SHORELINE COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING OF MARCH 15, 2023
3:30 PM Study Session – Quiet Dining Room (#9208), Bldg. 9000 ("PUB")
4:30 PM Regular Session – Quiet Dining Room (#9208), Bldg. 9000 ("PUB")
Remote Option via Zoom: https://us02web.zoom.us/j/88349708605 -or-
(253) 215-8782 ▪ Meeting ID: 883 4970 8605

A G E N D A

3:30 PM – STUDY SESSION			

No.	Agenda Item	Responsibility	Tab
1.	Convene Study Session	*Chair Kim Wells*	
2.	A) Innovative Pedagogies – Partnerships & Biotech	*Guy Hamilton, Executive Dean*	
	B) A selection of faculty from the 20-21 and 21-22 years will present a brief update with Q & A about their sabbaticals	*Phillip King, Vice President*	
3.	**Action: Adjournment of Study Session**	*Chair Kim Wells*	

4:30 PM – REGULAR SESSION			

No.	Agenda Item	Responsibility	Tab
1.	Convene Regular Session & Land Acknowledgement	*Chair Kim Wells*	
2.	Report: Chair, Board of Trustees	*Chair Kim Wells*	
3.	Consent Agenda a. Approval of Previous Meeting Minutes ▪Regular Meeting of 2023 February 22 ▪Special Meeting of 2023 March 8	*Chair Kim Wells & Trustees*	
4.	Communication from the Public Public comment(s) will be presented to the Board verbally. • For attendees attending in-person: Please sign-up to provide a public comment on the speaker sign-in sheet in the Quiet Dining Room (#9208) between 4:15 PM–4:30 PM on March 15, 2023. For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 4:15 PM–4:30 PM on March 15, 2023. • The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the March 15, 2023 meeting will be no more than thirty (30) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotment will be made if more than fifteen (15) individuals sign up to speak. (For the entering of a public comment into the record and attaching to the minutes of the March 15, 2023 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the March 15, 2023 meeting.)	*Chair Kim Wells*	
5.	**Action: Renewal of First-Year & Second-Year Tenure Track Faculty Candidates**	*Phillip King*	**1**
6.	**Action: Tenure Considerations**	*Phillip King*	**2**

7.	**First Reading**: Academic Calendars: 2024-2025; 2025-2026	*Chris Melton*	**3**
8.	**Constituent Report**: Shoreline Associated Student Government	*Chloe Mok, ASG President*	
9.	**Constituent Report**: Shoreline Classified Staff (WFSE)	*Ric Doike-Foreman, WFSE Chief Shop Steward*	
10.	**Constituent Report**: Shoreline Faculty (SCCFT)	*Eric Hamako, SCCFT President*	
11.	**Constituent Report**: Shoreline Faculty Senate	*Crystal Hess, Faculty Senate Chair*	
12.	**Report**: College President & Executive Team Representatives *(10 minutes)* • Melanie Dixon, Vice President (Diversity, Equity & Inclusion) • Phillip King, Vice President (Student Learning, Equity & Success) • Bill Saraceno & Holly Woodmansee, Interim Vice Presidents (Business & Administrative Services) • Veronica Zura, Executive Director (Human Resources)	*Jack Kahn, President*	
13.	**Report:** Accreditation *(10 minutes)*	*Jack Kahn, President & Ann Garnsey-Harter, Associate Vice President*	
14.	**Report:** Finance & Budget *(10 minutes)*	*Bill Saraceno, Interim Vice President*	
15.	**Waves of Gratitude**	*Jack Kahn, President*	
16.	**Executive Session:** • To review the performance of a public employee [RCW 42.30.110(g)]	*Chair Kim Wells*	
17.	**Report**: Closing Remarks – Board of Trustees	*Trustees*	
18.	**Action: Adjournment**	*Chair Kim Wells*	

SHORELINE COMMUNITY COLLEGE
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The February 22, 2023 study and regular sessions were held via hybrid modality.
- <u>In-person:</u> Board Room (#1010M)-Administration building (#1000)
- <u>Remotely:</u>
  - o Via **link**: https://us02web.zoom.us/j/88349708605
  - o Via telephone: (253) 215-8782 ▪ Meeting ID: 883 4970 8605

M I N U T E S – STUDY SESSION

The study session of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Kim Wells at 3:31 PM. A quorum of the Board was present either in-person or remotely.

ACCREDITATION

Ed Harri, Northwest Commission on Colleges and Universities (NWCCU) Senior Vice President & Staff Liaison to Shoreline Community College spoke about the work the College has to do in its accreditation efforts with regard to the two (2) recommendations that continue to be out of compliance. The recording of the Accreditation presentation can be found during this segment (approximately 1:49 – 37:29) on the February 22, 2023 Board of Trustees study session recording.

2023-24 BUDGET DEVELOPMENT TIMELINE & PROCESS
BUDGET FORECASTING TOOL

Planning, Institutional Effectiveness & Project Management Associate Vice President Ann Garnsey-Harter and Business & Administrative Services Interim Vice President Bill Saraceno went over the Budget Development Timeline & Process, included the *accreditation context*, as well as an overview of the Budget Forecasting Tool. The presentation can be found during this segment (approximately 38:02 – 1:06:00) on the February 22, 2023 Board of Trustees study session recording.

ADJOURNMENT OF STUDY SESSION

Motion 23:08:   Motion made by Trustee Ringer to adjourn the study session.

Motion seconded by Trustee Lux. All Trustees present for the action item, voted *aye* to approve the motion.

Chair Wells adjourned the study session at 4:38 PM.

M I N U T E S – REGULAR SESSION

The regular meeting ("session") of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Kim Wells at 4:45 PM. A quorum of the Board was present either in-person or remotely.

Chair Wells read a section of Shoreline Community College's Land Acknowledgement.

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Chair Wells announced that the Board will have two (2) special meetings in March—on March 6 and March 13, for tenure review and noted that the March 6 meeting will need to be rescheduled as "we will not have a quorum on that day."

MEMBERS PRESENT

Trustees Rebecca Chan, Tom Lux, Eben Pobee, Rebecca Ringer, and Kim Wells were present either in-person or remotely.

Assistant Attorney General (AAG) Tricia Boerger represented the Office of the Attorney General in-person.

CONSENT AGENDA

Chair Wells asked the Board to consider approval of the consent agenda. On the agenda for approval:

a. Minutes from the regular meeting of 2023 January 25 and the special meeting of 2023 February 15.

Motion 23:09:   Motion made by Trustee Lux to approve the consent agenda.

Motion seconded by Trustee Ringer. All Trustees present for the action item, voted *aye* to approve the motion.

COMMUNICATION FROM THE PUBLIC

Per the agenda for the February 22, 2023 regular meeting ("session") of the Board of Trustees:

Public comment(s) will be presented to the Board verbally.

- For attendees attending in-person: Please sign-up to provide a public comment on the speaker sign-in sheet in the Board Room between 4:15 PM–4:30 PM on February 22, 2023.
  For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 4:15 PM–4:30 PM on February 22, 2023.
- The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the February 22, 2023 meeting will be no more than thirty (30) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotment will be made if more than fifteen (15) individuals sign up to speak. (For the entering of a public comment into the record and attaching to the minutes of the February 22, 2023 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the February 22, 2023 meeting.)

Dr. Henry Garcia read statement (attached).

CONSTITUENT REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Associated Student Government (ASG) President Chloe Mok read report (attached).

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<u>CONSTITUENT REPORT: SHORELINE FACULTY (SCCFT)</u>

Professor and SCCFT President Eric Hamako read *Statement to the SCC Board of Trustees* (attached).

<u>CONSTITUENT REPORT: SHORELINE CLASSIFIED STAFF (WFSE)</u>

IT Administrator & Chief Shop Steward Ric Doike-Foreman spoke about Classified Staff concerns. Chief Shop Steward Doike-Foreman's constituent report can be found during this segment (approximately 23:57 – 27:43) on the February 22, 2023 Board of Trustees regular session recording.

