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#### COMMUNITY COLLEGE DISTRICT NO. 11 PIERCE COLLEGE

**September 27, 2023**

**MINUTES OF THE REGULAR MEETING**

BOARD MEMBERS PRESENT

Lisa Boyd

Clemencia Castro Woolery- on zoom

Steve Smith

Brett Willis

**COLLEGE OFFICERS PRESENT**

Dr. Julie White, Chancellor and CEO

Dr. Matthew Campbell, President Fort Steilacoom

Dr. Chio Flores, President Puyallup

Dr. Ilder Betancourt Lopez, VP for Learning and Student Success

Ms. JoAnn Baria, VP for Workforce, Economic, and Professional Dev.

Mr. Andrew Glass, VP for Technology and Infrastructure

Ms. Holly Gorski, Interim Vice President for Financial Services

Ms. JMarie Johnson Kola, Interim VP for Equity, Innovation, and Engagement

Ms. Jessica Burdick. WPEA, Chief Job Steward

**OTHERS PRESENT**

See list below.

**STUDY SESSION**

The study session focused on upcoming accreditation visit and cyber incident.

**CALL TO ORDER**

Mr. Smith called the meeting to order at 1:05 pm.

**SAFETY MESSAGE**

Mr. Smith read the safety message.

**PLEDGE OF ALLEGIANCE**

Mr. Smith led the group in the pledge.

**QUORUM**

A quorum was established with four members present.

**CHANGES/ADDITIONS**

 None

**MEETING MINUTES**

Ms. Boyd moved, and Mr. Willis seconded the motion to approve the minutes of the June 14, 2023, and the August 9 retreat meeting minutes.

**MOTION PASSED**

**PUBLIC COMMENT**

None

## COLLEGE INPUT AND REPORTS

Associated Students of Pierce College District (Reported by Sam Pena Rojas)

Mr. Sam Pena Rojas introduced members of the student government and activities board and provided an update on Student Life activities, speakers, and support of students. They are excited to bring quality programming to the student body across the district as the new academic year begins. He reported that student leadership attended training throughout the summer and participated in a conference with three hundred students from across the state focused on teambuilding and leadership techniques.

A survey was conducted about how students want to receive communications important to students. Currently there are two student newspapers across the district, which will be reduced to one newsletter and an increase in social media to share activities, speakers, and current events.

Washington Public Employees Association (WPEA) - Jessica Burdick

Ms. Burdick noted that there was not much to report, elections will take place soon to fill various committee positions.

**SETTING DIRECTION AND VISION**

### Chancellor’s Report

Dr. White stated that it has been a very busy couple of months since we last met!  As we discussed during the study session earlier, we experienced a cybersecurity incident, beginning on July 24. We are grateful to our colleagues at the State Board, who supported some of our essential processes during this time, and to Clover Park Technical College who loaned us equipment and provided workspace for employees until we were able to get some of our own systems up and running. She expressed her appreciation to all of our employees who have worked tirelessly during these challenging circumstances, and a special shout-out to our IT staff, who worked long hours, including evenings, weekends, and missed vacations, to get us where we are now. Other colleges in the system that have experienced similar events have taken 6-18 months to become fully restored. For us, full restoration is within sight even now, 2 months past the initial incident. Fortunately for us, our Director of Emergency Preparedness and Campus Safety, Josh Brown, had presented a modified incident command structure to ETeam earlier in the spring, developed in conjunction with an intern from our own Emergency Management Program, so we were ready to roll with the new structure when this incident happened. In addition to our on-the-job training in emergency management, several Pierce employees attended the Pierce County Education Safety Summit in early August. We also experienced an additional crisis situation when we needed to evacuate Fort Steilacoom due to a nearby wildfire in the park. We are grateful that West Pierce Fire and Rescue acted quickly and effectively to contain the fire. Many thanks also to our Campus Safety staff for their quick response. Here again, we learned some lessons to apply in the future and will be updating emergency evacuation resources and procedures.

