



**District #29
Board of Trustees
Rotunda, Building 3
Wednesday, July 11, 2012**

Minutes

Study Session

Call to Order: Chair Lachney called the Board of Trustees study session to order on July 11, 2012, at 3:09 p.m.

Board of Trustees:

Bruce Lachney, Chair	John Walstrum, President
Dr. Robert Lenigan	
Mark Martinez	
Mary Moss	
Lua Pritchard	

Other Attendees:

Amy Goings, VP for Operations & College Relations
 Aris Holcomb, Technology Technician
 Linda Schoonmaker, VP for Finance
 Cherie Steele, Executive Assistant to the President

TACTC Report

Trustee Lenigan stated that the Trustees Association for Community and Technical Colleges (TACTC) Spring Convention at Big Bend Community College was a worthwhile meeting. Big Bend is located on the former Larson Air Force Base, and trustees toured the aviation-related programs. Dr. Lenigan also attended the Governance Institute for Student Success and found it helpful.

Trustee Moss learned a lot at the conference and appreciated the opportunity to attend. There were several new trustees in attendance, and it was a great chance to network.

Two items of note:

- Dr. Lenigan was nominated, by his peers and two CPTC faculty members, for the TACTC Equity and Student Success Award and was honored during the dinner meeting.
- During the Business meeting, Trustee Moss was elected as an At-Large Member to the TACTC Board for the 2012-13 year.

Committee Assignments for 2012-13 (Tab 1)

Trustees determined which committees they will serve on during 2012-13, as attached.

Review Proposed Budget for 2012-13

President Walstrum stated that a couple of key legislators were very supportive of the community and technical colleges during the budget discussions, and the colleges benefitted by what has been presented as a “no-cuts budget.” There will still be a small budget reduction, as mandated in the last biennium budget.

An honest effort was made on the part of the Cabinet to balance the budget without any loss of programs or loss of full-time staff. Students will be minimally impacted by the budget.

Chair Lachney asked if there are still programs with long wait lists. President Walstrum will provide trustees with information on the wait lists.

Trustee Lenigan requested that Vice President Schoonmaker provide trustees with a detailed salary listing of each employee, i.e., Salary, Benefits, Total Cost of Employee. Vice President Schoonmaker will provide the information.

Chair’s Agenda for 2012-13

Chair Lachney thinks administrators have managed the declining budget very well over the past few years and warned that, though it seems the worst is over, it may be deceiving. He would like trustees to focus more on the budget and understand it better – where the College has been and where the College is heading – to be better prepared.

Chair Lachney adjourned the study session at 3:43 p.m.



Regular Meeting Agenda

Call to Order: Chair Lachney called the Board of Trustees regular meeting to order on July 11, 2012, at 4:00 p.m.

Board of Trustees:

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|----------------------|--------------------------|
| Bruce Lachney, Chair | John Walstrum, President |
| Dr. Robert Lenigan | |
| Mark Martinez | |
| Mary Moss | |
| Lua Pritchard | |

Assistant Attorney General: Terry Ryan

Other Attendees:

- Lori Banaszak, Vice President for Instruction
- Andrew Bird, Dean of Technology, Engineering, Transportation, and Trades Division
- Sean Cooke, Coordinator of Student Engagement
- Steven Ellis, Dean for Business, Hospitality, Design, and Personal Services
- Amy Goings, VP for Operations & College Relations
- Aris Holcomb, Technology Technician

Joyce Loveday, Assistant Vice President for Instruction
Deborah Ranniger, Executive Director of Resource Development
Jonathan Russell, Student
Linda Schoonmaker, VP for Finance
Cherie Steele, Executive Assistant to the President
Valerie Sundby-Thorpè, Assistant Dean

Adoption of the Agenda (Tab 2)

MOTION:

Motion to adopt the Agenda as presented made by Mark Martinez, seconded by Robert Lenigan. **Approved** unanimously.

Approval of Minutes (Tab 3)

MOTION:

Motion to approve the Minutes of the Regular Board Meeting of June 13, 2012, made by Mark Martinez, seconded by Mary Moss. **Approved** unanimously.

President's Report

President Walstrum expressed his gratitude to Chair Lachney for taking on the chairmanship role of the Board this year.

Aerospace Presidents Planning Meeting

The Aerospace Presidents group is creating a strategic plan that will serve the two-year colleges as it relates to aerospace programming across the state. The plan will be a major part of the group's work over the course of the next year.

Convening of Leaders

The Tacoma-Pierce County Chamber of Commerce and the Economic Development Board for Tacoma convened a group identified as leaders from the various private and public sectors within the city. The inaugural meeting was held, and the group's purpose was defined as finding ways the Tacoma and Pierce County entities can work together to better serve our community. All higher education institutions in Tacoma and Pierce County were represented.

State Board for Community & Technical Colleges (SBCTC) Board Meeting

Clover Park Technical College hosted the June Board meeting of the State Board for Community & Technical Colleges (SBCTC). Trustee Lenigan represented the College Board of Trustees at the meeting.

Trustees Association of Community & Technical Colleges (TACTC) Spring Convention

Three trustees were able to attend the Trustees Association of Community & Technical Colleges (TACTC) Spring Convention. Trustees Lenigan and Pritchard attended the Governance Institute for Student Success (GISS) breakout portions, and Trustee Moss attended the Legislative Action Committee breakout sessions. All attendees participated in an ITV presentation by Sal Kahn, from the Kahn Academy.