<u>REPORT: COLLEGE PRESIDENT & EXECUTIVE TEAM REPRESENTATIVES</u>

Reports from Executive Team (ET) representatives Vice President Melanie Dixon (Diversity, Equity & Inclusion), Vice President Phillip King (Student Learning, Equity & Success), Interim Vice President Bill Saraceno (Business & Administrative Services), Executive Director Veronica Zura (Human Resources), and President Kahn can be found during this segment (approximately 28:02 – 40:11) on the February 22, 2023 Board of Trustees regular session recording.

Written February 2023 Report to the Board (attached).

<u>REPORT: FINANCE & BUDGET – Budget Forecast Results</u>

The Finance & Budget report from Business & Administrative Services Interim Vice President Bill Saraceno can be found during this segment (approximately 40:32 – 58:47) on the February 22, 2023 Board of Trustees regular session recording.

<u>REPORT: PRESIDENT'S OUTCOMES RELATED TO GOALS</u>

President Kahn's report on the President's Outcomes related to Goals can be found during this segment (approximately 58:58 – 1:06:25) on the February 22, 2023 Board of Trustees regular session recording.

<u>REPORT: ANTI-RACIST POLICY DEVELOPMENT & FRAMEWORK FOR DEI POLICY REVIEW</u>

Diversity, Equity & Inclusion Vice President Melanie Dixon's report on the Anti-Racist Policy Development & Framework for DEI Policy Review can be found during this segment (approximately 1:07:00 – 1:15:12) on the February 22, 2023 Board of Trustees regular session recording.

<u>WAVES OF GRATITUDE</u>

President Kahn extended waves of gratitude to Ric Doike-Foreman related to Ric's work on the major Wi-Fi issues experienced on campus, as well as Ric's frequent communication to the campus about the status of the Wi-Fi. "It's a real model for communication for the campus."

<u>ACTION: AMENDMENTS TO 100.E50 COLLEGE DEBT: FINANCIAL PLANNING & ACTIVITIES IN THE SHORELINE COMMUNITY COLLEGE BOARD OF TRUSTEES POLICIES MANUAL</u>

Business & Administrative Services Interim Vice President Bill Saraceno went over the action item (Amendments to 100.E50 College Debt: Financial Planning & Activities in the Shoreline Community College Board of Trustees Policies Manual).

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Motion 23:10:	Motion made by Trustee Ringer to approve the proposed amendments to the 100.E50 College Debt policy as set forth in tab 2.
	Motion seconded by Trustee Chan.
	President Kahn responded to questions from the trustees regarding the reasoning to amend the policy.
	All Trustees present for the action item, voted *aye* to approve the motion.

ACTION: FACULTY SABBATICAL LEAVE PROPOSALS

Student Learning, Equity & Success Vice President Phillip King read the recommended action on tab 3 [Action: Sabbatical Leave Proposals (2023-2024] which included the following recommendation(s):

It is recommended that sabbatical leaves during the 2023 – 2024 academic year, at 100% compensation, be granted to: Elena Esquibel, Crystal Hess, Nirmala Savage, and Mayumi Steinmetz

- for (2) quarters each.

It is recommended that sabbatical leave during the 2023 – 2024 academic year, at 100% compensation, be granted to: T. Sean Rody

- for (1) quarter each.

Motion 23:11:	Motion made by Trustee Lux to approve.
	Motion seconded by Trustee Ringer. All Trustees present for the action item, voted *aye* to approve the motion.

EXECUTIVE SESSION

At 6:07 PM, Chair Wells announced that the Board would convene in executive session for 60 minutes:

- To discuss collective bargaining contract negotiations and proposals or grievances [RCW. 42.30.140(4)], exempt from the Open Public Meetings Act; and

- To review the performance of a public employee [RCW 42.30.110(g)]

Closing remarks from the Board of Trustees will occur when the Board reconvenes in open session following the executive session.

The executive session commenced at 6:12 PM.

The Board reconvened in open session at 7:12 PM.

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REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustee Lux expressed that he was very thankful to attend legislative days in Olympia and in Washington, DC. "I think they were both productive trips. I was also very grateful to attend the Government-To-Government session with the local tribes—I think everyone involved is going to grow from that. The movie" (Buffalo Soldiers) "was great—good documentary and good discussion."

Trustee Ringer expressed appreciation for being able to attend the ACCT National Legislative Summit in Washington, DC. "The New Trustee Academy was very useful. I learned a lot and we heard from some very powerful figures and the Federal Government Secretaries of Agriculture and Transportation, as well as from Zoë Baird, who is high up in the Interior Department. Republicans and Democrats…they all like community and technical colleges and assure us that this is one area in which they believe things can move forward. Our state organization did a good job of preparing us and the national organization prepped us well. Both Washington Senators met with us."

Chair Wells mentioned, "Lori and I attended the new OPMA trustee session to make sure we are doing public meetings correctly, including specifics related to executive sessions. Enjoyed the Buffalo Soldiers event."

ADJOURNMENT

    Motion 23:12:   Motion made by Trustee Ringer to adjourn the meeting.

                                    Motion seconded by Trustee Lux. All Trustees present for the action item, voted *aye* to approve the motion.

                                    Meeting adjourned: 7:19 PM.

Signed _____
                                  Kim Wells, Chair

Attest: March 15, 2023

_____
Lori Y. Yonemitsu, Secretary

Good afternoon, everyone. I ask that my comments be read into the record. I am Henry García, a full-time faculty member in the ESL Department. As an immigrant who came from a communist country, I joined the ranks of higher education almost 17 years ago hoping to dismantle many of the exclusionary and inequitable practices in higher education, especially for those of us who come from marginalized and/or underrepresented communities. Shoreline is committed to offering various pathways or options by recognizing that our students enter and exit our institution at different stages in their lives. However, as a new tenure-track faculty, I have identified equity gaps in the tenure process that are not aligned to this very same commitment. Why is it that we must all go through the same tenure process even though some of us come to Shoreline with many years of teaching experience, or being tenured, or having gone through a similar process at other institutions? Why is it that we have options and pathways for students but not for the faculty members, as it pertains to the tenure process? State of Washington's RCW28B.50.852 states that tenure may be granted at any time, not to exceed nine (9) quarters after the governing board has given reasonable consideration to the recommendations of the tenure committee. Even though I am putting myself today in a vulnerable position as I share these comments, my commitment to this work goes far beyond such uneasiness. Having said this, I ask the board and administration to consider that the starting field is not equitable for many of us. I recall Trustee Chan asking a question as to how Shoreline was going to retain the many newly hired faculty members. If I may suggest, reviewing the current approach to tenure by establishing a process where tenure may be granted before the eighth quarter is a good place to start. This will not only have a positive impact in attracting and retaining a diverse body of faculty members, but also in recognizing that we all bring different and unique experiences, which is at the core of DEIA policies and practices. Thank you very much.

Good afternoon, everyone. I am Chloe Mok, the Associated Student Government President.

I would like to begin by sharing an update about our upcoming proposal to adjust our S&A and SCOF fees. Both Services & Activities (S&A) and Sustainability & Commuter Options (SCOF) are quarterly fees collected from students that are separate from tuition. S&A supports 19+ programs, clubs, and discretionary budgets that provide co-curricular opportunities for students while SCOF supports initiatives at the college that promote social equity and sustainability. When we share our S&A budget allocations for 2023-2024, we will also be presenting a plan to increase the S&A fee from $11 to $12 per credit for credits 1-10 while reducing the SCOF fee from $23 to $3 per quarter, which will result in a zero-sum impact to students. For the past weeks, we have been organizing open forums, messaging out students and S&A programs, and developing an online survey in order to increase students' awareness of the proposed change and solicit their feedback.

Our Student Life survey results have been compiled and will be presented at an upcoming College Council meeting! The survey addresses topics such as student availability, communication methods, food service & coffee, access to financial and learning resources, and on-campus jobs, etc.