While she was on the topic of crises and their impacts…we received our report from the State Auditor’s Office on our FY 20 audit. This was the audit for the time period of July 1, 2019, to June 30, 2020. As you know, all operations went remote immediately in March 2020. Two months later, working remotely, we implemented ctcLink (in May). And two months after that, in July, our finance staff (still remote), completed the year-closing activities in ctcLink, having received no training. The audit had one finding, which stems from a lack of documentation for transactions within the systems as we migrated over. We agree with the auditors that the lack of documentation is due to working remotely because of the pandemic, the transition to a new system, a lack of training, and staff turnover. There is no belief by the auditors that there is any unaccounted-for loss or fraud, nor does this change our financial position. The auditors advise us to move forward and ensure that our processes provide appropriate documentation. We will be submitting a Corrective Action Plan to the Office of Financial Management shortly. Of course, this is disappointing, given that we have a long history of completely clean audits, but given the truly unique circumstances of 2020, we were in a difficult position.  We will review all processes and ensure there is appropriate training so that we do not encounter this issue moving forward. (It is worth noting that we were meeting with the state auditors during the evacuation due to the fire…) Despite these challenges, we have continued to advance the work of the college. We held an Eteam retreat, where we focused on building effective teams, accountability, and fostering trust within our team and across the district. We also discussed next steps for telework procedures, including an employee survey to gather input. We also discussed the need to better define, measure, and communicate our strategies for building an antiracist organization, even as we exist within elitist and white supremacist ecosystems, policies, and structures.

Dr. White was happy to join the trustees at the Board retreat on August 9, where we discussed Board professional development and recruitment of new trustees, received training on accreditation in preparation for our upcoming site visit, reviewed progress made towards her goals as Chancellor, and discussed Board goals for this year, which we will review at our October meeting.

On August 17, we held our 30th annual Scholarship Scramble! We had over one hundred golfers and raised $40,000 that will go directly to supporting our students! Many thanks to all who golfed and volunteered, and especially to our incredible Foundation Board and staff! On September 6, Chio, JMarie, and Julie attended the Government-to-Government Summit for eleven western Washington community and technical colleges, to meet with invited representatives from Muckleshoot, Snoqualmie, Puyallup, and Suquamish tribes. It was a wonderful day of learning and sharing. We are developing strategies to further engage with tribal leaders.

Last week, we held our Fall All-District Day, bringing together employees from across the district to share in a day of professional development, including well-being and community-building activities! Our theme was Nurturing Roots and Growing Together, in recognition that our employees are the roots from which all of our work grows, as we do so together to advance the Pierce College mission and vision. There was everything from karaoke to accreditation to active threat training, from Science Dome viewings to chemistry to creative writing, from de-escalating conflict to crafting to an international student’s panel, from leading effective meetings to using escape rooms for student learning, and much more! Dr. White noted that she believes that many seeds were planted, both literally and metaphorically!

On the enrollment front, we also have promising news. As of the end of academic year 22-23, our enrollment is up by 16% over the previous year, and it is 120% of 21-22’s enrollment (the highest in the system!). This is in the context of an increase statewide of 4%, and nationwide of 0.5% over the same time period. Enrollment is no one person’s job, and yet everyone’s job, as student access and success are a result of all of our efforts across the district. That being said, increased enrollment especially falls on our Student Services staff, as they have many more students to support in getting admitted, advised, and registered, so a big shout-out, especially to our Student Services staff!

Our external partnerships are also bearing fruit. Dr. Flores shared information on the upcoming Puyallup Higher Ed appreciation week, inviting trustees to attend events if possible.

Dr. Campbell spoke about the BizFair and some updates on our International Education programming.

This past Saturday, right here in the MPR and the cafeteria space, we hosted the 2023 BizFair. This was the 27th annual BizFair, which is presented by the Washington Small Business Association. It brings together small business, state agencies, and a variety of resources to support small business and entrepreneurship. This was the first BizFair to occur in Pierce County and it came out of connections we started to build out of grant called NEXT in partnership with WSU and the WA Small Business Development Center. We have some co-located staff to connect Pierce and small business and when we first welcomed them to the college and toured looking at some space, they were excited about the possibility of hosting the BizFair here. So, it was good to see it come full circle. He was also able to provide the welcome at the BizFair and demonstrate alignment between the Pierce College Mission and the BizFair with a focus on Black & Brown excellence, which was demonstrated in their keynotes, sessions, and resources.

Dr. Campbell provided a couple quick updates for International Education.