A session was presented on the use of technology in the classroom, and Dr. Phil Venditti from CPTC represented the faculty of the state. One of his students was a co-presenter.

Dedication Ceremony Lakewood Historical Society

During a dedication ceremony, a plaque was placed near the entrance to Building 3, recognizing the 100th anniversary of the speedway that was on this property a century ago. President Walstrum offered remarks at that ceremony.

Presidents Academy Summer Institute

President Walstrum attended the Presidents Academy Summer Institute (PASI), hosted by the American Association of Community Colleges (AACC), and stated that it was a worthwhile professional development experience. The Institute is an annual professional development program for CEOs/Presidents of AACC member community colleges, providing intensive focus on current challenges, emerging trends, and opportunities unique to those positions of leadership.

During the meeting, forecasting about the College budget took place, and there was much discussion concerning the budget situation over the last few years. As Chair Lachney pointed out, it is not going away quickly and is a reminder of how important it is that the College make decisions that are fiscally sound and that remain true to the mission of the College.

President Walstrum was honored to be appointed to the Commission on Economic and Workforce Development, one of six commissions authorized by the AACC Board. AACC has a Board of Directors, made up of 32 presidents, that governs the 1,200 two-year community and technical colleges across the country. The commissions were established to provide advice to the AACC Board and staff.

Other College Reports

FY 2012-13 Budget (Tab 4)

Vice President Schoonmaker reviewed the proposed Budget (Tab 4). She referred to the Summary of Revenue and Expenditures by Fund. The General Tuition Revenue in Fund 149 is a conservative estimate, based on moving to the community college schedule and a ten percent reduction in enrollments.

The detail pages indicate division budgets. Salaries and benefits are the largest expense, as over 80 percent of the expenditures are in salaries and benefits; only 20 percent of the operating budget goes to Goods and Services.

Discussion, questions, and answers followed. Trustee Lenigan asked that the Board be provided with the total cost of an FTE, "out the door." Vice President Schoonmaker will revise the budget report to reflect that next year. Trustee Lenigan would also like a copy of the current organizational chart, and President Walstrum will provide a copy for trustees.

Chair Lachney asked if this budget reflects maintenance costs for the new Health Sciences Building, and Vice President Schoonmaker replied that it is currently covered by the state. Vice President Goings added that state Maintenance and Operating funds for the building go into effect in the 2013-15 biennium.

Chair Lachney followed up by inquiring if there are any other building issues that might strain the budget over the next year. Vice President Goings explained that the SBCTC has a highly prescribed process for maintenance of buildings on all two-year college campuses. Also, there are emergency funds through the Office of Financial Management if an emergency repair arises.

Chair Lachney inquired if there are plans to expand, shrink, or eliminate any programs that will impact the budget this year. Vice President Banaszak noted there are demands to expand some programs, but there are some facility issues related to expansion. As health-related programs move into the completed Health Sciences Building, the College will be able to expand some programs.

In relation to personnel, Chair Lachney asked if there are any expected impacts on the budget. Vice President Schoonmaker replied that the College has set some funds aside, as it is currently in negotiations with two unions and is waiting for the results of the Compensation Study.

President Walstrum reminded trustees that Mr. Tuttle wanted an assessment of where the College is with salaries and benefits as compared to other colleges. It was apparent that some employees' salaries were low when compared to other institutions, and it was also discovered there were disparities between individuals that might be considered the same classification within the College. When the survey is completed, it is believed that some positions will be viewed as under-funded and some will be considered highly paid. Details of possible outcomes of such disparities were discussed.

President Walstrum thanked the trustees for giving the Cabinet an extra month to prepare this budget for review by the Board.

Chair's Report

Chair Lachney presented a gavel to Past Chair Lenigan in recognition of his service as Board Chair for the 2011-12 fiscal year and thanked Dr. Lenigan for always being engaged with the Board and College.

Chair Lachney thanked ASG Past President Jonathan Russell for his service to the College, students, and Board of Trustees and for faithfully attending Board of Trustees meetings to keep the Board apprised of student activities and ASG business. The Board presented him with a small token of their appreciation.

Board Reports and/or Remarks

TACTC Spring Conference Report

Trustee Pritchard was able to attend a portion of the TACTC conference, networked with other trustees, and found her experiences to be educational. She was excited to participate in the live video conference with Mr. Sal Khan, from the Khan Academy, a not-for-profit with the goal of changing education for the better by providing a free world-class education for anyone anywhere.

Trustee Lenigan noted that the live video highlighted some of the revolutionary changes in education that tie in with computerized education at a reduced cost to students. Vice President Banaszak added that the College has made significant progress in using innovative, open-source educational resources, and the Board can expect a report prepared by Instruction soon.

Public Comments

No public comments.

New Business

MOTION:

Motion to adopt the FY 2012-13 Annual Budget as presented made by Robert Lenigan, seconded by Mark Martinez.

Executive Session

No Executive Session.

Next Meeting:

September 12, 2012.

Adjournment:

Chair Lachney adjourned the Regular Meeting at 4:48 p.m.

John W. Walstrum, Ph.D.
President
College District Twenty-Nine

Bruce Lachney
Chair, Board of Trustees
College District Twenty-Nine