Moving on to some exciting news. Some of our ASG members had the opportunity to go on a tour with architects from FORMA construction to check out our new Health Sciences and Advanced Manufacturing Classroom Complex, which will house the Chemistry, Biology, Medical Laboratory Technology, Advanced Manufacturing, Engineering, and BioManufacturing departments. The new facility will open up the campus to new green spaces, and support the health and technical programs that meet the needs of our diverse student population. During the tour, we learned that the building aims to achieve LEED Silver certification, where structural steel and cold-formed steel, as well as energy-efficient systems, are integrated with the building! We're working with Kim Clark in Facilities to see if additional tours can be offered to students and staff as part of this year's Earth Week events.

Last but not least, Student Life is hosting a dance this Friday! This event was intended to be held in March 2020 but was postponed for what we believed was a few days at the start of the pandemic. We're excited to finally bring it to life and hope students will take a break from exams and schoolwork to advantage of this neon-themed event that will also feature live performances, games, free food and glow giveaways!

Thank you!

A Union of Professionals

**Shoreline Community College Federation of Teachers
Local 1950**

SCCFT President Eric Hamako
Statement to the SCC Board of Trustees
2023.02.22
Permalink: https://bit.ly/SCCFTtoBOT2023-02

Good evening. I ask that my comments be read into the record.

Trustees of the Board:

My name is Eric Hamako. I am the President of the faculty's union, the Shoreline Community College Federation of Teachers (SCCFT), Local 1950 of the American Federation of Teachers (AFT).

Since the January meeting of the Board of Trustees, our faculty union has been actively negotiating with our two bosses: the Washington State Legislature and you, the College.

On the legislative front, we continue our participation in our state Federation's Bridge to the Future campaign. We are advocating for the first substantive salary increases for faculty in more than a decade: a 6.5% raise for 2023 and a second 6.5% raise for 2024. And, we are advocating for pay equity for adjunct faculty, raising the statewide rate of pay for adjunct faculty to create equal pay for equal work at equal levels of experience. To that end, we have recently gone to the state capitol as part of AFT Washington's Lobby Day. And, we are supporting legislation such as Senate Bill 5557, to support pay equity for adjunct faculty.

On the College front, our faculty union has begun the process of renegotiating our Collective Bargaining Agreement (CBA) – our contract – with the College, as we do every few years. Today, I'd like to speak to you, the Board, about two issues important to faculty. First, our continuing conflict regarding the College's recent turn toward discounting the value of our faculty members' union work in contract negotiation and contract administration – with the College now saying that such work does not count as service to the College. And, second, the

student-to-faculty ratio – that is, the number of students assigned to each faculty member – sometimes referred to as "course capacity" or "class caps," although still relevant to the workload of our Advisors, Counselors, and Librarians, who serve students through means other than classroom instruction. Both issues bear on our faculty's workload – and on the benefits we're able to provide to the College and to our students.

Regarding faculty union work as service work to the College: As I noted in a previous statement to the Board, the College is continuing to pursue a change in its past practices, now asserting that faculty members' union work on contract negotiation and contract administration largely does not count as service to the College, with the exception of our Joint Union/ Management Committee (JUMC) work.

The College has presented various and varying rationales for its change in past practice. The College has asked whether it had actually consistently counted and paid for such work in the past – and has asked our union to provide documentation of the College's own practices, saying that the College itself was unsure of what it had done in the past. The College has suggested that perhaps its past practice had actually been illegal – and that it would not want to financially dominate our union – except, it seems, in cases in which the College might find that purported risk acceptable, as with continuing to count our union's JUMC work as service to the College. And, circling back to one of its initial arguments, the College says that our union's contract negotiation and contract administration work is not collaborative work that serves the College's functions – except, the College says, in the cases that the College decides it does serve the College and therefore does count.

However, our faculty union proposes that, not only is counting such work the documented past practice of the College and not only is counting such work legally permissible, there is also ample evidence that our faculty's union work does benefit the College. To be clear, those benefits are not always the benefits the College has sought – but they are benefits to the College nonetheless. As one example, several years ago, our faculty union's work – in solidarity with other unions and constituencies – pressed the College to retain our Dental Hygiene program and to finally create a feasible relocation plan, rather than a series of half-baked plans that would have killed the Dental Hygiene program. And, our faculty union bargained with the College to improve the working conditions during and after the Dental Hygiene program's relocation. As a second example, our faculty union played a key role in revealing dysfunction in the College's financial practices, including its multi-year failure to conduct required external financial audits and questionable budgeting and accounting practices. Through this work, we pressed the College to be more transparent and current with its financial practices. As a third example, our faculty union, through our contract administration work, filed a grievance that

prompted the College to identify and, soon we're told, fix problems with ctcLink's reporting of our accrued leave benefits. As a fourth example, through our past and ongoing Collective Bargaining work, our faculty union has prompted the College to recognize further financial dysfunction and disorganization in the accounting for student fee monies, including those that pay for Club Advising and other extracurricular activities. In each of these examples, our faculty union's work bargaining and administering our Collective Bargaining Agreement (CBA) – work which the College has, in the past, recognized as service work – has benefitted the College. It hasn't necessarily made the College *look* good, but it has helped improve the College's functioning.

So, on that note, I'd like to now discuss the student-to-faculty ratio and its impacts on the College's functioning. Another benefit of our faculty union's work, particularly via our collective bargaining: Our union's work is a bulwark against the financial incentives that would push down the quality of students' education – particularly the financial drive to reduce labor costs by increasing student-to-faculty ratios in the name of "efficiency." With declining state and federal investment in higher education, the College has a financial incentive to try to pack as many students as possible into each class taught by an instructor, so that it can hire fewer instructors, thus reducing its labor costs. And, as the College and various Trustees have noted, labor *is* the College's largest expense. But, labor is also what produces the College's value. So, our faculty union pushes back against increases in the student-to-faculty ratios, against increases in "class caps" and caseloads, not only for our own sake, but also for the benefit of the students we serve and for the benefit of the College.

In 2018 and 2019, when our faculty union re-bargained our Collective Bargaining Agreement, we won a notable, if understated, clarification of faculty workload. With the current CBA, we have clarified that the number of instruction hours per quarter for a full, 100% workload assignment is 301 hours per quarter. That is, for a faculty working full-time, their "major duties" constitute 301 hours of work per quarter. In agreeing to this, the College and Federation had different motives. The College wanted to ensure that, when paying faculty to do quasi-managerial work as Faculty Program Coordinators (FPCs), the College would not be "releasing" faculty from any of their "other academic responsibilities" (sometimes colloquially called "service work"), only from their "major duties." Our union, however, saw this as an opportunity to better articulate and clarify our faculty's workload standards.

With the clarity provided by our current CBA, I'd like to discuss the importance of reducing class caps – that is, reducing the student-to-faculty ratio in our workload. A full, 100% workload assignment is approximately 15 credits. So, for example, teaching a 5-credit course would constitute one-third of a full workload assignment. That 5-credit course, then, would be one

third of the 301 instruction hours per quarter; for that 5-credit course, the College allocates approximately 100 hours of faculty work. In this 5-credit course example, what work is expected and compensated for those 100 hours? As the College is increasingly pressing for more in-person courses, let's say we're talking about a course that is entirely in-person, which we currently and somewhat confusingly call a "web-enhanced" course.

In this example, the 100 hours of faculty labor for the 5 credit, in-person course might map out like this:

First, classroom contact hours – that is, the time in the classroom – can vary from program to program. For me, as a faculty member in a transfer program, the standard is five contact hours per week for a 5-credit course. Multiply that by 10 weeks: those classroom contact hours account for 50 hours of the total 100 hours, leaving another 50 hours for all other work that takes place outside the classroom.

Here, I'll pause to say that, in my department, the class cap for a 5-credit, in-person course is 35 students. If we divide the remaining 50 hours by 35 students, that's slightly less than an hour and a half – ninety minutes – per student per quarter. To be clear, not ninety minutes per student per week – ninety minutes per student for the entire quarter. In a ten-week quarter, ninety minutes per student per quarter is about 9 minutes per student per week. And some faculty teach courses in which the class cap is not 35 students, it's as high as 45 students.