First, we just completed a ten-day study tour to Japan. We had perhaps more interest than any of our previous tours and ultimately, took eighteen students, two faculty (Dave Roholt & Min Pak), and one member of our IE team (Susan Taylor). There was great synergy across the team and the biggest challenge (thankfully!) seemed to be the heat they were experiencing at the time. Still, upon return, folks have continued to connect, reminisce, and dream about returning to Japan. So huge thanks for the coordination and facilitation of the IE team and faculty leads. We also wanted to share that we have been struggling a bit with international enrollment. This in part has to do with some timing of travel and communications, but as much to do with a strong dollar in traditional Pierce markets, as well as elements like gun violence. Cindy, our new executive director in IE, is actively working on building strategies, new markets, and promoting internationalization across the district. Finally, we are packed at CGS! As you may recall, the Center for Global Studies was developed in part to both support international students and their connections with domestic students. It has sixty-eight beds and currently that is about an even split (IE/domestic residents). In our reorganization last summer, we moved oversight of CGS to Tami (dean of student success); and she is actively working with Katie (director of residence life) and IE to work through updating some policies and practices to fully support student resident success.

Dr. White is honored to have been selected for this year’s class of the American Leadership Forum of Tacoma and Pierce County. She participated in the ALF Community Building Week in September, where they deeply explored equity, diversity, and inclusion and strengthened our community of leaders committed to helping to make Tacoma and Pierce County a thriving and equitable place to call home!

Dr. White is also honored to have been selected for the inaugural class of the Aspen Institute’s President's Fellowship, which focuses on developing a sustainable and comprehensive community college reform agenda that advances excellence and equity in student outcomes, at scale. She is excited to participate in this program to advance our work toward equitable student success and help push the community college sector forward nationwide. The program begins with a virtual orientation in October and will continue through next October, to include both virtual and in-person sessions throughout that time period. She is looking forward to attending the Association of Community College Trustees in two weeks, along with Matt, Ilder, and Lisa. As a team, we will present the revision of our tenure process to center Black and Brown student excellence. She will also speak on a panel as a member of Education for All, a group that has brought together presidents and organizations. across the country to talk about how Boards and Presidents/Chancellors can play a key role in state and national policy around DEI and ensure that institutional cultures remain committed to DEI without being intimidated by bills targeting DEI curriculum and offices. While we are privileged here in Washington by state support- indeed, requirements that strengthen equity at our colleges, she believes it is important to build coalitions to support colleges across the country as they face very different circumstances.

Finally, as we move towards resolution of one crisis, we face another challenge:  the federal government shutdown. We are monitoring the situation closely. At the moment, we will be able to continue federally funded programs, including financial aid, basic education, and grant-funded programs. Should the shutdown last for several months, we will need to reevaluate, but we are all hopeful that will not happen. We anticipate possible impacts on students who rely on funds from the military to pay their tuition and other expenses, as well as on members of our college community who need support for basic needs through federal programs such as WIC. We will provide information about basic needs resources at the college and the community next week, along with a general message about the shutdown.

Board Action

**Board Action 2023-35 Pierce College Olympic South Asbestos Abatement and Restoration**

Ms. Boyd moved and Mr. Willis seconded the motion to approve the action as presented.

 **MOTION PASSED**

WHEREAS, the abatement phase completed in May 2022 and the project has moved into the restoration phase; and

WHEREAS, Pierce College received $13,159,000 in new state appropriations, and

WHEREAS, the total project budget for abatement and restoration of $23,690,000 includes state repair/hazmat/emergency funds, as well as $5,463,000 of previously authorized District Reserves, and

WHEREAS, the updated costs for the restoration phase exceeds the project funds of $23,690,000, and

WHEREAS, an additional amount of $5,500,000 will be needed to complete the restoration phase, and

WHEREAS, the Board of Trustees has been informed of the current levels of District Reserves;

THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes the commitment of an additional $5,500,000, for a total commitment of up to $10,963,000, from District Reserves to the Olympic South Asbestos Abatement and Restoration project.

**Board Action 2023-36 Puyallup Stormwater Easement**

Mr. Smith moved and Ms. Boyd seconded the motion to approve the action as presented.

**MOTION PASSED**

 WHEREAS, Pierce College had constructed additional parking stalls on the Puyallup Campus, starting in the Spring of 2023; and

WHEREAS, the newly added parking stalls along College Way, near the Administration Building, includes a stormwater facility; and

WHEREAS, rain fall from these added parking stalls will flow via underground pipe to an adjacent dispersion trench, which is an underground perforated pipe surrounded by fractured drainage rock in a trench, where over time stormwater will fill and flow out of the trench, spilling over, the dispersion area, which is undeveloped and slopped land of approximately 80 feet by 100 feet; and

WHEREAS, the City of Puyallup is requiring a utility easement over this dispersion trench and its associated dispersion area, for inspection access and committing Pierce College to keeping it as undeveloped property; and

WHEREAS, the 2022 Pierce College, Puyallup Campus, Master Plan does not show any future development in this area, as this undeveloped land has a slope that is difficult to build upon; and

WHEREAS, the approval of this stormwater easement will be from the State Board of Community and Technical Colleges, with real estate assistance from the Department of Enterprise Services; and

WHEREAS, the State Board of Community and Technical Colleges has delegated authority to the Executive Director to execute easements with public agencies.

