

# SHORELINE COMMUNITY COLLEGE

## Board of Trustees

### (Virtual) Special Meeting of September 30, 2021

10:00 AM

Zoom Link: <https://us02web.zoom.us/j/85341662788> • Webinar ID: 853 4166 2788

(On page 2: Connection information, including connecting via telephone)

## A G E N D A

| 10:00 AM |  |                              |          |
|----------|--|------------------------------|----------|
| NO.      | AGENDA ITEM  | RESPONSIBILITY               | TAB      |
| 1.       | <b>Convene Special Meeting</b>   | <i>Vice Chair Eben Pobee</i> |          |
| 2.       | <p><b>Communication from the Public</b><br/>Public comment(s) will be presented to the Board verbally.</p> <ul style="list-style-type: none"> <li>• For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 9:45 AM – 10:00 AM on September 30, 2021.</li> <li>• For attendees connecting by telephone: Please sign up to provide a public comment between 9:45 AM – 10:00 AM on September 30, 2021 by: 1. Sending an email to Board Secretary Lori Yonemitsu at <a href="mailto:lyonemitsu@shoreline.edu">lyonemitsu@shoreline.edu</a> with your telephone number and name (optional); or 2. Calling Board Secretary Lori Yonemitsu at (206) 546-4552 with your telephone number and name (optional).</li> </ul> <p>The Board Vice Chair will call upon each speaker signed up to provide public comment. The total public comment period at the September 30, 2021 meeting will be no more than ten (10) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotment will be made if more than five (5) individuals sign up to speak. (For the entering of a public comment into the record and attaching to the minutes of the September 30, 2021 meeting, please send written public comment to Board Secretary Lori Yonemitsu at <a href="mailto:lyonemitsu@shoreline.edu">lyonemitsu@shoreline.edu</a> following the September 30, 2021 meeting.)</p> | <i>Vice Chair Eben Pobee</i> |          |
| 3.       | <b>Report:</b> Board of Trustees Participation in Interim President Selection Process  | <i>Veronica Zura</i>         |          |
| 4.       | <b>Action: Board of Trustees Participation in Interim President Selection Process</b>  | <i>Veronica Zura</i>         | <b>1</b> |
| 5.       | <b>Report:</b> Board of Trustees & Community Member Participation in Permanent President Recruitment   |                              |          |
| 6.       | <b>Action: Board of Trustees &amp; Community Member Participation in Permanent President Recruitment</b>   |                              | <b>2</b> |
| 7.       | <b>Report:</b> Request for Funding—2021-22 Presidential Recruitment  | <i>Veronica Zura</i>         |          |
| 8.       | <b>Action: Request for Funding—2021-22 Presidential Recruitment</b>  | <i>Veronica Zura</i>         | <b>3</b> |
| 9.       | <b>Adjournment</b>   | <i>Vice Chair Eben Pobee</i> |          |

•To connect to the September 30, 2021 special meeting:

- Via **link**, go to: <https://us02web.zoom.us/j/85341662788>

- Via **telephone**:

Call/Dial/Key-in to one of the following **numbers**. Start with the first number. If you receive a busy signal or an “all circuits are busy” message, try the next number on the list.

(253) 215-8782

(346) 248-7799

- **Webinar ID**: 853 4166 2788

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING OF SEPTEMBER 30, 2021**

**TAB 1**

**ACTION**

**Subject: Board of Trustees Participation in Interim President Selection Process**

**Background**

As previously shared at the July 21, 2021 Board of Trustees meeting, there is a need to identify an Interim President for the period of time beginning no later than January 1, 2022 through June 30, 2022 to ensure ongoing executive leadership for the College. At this time, there are two candidates who have indicated their availability and interest to serve in the Interim President position. The Interim President is scheduled to begin in mid-Fall 2021 and serve through Spring 2022 while the national recruitment for a new permanent President is completed.

The College community will have the opportunity to provide input to the Board of Trustees regarding the Interim President candidates through a constituency representative interview as well as from a campus open forum held in early October 2021. Campus input will be provided to the Board of Trustees no later than October 10, 2021 with a decision made by the Board of Trustees regarding the Interim President selected made shortly thereafter.

**Recommendation**

That the Board of Trustees participate in the interview process by identifying 2 members of the Board to meet with and provide feedback on the Interim President candidates.

Prepared By: Veronica Zura  
Executive Director – Human Resources  
Shoreline Community College  
September 28, 2021

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING OF SEPTEMBER 30, 2021**

**TAB 2**

**ACTION**

**Subject: Board of Trustees & Community Member Participation in  
Permanent President Recruitment**

**Background**

With President Roberts's departure last spring, and with interim leadership selection underway, the College will undertake a national recruitment process across the upcoming 2021-22 academic year to identify and hire a new permanent President to begin by July 1, 2022.

As approved by the Board at the May 26, 2021 meeting, the screening committee for the Presidential recruitment will be comprised of three (3) representatives from each college constituency group as well as two (2) Board of Trustee members and two (2) community members from the surrounding Shoreline area.

**Recommendation**

1. That the Board of Trustees identify the 2 Board participants for Presidential recruitment screening committee members.
2. And, that the Board of Trustees authorize me (Veronica Zura, ED-HR) to identify 2 community members for participation on the screening committee for the Presidential recruitment.

Prepared By: Veronica Zura  
Executive Director – Human Resources  
Shoreline Community College  
September 28, 2021

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DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING OF SEPTEMBER 30, 2021**

**TAB 3**

**ACTION**

**Subject: Request for Funding—2021-22 Presidential Recruitment**

**Background**

With President Roberts's departure last spring, and with interim leadership selection underway, the College will undertake a national recruitment process across the upcoming 2021-22 academic year to identify and hire a new permanent President to begin by July 1, 2022.

The College will have a variety of costs associated with the recruitment activities needed to successfully identify the next President for Shoreline Community College. Costs anticipated include the following:

- External Recruiting Firm Contract (approximately \$75K)
- National Advertising (approximately \$5K)
- Overtime, substitutions – Screening Committee Support (approximately \$5K)
- Committee Training (approximately \$7K)
- Candidate Travel (approximately \$3K)

TOTAL \$95K

**Recommendation**

That the Board of Trustees authorize the creation of a Presidential Recruitment budget which is funded at \$95K from Board reserves to use for costs associated with the recruitment activities for the next President.

Prepared By: Veronica Zura  
Executive Director – Human Resources  
Shoreline Community College  
September 28, 2021