But, for a 5-credit, in-person course with a 35 student class cap, faculty have 50 hours per quarter for work outside the 50 hours of classroom instruction. So, if all I had to do in a course was teach in the classroom and grade student work, I'd have about 50 hours per quarter for classroom instruction and 50 hours per quarter for grading – again, that's about 9 minutes per student per week for evaluating student work and providing them with feedback to direct their learning. But, of course, teaching in the classroom and grading student work isn't all of the work needed for a 5-credit, in-person course.

What other kinds of work might be expected in that 50 hours per quarter outside a 5-credit course's classroom? Here are only a scant few examples:

1. Preparing the course's materials – for example, selecting or creating content, such as lectures, activities, and assessments.

2. Improving the course's content and pedagogy for future iterations.

3. Supporting students, including addressing their various general needs, as well as following up on missing work, as well as supporting students who are in crisis and connecting them with support services at the College and in the community. This often takes place over email, as well as during office hours and in other conversations outside the classroom.

4. Addressing student conflicts and disciplinary issues, such as dealing with cases of academic dishonesty and conflicts among students.

5. Reviewing and integrating student feedback from end-of-course evaluations.

6. And, of course, grading student work and providing feedback.

So, all that work and more – supposedly in 50 hours per quarter; an average of ninety minutes per student per quarter for a 5-credit, in-person course with a 35 student class cap. And, this is to say nothing of the work needed to create an entirely new course.

It's in this supposed 50 hours per quarter that faculty are tasked with doing the work that benefits both our students and the College. That's crucial work for student learning and development – and that's crucial work for retaining students and supporting them in reaching their educational goals. That's why our faculty union advocates lowering class caps, the student-to-faculty ratio. Each additional student in a course reduces the amount of time available per student. With lower class caps, faculty have more time to dedicate to each student. With lower class caps, faculty can provide more individualized attention to each student, rather than being harried into more generalized approaches. With lower class caps, faculty have more time to develop new content and to implement high-engagement pedagogies, which promotes student learning, addresses inequitable student outcomes, and increases College retention. With lower class caps, faculty have more time to create new curricula and new courses, which helps grow the College's offerings and its appeal to both current and prospective students, supporting both recruitment and retention. And, with lower class caps, faculty would also have a more manageable workload, rather than being compelled to volunteer some of our labor, unpaid, to make up the difference between the hours for which the College pays us and the hours needed to actually serve our students well. Faculty are categorized as professional workers – as such, we are not hourly workers and we don't punch in and out of work – but, that does not mean that the College is entitled to an unlimited number of hours of our labor.

In my example case, this evening, I've used my own experience as a reference. In conclusion, I'd like to reference another part of my experience, as well. Growing up as a Jew in the United States and as part of Jewish movements for social justice, I've frequently encountered three questions posed by Rabbi Hillel: "*If I am not for myself, who will be for me? If I am only for myself, what am I? And, if not now, when?*" This evening, I've spoken about the importance of our faculty union's work, not only for faculty, but also for students and for the College. As a labor union of faculty, we are for faculty members – if not, who will be for us? As a labor union of faculty, we are not only for ourselves – far from it. This evening, we have advocated that the College concretely recognize the value of faculty union work as service to the College – and that the College consider the value of lowering the student-to-faculty ratio, not only the value for faculty, but also the value for students and for the College. If not now, when?

Good night.

###

President's Report

From the desk of Dr. Jack Kahn

Shoreline COMMUNITY COLLEGE

Activities and Visits for the President

The last two months in 2022 and the months of January and February of this year, have been very busy months for the president's office despite time-off on holidays. Time this month has been devoted to kicking off our Strategic Plan Task Force. After the great presentation in January to the Board of Trustees, the Executive Team (ET) has been soliciting members for the task force and embarking on the next steps. By the time of the March Board meeting, we will have had our kick-off meeting and will be up and running! Very exciting!

This last month, I have spent a lot of time diving into our capital projects. For the HSAMCC building and new STEM space, there are a lot of exciting opportunities moving forward. These include not just the amazing instructional opportunities (nursing, biotech, math, robotics and much more!), but good conversations about conservation practices and potentially new ways of organizing the campus with naming and wayfinding possibilities. I am looking forward to sharing these with the campus and community as they develop.

These first two months in 2023 have been heavy months for global events. With the earthquake in Turkey and Syria, killing of Tyre Nichols, and the recent shootings at Michigan State University, there has been obvious resonance here on campus. Our staff and faculty have done a wonderful job reaching out to students and staff that have been affected and have continued to remind the campus of support services that are available.

February has been a month of multiple community connections. On February 16th, we hosted a Government-To-Government Regional Indigenous Summit on campus where we welcomed Tribal leaders from The Suquamish Tribe, The Tulalip Tribes, the Muckleshoot Indian Tribe, and the Snoqualmie Indian Tribe; SBCTC representatives; and presidents, trustees, and staff from the Five Star Consortium Colleges (Cascadia, Edmonds, Everett, Lake Washington, Shoreline). The Summit was a learning experience for the colleges on how the Tribes would like to work together on shared projects and initiatives. Our hope is to create actionable opportunities in supporting our diverse Indigenous communities in the region.

Finally, I had great meetings this month. I met with Rabbi Sadya Davidoff from the Chabad Jewish Center of Shoreline, with President Eric Murray from Cascadia College, and with Dan Gallagher, Shoreline School District's Director of Secondary Academic Programs & Career and Technical Education and Bill Dunbar, Principal from Shorewood High School. We discussed opportunities with our K-12 partners and of course, numerous collaborations with trustees from across the state in Olympia and Washington DC to advocate for legislation that supports our faculty, staff, and students. I also had the pleasure of attending the Open House for our Dental Hygiene Program at the University of Washington. This great partnership has opened so many pathways for students to work directly with dental students, as well as provided other university-type opportunities to careers and experiences to the next level.

Looking forward to more great work at Shoreline!
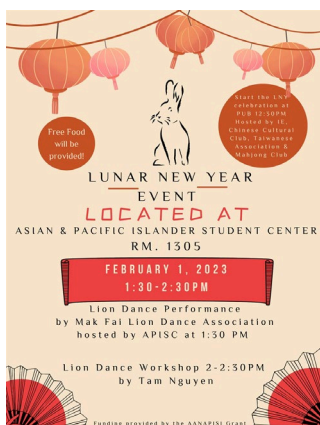
What's Happening on Campus

President's Report

From the desk of Dr. Jack Kahn

What's Happening on Campus

Events- Winter 2022 Shoreline Community College hosted a series of events since the last Board Meeting.

Buffalo Soldiers Fighting on Two Fronts February 16th, 2023

Government-To-Government Summit between Leaders of the Five Star Consortium Colleges & Regional Federally Recognized Tribes. We are so thankful for the guidance from Lynn Palmanteer-Holder in preparing for this collaborative event with the SBCTC where we will listen to, and learn from, local Indigenous leaders about how colleges can be more effective community partners in improving access to post-secondary education, career, and technical training.

HELP SAVE A LIFE!
SCC CAMPUS BLOOD DRIVE
Thursday, Feb. 2 | 9:30am-4:30pm
PUB QDR (9208)
Book your appointment by calling
1-800-398-7888 or going to
bit.ly/SCCgiveblood

Black History Month Give Away
THE MULTICULTURAL CENTER
OFFERS FREE BOOKS !
WHERE ? AT THE PUB
ROOM 9201
@Multiculturalcenteratshoreline

Shoreline COMMUNITY COLLEGE

APPLY FOR SCHOLARSHIPS TODAY!