THEREFORE, be it resolved that the Board of Trustees of Community College District 11, Pierce College approves of the Land – Stormwater Easement, between the City of Puyallup and State Board of Community and Technical Colleges.

**INSTITUTIONAL EFFECTIVENESS MONITORING**

Inclusive Pedagogy Impact

Dr. Sieving provided a report on how inclusive pedagogy impacts students, the data examined was Fall to Winter retention 2015-2022, CCSSE student benchmark data and end of course evaluations.

Overall, fall to winter retention rates remain stable in the 82-85% range with our 2027 goal of 95% fall to winter retention. Areas of inequity remain with fall to winter retention of our Black students, HU students of color, and male students. The CCSSE Benchmark measurements are not aligned to measure impact of inclusive to measure impacts of inclusive pedagogy in the classroom. Student end of course evaluations responses highlight the value of inclusive pedagogy to student learning.

**INNOVATION REPORT**

Inclusive Pedagogy

Dr. Betancourt Lopez reported that in 2019 an Achieving the Dream Design group was created with over 40 faculty participating, in 2021 the Inclusive Pedagogy was created with 8 principles, in 2023 we launched resources and identified key accountability pieces, He stated that the inclusive pedagogy framework is to engage people within the complexities of their cultures, identities, and positionalities. And bring cultures into communication with each other. The framework is a living document that offers concrete and dynamic answers to; what does it look like to engage in inclusive practices at Pierce College? It is both aspirational and based on accountability. It acknowledges that all members of our institutional ecosystem are both learners and teachers.

Dr. Betancourt Lopez provided examples of cultural sustaining practices, intercultural engagement, collaboration, relationships, critical self-reflection, flexibility, equitability, and transparency that are used in teaching and learning. Spanish Professor Arturo Laris shared an example of inclusive practices in his classroom that have been very successful with students.

The trustees expressed how inspiring this work is and felt the examples and stories were powerful, they are very proud of the transformational work going on at Pierce College.

**BOARD BUSINESS**

Board Chair Report

Mr. Smith reported that he attended the Fall All District Day, he enjoyed talking with employees and there was a very positive energy in the room. He noted the update on the cyber incident was informative with the timeline of events.

Board Action

**Board Action 2023-37 Election of Officers**

Mr. Willis moved and Ms. Boyd seconded the motion that trustee Therese Pasquier will serve as chair and trustee Clemencia Castro-Woolery will be vice-chair for 2023-2024.

**MOTION PASSED**

**ACTIVITIES CALENDAR**

The activities calendar was discussed, and members will let the Board secretary know which events they can attend.

**NEXT REGULAR MEETING** October 25, 2023, Fort Steilacoom Campus

**ADJOURNMENT** The meeting adjourned at 3:05pm.

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Julie A. White, Chancellor Steve Smith, Chair

Community College District No. 11 Community College District No. 11

Pierce College Pierce College

Attendance

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| --- | --- |
|  | yes |
| Clemencia Castro Woolery |  |
|  Lisa Boyd |  |
| Steve Smith |  |
| Brett Willis |  |
| Chris Boiter |  |
| Elizabeth McAmis |  |
| Julie White |  |
| Ilder Betancourt Lopez |  |
| Matt Campbell |  |
| JoAnn Baria |  |
| Andrew Glass |  |
| Tami Jacobs |  |
| Eddy Perry |  |
| Ron May |  |
| Lori Griffin |  |
| Kelly Benson |  |
| Allison Sieving |  |
| Holly Smith |  |
| Christie Flynn |  |
| Anne White |  |
| Krissy Kim |  |
| Dawn Reed |  |
| Aki Smith |  |
| Sam Pena Rojas |  |
| Cheryl Batschi |  |
| Marie Harris |  |
| James Lett |  |
| Chris Medina |  |
| Jim Butler |  |
| Deanna Frey |  |
| James Lett |  |
| JMarie Johnson Kola |  |
| Candis Erkert |  |
| Miriam Barnett |  |
| Emily Nelson |  |
| Cindy Schaarschmidt |  |
| Kandace Bernhard |  |
| Shawna Freeman Lane |  |
| Gus Lim |  |
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