the spring elections process.

What are the main changes? For the past five years, USA teams have discussed this topic and have been in favor of a selection application and interview model (vs an election process in which many seats remain vacant and typically only about 5% of the student body vote).

We believe this process is better because:

1. More students will participate in a selection process that models a more traditional job application and interview process than a competitive campaign.
2. The student government team will more closely reflect the diversity within our student body.

Student Wellness Center

Director of Capital Projects Karen Herndon received confirmation from SRG Partnerships Inc. (Wellness Center architects) that a meeting will be held on April 18 to discuss three new Wellness Center designs.

AFT Faculty Walkout at South Seattle College April 16

The United Student Association stands with AFT in support of the Walkout at South Seattle College to help increase funding and to bring awareness to the potential consequences of these future budget cuts. The walkout is intended to illustrate the crisis faced by the community and technical colleges because of the State Legislature's failure to adequately fund programs, salaries and student support.

Since 2013, the State has covered only 65% of salary increases that they have approved, forcing the colleges to cover the other 35% with tuition or other revenue (if available), by taking money from reserves, or often by cutting programs, staff, and services to students to reduce costs. The Seattle Colleges face up to a \$2M budget shortfall next year (based on proposed salary increases alone) with current budget proposals, and will be forced to make reductions as a result. This could mean possible tuition increases mandated by the state, class cuts, program cuts, fewer resources, and less kempt facilities for students.

The United Student Association believes that a teacher walkout will help bring attention to the underfunding of community colleges and is in support of this action for the benefit of teachers, faculty, students, and community colleges as a whole. Our position statement:

**United Student Association 2018 - 2019 Position Statement:
Teacher Walkout in South Seattle College**

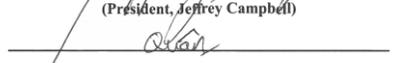
The United Student Association stands with AFT and is in support of having a Teacher Walkout at South Seattle College on Tuesday, April 16th, 2019 to help increase funding for Seattle Community Colleges and to bring awareness to the potential consequences of these future budget cuts. The walkout is intended to illustrate the crisis faced by the community and technical colleges because of the State Legislature's failure to adequately fund programs, salaries and student support. Since 2013, the State has covered only 65% of salary increases that they have approved, forcing the colleges to cover the other 35% with tuition or other revenue (if available), by taking money from reserves, or often by cutting programs, staff, and services to students to reduce costs. The Seattle Colleges face up to a \$2M budget shortfall next year (based on proposed salary increases alone) with current budget proposals, and will be forced to make reductions as a result. This could mean possible tuition increases mandated by the state, class cuts, program cuts, fewer resources, and less kempt facilities for students. The United Student Association believes that a teacher walkout will help bring attention to the underfunding of community colleges and is in support of this action for the benefit of teachers, faculty, students, and community colleges as a whole.

Done in the unanimous consent of the parties below, present the academic year of
2018-2019 IN WITNESS whereof.

Attest:



(President, Jeffrey Campbell)



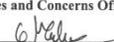
(Vice President, King Nguyen)



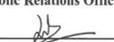
(Secretary, Kim Paraffina)



(Treasurer, Andy Le)



(Issues and Concerns Officer, Jay Choe)



(Public Relations Officer, Danny Le)



(Sustainability Officer, Linh Vo)

Congratulations to South's All-Washington Academic Team Recipients

South's Phi Theta Kappa All-Washington Academic Team honorees – Virginia Burton and Jeffrey Campbell – were recognized at the annual state-wide community and technical college reception with Chancellor Shouan Pan and South President Rosie Rimando-Chareunsap and advisor Monica Lundberg at South Puget Sound College on March 21.

Virginia Burton Associate of Arts- Humanities - As a student, single mother of three, volunteer and social justice advocate, Virginia Burton embodies the power of compassion and perseverance. In addition to excelling in her studies and assisting Seattle's homeless population through Catholic Community Services, Virginia also volunteers for the Post Prison Education Program, helping guide those set for release. She will pursue her bachelor's degree in Law, Societies & Justice from the University of Washington-Seattle, and plans to continue her advocacy work in prison reform and policy.

Jeffrey Campbell Associate in Business - A driven leader and activist, Jeffrey Campbell has found strength in the face of incredible adversity. After making the decision to come back to college, Jeffrey began focusing on student leadership and volunteerism while balancing multiple jobs. Today he is the President of the United Student Association, advocating for student needs on campus. He plans to pursue a bachelor's degree in Business Administration from the University of Washington-Seattle and begin a career cultivating diversity and inclusivity in the workplace.

Services and Activities (S&A) Budget Finalized for the 2019- 2020 Academic Year

The S&A Fee Board has finalized budgets for next year. Available funds to allocate were greatly reduced and the committee was tasked to make budget adjustments as deemed necessary. The committee was limited in their ability to meet all funding requests and suggest that special requests be submitted to the S&A Fee Committee next year if balances are insufficient to fund programs. The final operating budget for USA was reduced from the current USA allocation of

\$81,124.80 for the 18-19 academic year, to \$75,085.00 for the upcoming 19-20 academic year – which is a reduction of 9.25%.

USA on Canvas

USA Secretary Kim Parafina has been and continues to meet with Library Faculty to develop USA's first Canvas shell as a means to communicate and keep South's students informed of all Student Government and Student Life happenings. Kim will be meeting with Pamela Wilkins for more Canvas training and will be maintaining the Canvas page for USA.