Shoreline Community College
Foundation's spring quarter 2023
scholarship application

NOW OPEN

Continuing Education
Spring 2023 Classes
Unlock Your Potential, Enrich Your Life

LEARNING AMHARIC

Amharic Language Class

Amharic for beginners is designed for K-12th grade youth who are interested in learning the basic phonics of Amharic letters and words. The focus of this course is to learn how to speak, listen, write and read Amharic. Instructor Selam Habte incorporates culturally responsive teaching and creates an inclusive classroom which highlights the Ethiopian culture in and welcoming environment. The curriculum is taught in an interactive and fun way to encourage youth to engage with their peers. Students will be divided into age-appropriate groups. A workbook and handouts will be provided.

Parent Orientation will be scheduled on the first day of class, and occasional speakers and information will be provided for interested parents.

4/14 - 5/19 | 5:00 – 8:00 pm | Friday (6) | Fee: $89 |
Selam Habte | Location: 1800 Building, Shoreline CC Campus

BIO

Selam Habte is Ethiopian born and migrated to Seattle, WA in the 1990s. She started her new journey at Roosevelt high school and once she completed her college education, she started her own family and became a mother of three children. Selam has been a student and family advocate for over 15 years to help support families understand the US education system. She has been working in public schools to empower and educate bilingual students and their families. As President of Habesha Community Center, she uses this platform to empower families to share their culture with their communities. She is also a Business Consultant working with different organizations to share resources with BIPOC business owners to help them become successful entrepreneurs. Selam also spends most of her time volunteering at different organizations to be the voice of underrepresented communities and bring systematic change.

Registration is now open!
Register at shoreline.edu/continuing-ed

Dive into arts and culture, meet a wellness goal, or find your next passion project with us!
Classes begin throughout the fall and no application or previous experience is required.

Shoreline COMMUNITY COLLEGE

206-546-6966
shoreline.edu/continuing-ed

MULTICULTURAL center

COFFEE WITH THE MC

DROP IN! ASK QUESTIONS AND GET CONNECTED!

EVERY TUESDAY WINTER QUARTER

WHERE: MULTICULTURAL CENTER, PUB 9201
TIME: 10:00AM-12:00PM

contact: Melissa at
mcassist3@shoreline.edu

Shoreline Community College Presents

The Arabian Nights

written by Mary Zimmerman
directed by Duygu Erdogan Monson
set and light design by Richard Schaefer
light choreography by Morgan Bellinger

March 3,4, 5, and 10,11, 12
Friday and Saturday, 7:30 PM | Sunday, 3:30 PM
$5 Students, $10 Seniors/SCC staff, $15 general admission

Shoreline Community College Theatre
16101 Greenwood Ave N., 1600 Bldg.

THE ARABIAN NIGHTS was originally written and directed by Mary Zimmerman for the Lookingglass Theatre Company.

Shoreline COMMUNITY COLLEGE

CELEBRATING
BLACK HISTORY MONTH
FEBRUARY

DOLPHIE'S CORNER
ATHLETIC UPDATES EDITION 1

FEATURED STORIES

FALL SPORTS REFLECTION

With Fall sports over, there were several firsts for the Dolphins.

A young, competitive men's soccer team loaded with freshmen, returned to play after a two-year hiatus. The volleyball team took the floor with new coaches and a team also loaded with freshmen. Women's soccer made the playoffs for the first time since 2015. Thanks to all our fall student-athletes for their commitment to the athletic program.

DRIBBLE, DRIBBLE, SHOT, SHOT!

The Men's and Women's basketball teams have started league play.

Both teams return a roster filled with sophomore players that have the potential to win the Northern Region titles. The Men's team return two dynamic sophomores, AJ Boyd and Jalyn Stepney that combined last year for a game average between them of 40 points per game. While the Lady Phin's bring back five starters that made NWAC Championship playoffs for the first-time in over 20 years. Both teams like to play tenacious defense and push the ball up the floor in an exciting fast-paced style of basketball. If you are looking for something to do, plan to come watch some games to support our teams, fill the stands and have fun watching two very exciting basketball teams compete in the Northern Region, said Steve Eskridge, Athletic Director.

MEN'S BASKETBALL

WOMEN'S BASKETBALL

PLAYERS OF THE WEEK
VERSUS SKAGIT VALLEY

AJ BOYD
14
23 pts

DESHAWN MCFERRIN
34
19pts, 9 Rebs

ALOHA AKAKA
12
17pts, 9 Rebs, 8 Steals, 7 Asst.

TAYLOR ELDREDGE
21
17pts, 8 Rebs

HIGHLIGHTS

ALOHA AKAKA
SHORELINE COMMUNITY COLLEGE • GUARD • Maryknoll HS • Honolulu, HI

Akaka led the Dolphins to a 2-0 week in the North region, defeating Everett 95-46 and Skagit Valley 64-44. She averaged 21.5 points per game, 8.5 rebounds, 7.5 steals and 7.0 assists as she filled up the stat sheet across the board. Akaka had 26 points on 10-for-13 shooting against Everett, adding eight boards along with seven steals and assists. She had very similar numbers again SVC with 17 points, nine rebounds, eight steals and seven assists. Akaka is currently fourth in the NWAC in PPG and leads the conference in steals per game.

2023 Women's Basketball ALOHA AKAKA

WEEKLY SCORES

MEN'S BASKETBALL
Shoreline 67
Skagit 54

WOMEN'S BASKETBALL
Shoreline 64
Skagit 44

DOLPHIN'S INSPIRATIONAL CORNER

"Team Work Makes The Dream Work"

International Education

Shoreline brought back its first short-term program since 2020! IE is hosting 23 high-school students from Learnmark Gymnasium in Denmark!
The program's theme is Globalization.

The Danish students and their instructor on their first day on campus

President Kahn, AVP Pardanani, and VP King welcome the president, principal, and faculty from Learnmark Gymnasium, Denmark. Also in the picture are IE staff Linda Du and Colleen Ferguson

The Lunar New Year celebration co-sponsored by IE and the Asian & Pacific Islander Student Center was a hit! The turnout was huge, and students, faculty, staff, and community members participated with enthusiasm

As part of its new local community engagement work, IE collaborated with a local leader in the Ethiopian community and Shoreline's Continuing Education program. As a result, Shoreline will offer its first Amharic language class as one of its CE offerings!

Connections and Outreach

10th Day Enrollment Report – Winter 2023

Tenth day census enrollment[1] identifies the number of students officially enrolled in credit courses at the College as of the end of regular registration of a non-summer term. It is intended to provide a snapshot or point -in-time view of enrollment.

The data presented are for the full-time equivalents (FTE[3]) reflected in the 10th day census of winter enrollment across the most recent 5 years. Figure 1 presents Total FTE enrollment; Figure 2 displays the relative trends for the 4 primary funding sources for students at the College – State-supported, International Contract, Running Start, and CEO/LCN (now called CECO)[4]; Figure 3 provides details for 4 sub-groups of interest – online learners, students new to Shoreline, students enrolled in basic skills, and veterans. **Overall, enrollment has declined in the last 5 years. Some subgroups are starting to see increases – those new to the college, international contract, basic skills, and online enrollments.**

Figure 1. 5-year Winter 10th Day Census Enrollment – Total Full-Time Equivalent (FTE)
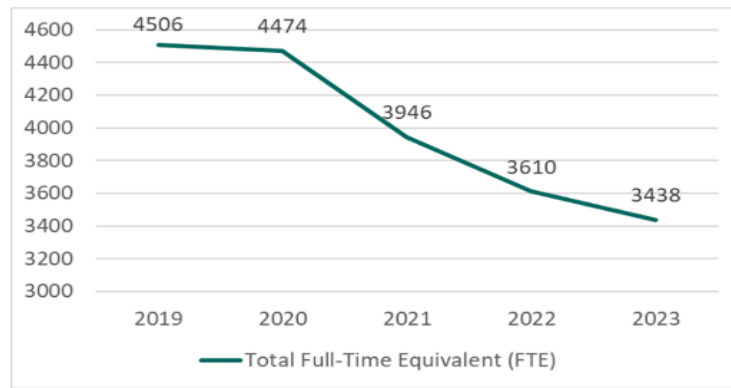
Figure 2. 5-Day Winter 10th Day Census Enrollment – Funding Source
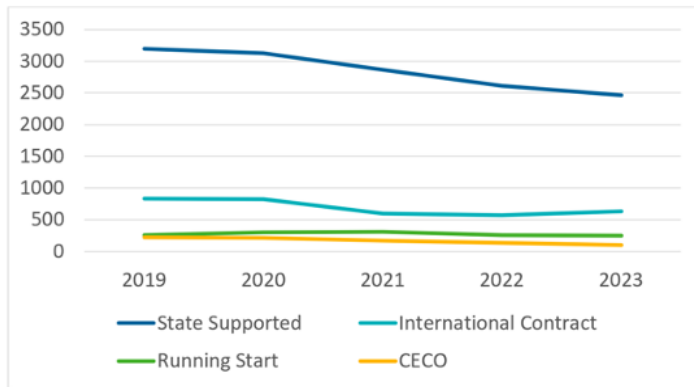
Figure 3. 5-year Winter 10th Day Census Enrollment – Subgroups

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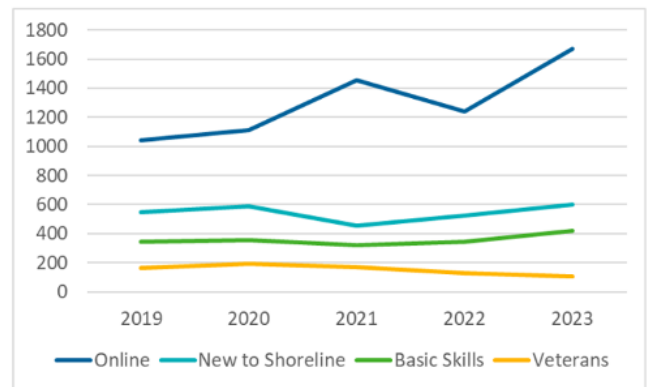
[1] This report uses data captured on the 10th class day from the first day of classes, not including weekends or holidays, based on Washington State Board for Community & Technical College Policy Manual Chapter 5 Section 5.40 Enrollment Census Data.

[2] Data table for figures.

[3] Full-time Equivalent (FTE) = 15 credit hours per term, for the purpose of this report.

[4] CEO/LCN is now called Center for Education & Career Opportunities (CECO)

Staff Updates
We continue the process of hiring an Associate Director of Outreach and Recruitment and a second Career Navigation, Student Transition and Success position that is partially funded by the Shoreline School District.

Outreach Efforts
Our team, with the leadership of Dean Chippi Bello, has been crafting our Outreach & Recruitment Strategic Plan and Outreach calendar for the upcoming year.

Campus tours and high school visits are ramping up and we're welcoming many potential students. Experience Shoreline Virtual Information sessions continue to be offered every Monday and Thursday.
We are planning a Running Start Hybrid Information Session with Advising for April 19th.
Plans for an Open House this spring are being considered.

Katie Rousso continues her case management work with Shorewood and Shorecrest High Schools. She coordinated program visits for NAC and Automotive program visits to their college & career centers in January.

Steve Marshall, our Communications Consultant and CRM expert, continued to process applications for Enrollment Services. He is updating our CRM, Salesforce, to better track conversion rates. He has been working on a drip email campaign for applied not enrolled students.

Liam O'Connor continues to reach out to businesses and community-based organizations. We continue to strategize how to best reach out to new partners in our community and beyond.

On January 21, we held a STEM Future Cities Competition. We had approximately three hundred middle school students exhibiting their future city models and plans for a better, cleaner environment. The Pub was packed with students and their families. This was sponsored by Seattle City Light.

Enrollment Updates

Human Resources

- In April 2021, Shoreline Community College became the first college system-wide to authorize an "Infants on Campus" policy for eligible full-time employees. This month, HR began working with our very FIRST employee requesting to participate in the program.
- A total of 10 tenure-track faculty position will be opened for recruitment March 1 – April 5 representing the newest cohort of full-time faculty scheduled to begin in September of 2023.
- As part of the ongoing efforts to utilize Search Advocates for each College recruitment, a series of HR-led monthly check-ins have been reinstated to provide additional resources and support for the 20+ trained Search Advocates on campus.

Safety & Security

- A complete review of Shoreline's [Emergency Management Response Plan](#) is in process within the Safety & Security team before final vetting through College leadership. Once updated, the Plan will be shared with campus and posted to the College's Safety & Security webpage anticipated to occur no later than March 2023.

DEI Updates, Message from Melanie Dixon, VP of DEI

- DEI Advisory Group has formed a subgroup to begin the development of a draft Antiracism Policy for college-wide review, provide feedback and ultimately adopt
- DEI Advisory Group is forming a subgroup to work on a draft Institutional Commitment Educational and Social Justice
- DEI Advisory Group is reviewing the Bias Intervention Response Team membership and protocol and will elevate recommendations to College Council and Executive Team
- DEI Advisory Group is working the DEI website 2.0 version to be leveraged as a resource for all college constituency groups (i.e. Classified, Faculty, Students and Community)
- DEI Advisory Group has adopted DEIA as the appropriate umbrella, which is the inclusion of accessibility
- VP of DEI is sharing a policy framework created by the Equity Literacy Center to guide college-wide approach to policy development and refinement

Foundation Updates

- Diana Dotter's last day with the Foundation was February 8. Michelle Cimaroli moved into the Acting Executive Director role on February 1.
- Foundation sponsored the screening of the award-winning documentary "Buffalo Soldiers: Fighting on Two Fronts" commemorating Black History Month. The event took place on February 16.
- SIFF will announce this week that Shoreline Community College is an official venue for the May festival. The Foundation sponsors this event every year.
- Spring 2023 and annual 2023-2024 scholarship applications are currently open.

Department Updates

Shout-Out to Student Life and the Music Department! Shout-Out to Student Life and the Music Department! Both groups participated in our Pack the Stands Night which was our Men's and Women's Basketball home games on Wednesday, February 8, and the event was successful and fun because of Student Life's and the Music Department's involvement.

Student Life brought much PHIN Spirit by having their student crew welcome every student that entered the gym lobby. They helped pass out FREE shirts, lemonade, and shoreline promotional products to our Shoreline students. Funk & Groove, gave an awesome performance with live music on our stands, what a treat!

We know our students, and student-athletes felt the PHIN Spirit! Our women's basketball team remains in first place in the North Region, and yesterday was a huge win for our men's basketball team.

Kudos to Student Life and Music Department for the support to our Shoreline students & student-athletes. What a great time in the gym! GO PHINS! - Athletics Department

Waves of Gratitude for Brandon Fryman of eLearning for Inclusive Excellence, Student Engagement, Community Engagement and DEI. Brandon Fryman's dedication to promoting diversity, equity, and inclusion is truly remarkable and has had a profound impact on our community. He is always willing to listen and engage with others, and his approach to these important issues is both compassionate and knowledgeable.

Brandon's work has helped to create a more inclusive and welcoming environment for everyone on our campus, regardless of their background or experiences. He has been instrumental in organizing events and initiatives that celebrate and raise awareness about diverse cultures and identities, and his efforts have helped to bring people together to have important conversations about these issues.

His passion and commitment to this work is truly inspiring, and he has become a leader in our community in this area. I feel fortunate to have him as a colleague, and I know that his efforts will continue to make a positive impact for years to come. I am currently taking his Online and Hybrid Institute and am learning so much.

So, on behalf of the entire community, I want to thank Brandon for all that he does, and for his unwavering commitment to promoting diversity, equity, and inclusion in all that he does. Well done, Brandon! Submitted by anonymous.

Shout-out to Quang Le & Tommy Harvey of Facilities & Capital Projects for Inclusive Excellence, Respect and Sharp awareness! They were here (@5100) to assess one problem, a door lock malfunction, and noted fluorescent light tubes were out. They quickly retrieved a box of new tubes and replaced all the burned-out ones. They did so deftly with grace, humor and quick, sharp skills. Thanks so very much, Quang and Tommy! The work area is so much brighter now! submitted by Jeff Keith, SCC Mail Driver and SCC Shipping & Receiving department.

Shoreline COMMUNITY COLLEGE

Winter Quarter
IMPORTANT DATES

January
2 — Campus Closed
9 — First Day of Instruction
16 — Campus Closed

February
20 — Campus Closed

March
20 — Last Day of Instruction
22-24 — Final Exams
29 — Grades Available

Important Dates:
Employee Calendar
College Calendar
Academic Calendar

Important College Updates (DAAG)
- Full-Time Faculty Positions, 2023-24
- Healing Circles this Monday, January 30th for Tyre Nichols
- Lunar New Year Event hosted by APISC
- From J. Kahn: Video Campus Update 1/31/2023
- Public Records Training Records - Message for All Employees
- Accreditation Question & Answer 2/22 12-1pm
- Delta Dental of Washington provided a gift of $1.5 million to help relocate the Shoreline Community College dental hygiene program to the UW School of Dentistry.
- The Spring quarter and Annual 2023-24 scholarship applications are now open.
- Understanding the roots of Anti-Blackness

Waves of Gratitude

SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
SPECIAL MEETING OF MARCH 8, 2023

The March 8, 2023 special meeting was held via hybrid modality.
- <u>In-person:</u> Board Room (#1010M)-Administration building (#1000)
- <u>Remotely:</u>
    o Via **link**: https://us02web.zoom.us/j/88349708605
    o Via telephone: (253) 215-8782 ▪ Meeting ID: 883 4970 8605

M I N U T E S – SPECIAL MEETING

The special meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Vice Chair Rebecca Chan at 8:30 AM and noted that it was International Women's Day. A quorum of the Board was present either in-person or remotely.

MEMBERS PRESENT

Trustees Rebecca Chan, Tom Lux, Eben Pobee, and Rebecca Ringer were present either in-person or remotely.

COMMUNICATION FROM THE PUBLIC

Per the agenda for the March 8, 2023 special meeting of the Board of Trustees:

Public comment(s) will be presented to the Board verbally.

-<u>For attendees attending in-person</u>: Please sign-up to provide a public comment on the speaker sign-in sheet in the Board Room between 8:15 AM–8:30 AM on March 8, 2023.
-<u>For attendees connecting online</u>: Please sign up to provide a public comment via the Chat function in Zoom between 8:15 AM–8:30 AM on March 8, 2023.

The Board Vice Chair will call upon each speaker signed up to provide public comment. The total public comment period at the March 8, 2023 meeting will be no than six (6) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotment will be made if more than three (3) individuals sign up to speak. (For the entering of a public comment into the record and attaching to the minutes of the March 8, 2023 meeting, please send written public comment to Board Secretary Lori Yonemitsu at lyonemitsu@shoreline.edu following the March 8, 2023 meeting.)

No one signed up to provide public comment(s).

EXECUTIVE SESSION

At 8:31 AM, Vice Chair Chan announced that the Board would convene in executive session until 4:30 PM or as extended by the Board to review the performance of public employees [RCW 42.30.110(g)]. She added that the only action the Board would take upon reconvening in open session following the executive session, would be to adjourn the meeting.

SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
SPECIAL MEETING OF MARCH 8, 2023

The executive session commenced at 8:38 AM.

<u>RECONVENE SPECIAL MEETING</u>
<u>ADJOURNMENT</u>

The Board reconvened in open session at 4:30 PM.

Motion 23:13:	Motion made by Trustee Lux to adjourn the meeting.
	Motion seconded by Trustee Ringer. All Trustees present for the action item, voted *aye* to approve the motion.
	Meeting adjourned: 4:30 PM.

Signed _____
　　　　　　　　　Rebecca Chan, Vice Chair

Attest: <u>March 15, 2023</u>

_____
Lori Y. Yonemitsu, Secretary

SHORELINE COMMUNITY COLLEGE   **TAB 1**
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF MARCH 15, 2023

ACTION

Subject: **Renewal of First-Year & Second-Year Tenure Track Faculty Candidates**

Background

The Board received copies of the Appointment Review Committees' comprehensive evaluation reports and recommendations for seventeen (17) first-year and eight (8) second-year tenure track faculty candidates. The Board met in executive session with the chair of each first-year Appointment Review Committee (ARC) on March 13, 2023 and met in executive session with the chair of each second-year Appointment Review Committee (ARC) on March 8, 2023.

Listed below are the tenure track faculty candidates and committee chairs.

Faculty Member	Discipline/Area	Years on Probation	Committee Chair
Amber Avery-Graff	Automotive, AST Program	1	Jeff Cromwell
Orlando de Lange	Biology/Biotechnology	1	Kira Wennstrom
Sarah Fletcher	Counseling	1	Mollie Sharp
Henry García	English as a Second Language	1	Amelia Acosta
Madeleine Gorges	Psychology	1	Donald Christensen
Megan Haan	Nursing	1	Mollie Sharp
Tasha Nālei Jugas	Advising	1	Sunny Ybarra
Asha Lickley-Dore	Adult Basic Education	1	Daina Smuidrins
Ajay Mendoza	Nursing	1	Christine Shafner
Leo Novsky	Business	1	Donald Christensen
Astrid Perez	Chemistry	1	David Phippen
Carlos Sibaja García	English as a Second Language	1	Jessica Gibson
Rashawn Smith	Automotive, Honda Program	1	Jeff Cromwell

Jessica Strickland	English as a Second Language	1	Chilan Ta
Trysteen Thanh-Binh Tran	English	1	Elena Esquibel
Chris Vongvithayamathakul	Music	1	Jeff Kashiwa
Benjamin Wiggins	Biology	1	Kira Wennstrom
Jessica Custis	Business Administration, Business Intelligence & Data Analytics	2	Thomas Genest
Wendy Hill	Nursing	2	Katie Fleming
Emily Howerter	Nursing	2	Joyce Fagel
Kayla Jang	Applied Computing	2	Tiff Meier
Matt Jorgensen	Music Technology	2	Al Yates
Kayleen Kondrack-Caranto	English	2	Dutch Henry
Esther Lim	Medical Laboratory Technology	2	Melanie Meyer
Joanne Pinner	Nursing	2	Zach Mazur

<u>Recommendation</u>

At this time the Board may consider taking action on the tenure track faculty candidates, either:
1) continue probation or 2) discontinue probation.

Prepared by: Phillip King
                    Vice President for Student Learning, Equity, & Success
                    Shoreline Community College
                    March 13, 2023

SHORELINE COMMUNITY COLLEGE   **TAB 2**
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF MARCH 15, 2023

ACTION

Subject: **Tenure Considerations**

Background

The Board received copies of the Appointment Review Committees' comprehensive evaluation reports and recommendations for five (5) third-year faculty candidates.

The Board met in executive session with the chair of each third-year Appointment Review Committee (ARC) on March 8, 2023. Listed below are the tenure candidates and committee chairs.

Faculty	**Discipline/Area**	**Committee Chair**
Irene Ferrante	Marketing	Donald Christensen
Rachel Lee	Anthropology	Mayumi Steinmetz
Rachel Rawle	Biology/Biotechnology	Leoned Gines
Kim Sharp	English Composition	Maya Smorodinsky
Nollan Worrell	Automotive, T-TEN Program	Jeff Cromwell

Recommendation

At this time, the Board has two options: 1) to award tenure or 2) to not award tenure.

Prepared by: Phillip King
                      Vice President for Student Learning, Equity & Success
                      Shoreline Community College
                      March 13, 2023

SHORELINE COMMUNITY COLLEGE   **TAB 3**
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF MARCH 15, 2023

FIRST READING

Subject: **Academic Calendars: 2024-2025; 2025-2026**

Background

Two (2) academic calendars are being presented to the Board of Trustees for a first reading:
2024-2025; 2025-2026. To note:

- The **2024-2025** calendar is included and was approved as tentative last year.
- The **2025-2026** calendar is included and is considered as a "Draft Tentative Calendar."

The following recommendations by the Joint Union Management Committee (JU/MC) were used to
develop the tentative 2025-2026 academic calendar:

1. Ensure continued adherence to Policy 6000.
2. Each quarter of the academic year should contain 49 or 50 instructional days.
3. Have three (3) final exam days for each of the academic year quarters (excludes
   Summer).
4. Have a prep day (a day without classes immediately before final exams) for each of the
   academic quarters (excludes Summer).
5. Schedule 5 non-instructional contract days. Opening week shall consist of four (4) days
   with one (1) day, for the purpose of professional learning in spring quarter per Article
   7.b.5. When scheduling the professional day of learning day, include the following
   considerations:
   a. Avoid the last two (2) weeks before the quarter ends.
   b. Consider positive and/or negative impact on students when determining the date.
6. Attempt to have the same number of instructional days for each day of the week.
7. Commencement should be held the day after finals and can be held in the evening.
8. Have a full week of instruction following Thanksgiving.
9. Allow several days after the week of campus closure that the College is open before
   starting Winter quarter for necessary student services to be offered.
10. Where possible, have summer quarters begin in June, to ensure that faculty get a
    paycheck on July 10 and to provide a minimum four (4) week break between Summer
    and Fall Quarters.
11. Consider expanding the break between Winter and Spring quarter to more than five (5)
    days.

The Calendar Committee attempted to comply with the above parameters.

To follow: **2024-2025; 2025-2026** academic calendars.

Prepared by: Chris Melton
                      Shoreline Community College
                      March 13, 2023

SHORELINE COMMUNITY COLLEGE DISTRICT NUMBER SEVEN
2024-2025 CALENDAR

(Draft Tentative Calendar)

KEY

Shaded, bolded areas = Instructional Days
Boxed, bolded, italic numbers = Holidays
( ) Faculty Prep Days
< > Exam Days
◯ Grades Due
[ ] First/Last Day Instruction
___ FT Faculty Contract Days
* Campus closed

FALL QTR 2024	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

WINTER QTR 2025	
INSTR	49
FAC/PREP	1
EXAMS	3
TOTAL	53

SPRING QTR 2025	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

SUMMER QTR 2025	
INSTR	31
FAC/PREP	0
EXAMS	--
TOTAL	31

Additional undesignated FT faculty days = 6 (excluding summer quarter)

SEPTEMBER 2024

S	M	T	W	T	F	S
1	[2]	3	4	5	6	7
8	9	10	11	12	19	20	14
15	16	17	18	19	20	21
22	23	24	[25]	26	27	28
29	30					

OCTOBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

S	M	T	W	T	F	S
1	2	3	4	5	[6]	7
8	(9)	<10>	<11>	<12>	13	14
15	16	(17)	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2025

S	M	T	W	T	F	S
			1	2	3	4
5	[6]	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	[17]	(18)	<19>	<20>	<21>	22
23	24	25	26	27	28	29
30	31					

APRIL

S	M	T	W	T	F	S
		1	[2]	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	[12]	(13)	14
15	<16>	<17>	<18>	19	{20}	21
22	23	24	25	26	27	28
29	30					

JULY

S	M	T	W	T	F	S
		[1]	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	[21]	22	23
24	25	26	27	28	29	30
31						

10/9 - 11/6	Drops show as W
After 11/6	Drops show as Z or NP
10/29	Last day for P/NP option

FALL QUARTER

9/2	Holiday - Campus Closed *
9/19	Opening Week Begins
9/25	Instruction Begins
11/11	Holiday - Campus Closed *
11/28 & 11/29	Holiday - Campus Closed *
12/6	Instruction Ends
12/9	Prep Day
12/10, 12/11, 12/12	Exams
12/17	Grades Due
12/25	Holiday - Campus Closed *

1/21 - 2/19	Drops show as W
After 2/19	Drops show as Z or NP
2/7	Last day for P/NP option

WINTER QUARTER

1/1	Holiday - Campus Closed *
1/6	Instruction Begins
1/20	Holiday - Campus Closed *
2/17	Holiday - Campus Closed *
3/17	Instruction Ends
3/18	Prep Day
3/19, 3/20, 3/21	Exams
3/25	Grades Due

4/16 - 5/15	Drops show as W
After 5/15	Drops show as Z or NP
5/7	Last day for P/NP option

SPRING QUARTER

4/2	Instruction Begins
5/2	SCC Professional Development
5/26	Holiday - Campus Closed *
6/12	Instruction Ends
6/13	Prep Day
6/16, 6/17, 6/18	Exams
6/19	Holiday - Campus Closed *
6/20	**Commencement**
6/24	Grades Due

7/10 - 7/31	Drops show as W
After 7/31	Drops show as Z or NP
7/24	Last day for P/NP option

SUMMER QUARTER

7/1	Instruction Begins
7/4	Holiday - Campus Closed *
8/21	Instruction Ends
	(Exams on last day of class)
8/26	Grades Due

SHORELINE COMMUNITY COLLEGE DISTRICT NUMBER SEVEN
2025-2026 CALENDAR

(Draft Tentative Calendar)

KEY
Shaded, bolded areas = Instructional Days
Boxed, bolded, italic numbers = Holidays
( ) Faculty Prep Days
< > Exam Days
◯ Grades Due
[ ] First/Last Day Instruction
‾ FT Faculty Contract Days
* Campus closed

FALL QTR 2025	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

WINTER QTR 2026	
INSTR	49
FAC/PREP	1
EXAMS	3
TOTAL	53

SPRING QTR 2026	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

SUMMER QTR 2026	
INSTR	30
FAC/PREP	0
EXAMS	--
TOTAL	32

Additional undesignated FT faculty days = 6 (excluding summer quarter)

SEPTEMBER 2025
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	[24]	25	26	27
28	29	30				

OCTOBER
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER
S	M	T	W	T	F	S
	1	2	3	4	[5]	6
7	(8)	<9>	<10>	<11>	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2026
S	M	T	W	T	F	S
				1	2	3
4	[5]	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	[16]	(17)	<18>	<19>	<20>	21
22	23	24	25	16	27	28
29	30	31				

APRIL
S	M	T	W	T	F	S
			[1]	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	[11]	(12)	13
14	<15>	<16>	<17>	{18}	19	20
21	22	23	24	25	26	27
28	29	30				

JULY
S	M	T	W	T	F	S
			[1]	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	[20]	21	22
23	24	25	26	27	28	29
30	31					

Drops show as W
Drops show as Z or NP
Last day for P/NP option

FALL QUARTER	
9/1	Holiday - Campus Closed *
9/18	Opening Week Begins
9/24	Instruction Begins
11/11	Holiday - Campus Closed *
11/27 & 11/28	Holiday - Campus Closed *
12/5	Instruction Ends
12/8	Prep Day
12/9, 12/10, 12/11	Exams
12/16	Grades Due
12/25	Holiday - Campus Closed *

Drops show as W
Drops show as Z or NP
Last day for P/NP option

WINTER QUARTER	
1/1	Holiday - Campus Closed *
1/5	Instruction Begins
1/19	Holiday - Campus Closed *
2/16	Holiday - Campus Closed *
3/16	Instruction Ends
3/17	Prep Day
3/18, 3/19, 3/20	Exams
3/24	Grades Due

Drops show as W
Drops show as Z or NP
Last day for P/NP option

SPRING QUARTER	
4/1	Instruction Begins
5/1	SCC Professional Development
5/25	Holiday - Campus Closed *
6/11	Instruction Ends
6/12	Prep Day
6/15, 6/16, 6/17	Exams
6/18	**Commencement**
6/19	Holiday - Campus Closed *
6/23	Grades Due

Drops show as W
Drops show as Z or NP
Last day for P/NP option

SUMMER QUARTER	
7/1	Instruction Begins
7/3	Holiday - Campus Closed *
8/20	Instruction Ends
	(Exams on last day of class)
8/25	Grades Due

3/12/2023