

**SHORELINE COMMUNITY COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING OF JUNE 22, 2022**

**3:00 PM Study Session** – Board Room (#1010M), Bldg. 1000

**4:00 PM Regular Session** – Board Room (#1010M), Bldg. 1000

**Remote Option via Zoom:** <https://us02web.zoom.us/j/88165411694> -or-  
(253) 215-8782 • Meeting ID: 881 6541 1694

**AGENDA**

<b>3:00 PM – STUDY SESSION</b>			
<b>NO.</b>	<b>AGENDA ITEM</b>	<b>RESPONSIBILITY</b>	<b>TAB</b>
	<b>2022-2023 College Operating Budget</b>	<i>Bob Williamson</i>	
<b>4:00 PM – REGULAR SESSION</b>			
<b>NO.</b>	<b>AGENDA ITEM</b>	<b>RESPONSIBILITY</b>	<b>TAB</b>
1.	Convene Regular Meeting	<i>Chair Catherine D'Ambrosio</i>	
2.	Report: Chair, Board of Trustees	<i>Chair Catherine D'Ambrosio</i>	
3.	Consent Agenda a. Approval of Previous Meeting Minutes • Special Meetings of May 24 & 25, 2022	<i>Chair Catherine D'Ambrosio &amp; Trustees</i>	
4.	Communication from the Public 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 3:45 PM–4:00 PM on June 22, 2022. • <u>For attendees connecting online:</u> Please sign up to provide a public comment via the Chat function in Zoom between 3:45 PM–4:00 PM on June 22, 2022.	<i>Chair Catherine D'Ambrosio</i>	
5.	<b>College Update(s)</b> • ctcLink • General Education Outcomes Changes	<i>Gavin Smith Bayta Maring</i>	
6.	<b>Report:</b> Enrollment	<i>Phillip King &amp; Bayta Maring</i>	
7.	<b>Report:</b> Financial & Budget Update	<i>Bob Williamson</i>	
8.	<b>Report:</b> 2022-2023 College Operating Budget	<i>Bob Williamson</i>	
9.	<b>Action: 2022-2023 College Operating Budget</b>	<i>Bob Williamson</i>	<b>1</b>
10.	<b>Action: Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers – Regarding Article XXX and the Duration of the Agreement</b>	<i>Phillip King</i>	<b>2</b>

11.	<b>Action: Summer &amp; Fall 2022 Services &amp; Activities (S&amp;A) Budget</b>	<i>Sundi Musnicki</i>	<b>3</b>
12.	<b>Action: Board of Trustees 2023 Regular Meeting Schedule</b>	<i>Chair Catherine D'Ambrosio</i>	<b>4</b>
13.	<b>Report:</b> College President	<i>Steve Hanson</i>	
14.	<b>Constituent Report:</b> Shoreline Associated Student Government	<i>Sunshine Cheng</i>	
15.	<b>Constituent Report:</b> Shoreline Faculty	<i>Eric Hamako</i>	
16.	<b>Constituent Report:</b> Shoreline Classified Staff	<i>Ric Doike-Foreman</i>	
17.	<b>Report:</b> Closing Remarks – Board of Trustees <ul style="list-style-type: none"> <li>• Eben Pobe, Vice Chair</li> <li>• Tom Lux</li> <li>• Kim Wells</li> <li>• Rebecca Chan</li> </ul>	<i>Trustees</i>	
18.	<b>Action: Elect Board of Trustees Officers (2022-2023)</b> •Chair •Vice-Chair	<i>Chair Catherine Post D'Ambrosio &amp; Trustees</i>	<b>5</b>
19.	<b>Executive Session pertaining to:</b> <ul style="list-style-type: none"> <li>• <a href="#">RCW 42.30.110(1)(i)</a></li> <li>• <a href="#">RCW 42.30.140(4)</a></li> </ul>	<i>Chair Catherine Post D'Ambrosio</i>	
20.	<b>Action: Adjournment</b>	<i>Chair Catherine D'Ambrosio</i>	

## MINUTES

The special meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine Post D'Ambrosio at 12:32 PM by audio/visual conference. A quorum of the Board was present by audio/visual conference.

## MEMBERS PRESENT

Trustees Rebecca Chan, Catherine Post D'Ambrosio, Tom Lux, and Eben Pobe were present via audio/visual conference.

## COMMUNICATION FROM THE PUBLIC

Per the notice for the May 24, 2022 (virtual) special meeting of the Board of Trustees:

- For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 12:15 PM – 12:30 PM on May 24, 2022.
- For attendees connecting by telephone: Please sign up to provide a public comment between 12:15 PM – 12:30 PM on May 24, 2022 by: 1. Sending an email to Board Secretary Lori Yonemitsu at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) 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).

The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the May 24, 2022 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 May 24, 2022 meeting, please send written public comment to Board Secretary Lori Yonemitsu at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) following the May 24, 2022 meeting.)

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

## CONVENE IN EXECUTIVE SESSION TO REVIEW THE PERFORMANCE OF PUBLIC EMPLOYEES

At 12:33 PM, Chair Post D'Ambrosio announced that the Board would convene in executive session until 2:20 PM or as extended by the Board to review the performance of public employees and noted that the only action the Board would take upon reconvening in open session following the executive session, would be for the adjournment of the meeting.

## RECONVENE SPECIAL MEETING ADJOURNMENT

The Board reconvened in open session.

Motion 22:32:                      Motion made by Trustee Lux to adjourn the special meeting of May 24, 2022.

Motion seconded by Trustee Chan. All four Trustees present (Rebecca Chan, Catherine Post D'Ambrosio, Tom Lux, Eben Pobe) for this action item, voted *aye* to approve the motion.

Chair Post D'Ambrosio adjourned the meeting at 2:21 PM.

Signed \_\_\_\_\_  
Catherine Post D'Ambrosio, Chair

Attest: June 22, 2022

\_\_\_\_\_  
Lori Y. Yonemitsu, Secretary

## MINUTES – STUDY SESSION

The study session of the special meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine Post D’Ambrosio at 3:01 PM by audio/visual conference. A quorum of the Board was present by audio/visual conference.

### BOARD OF TRUSTEES CONVERSATION WITH SHORELINE FACULTY: COVID-19 IMPACTS & LEARNING FROM THE PANDEMIC

Faculty members Terri Bright Hettinger, LeAnn De Luna, Steve Kim, Kristine Petesch, and Lauren Wilson joined the Trustees for a conversation about the impacts of COVID-19 and learning from the pandemic.

Motion 22:33: Motion made by Trustee Wells to adjourn the study session of May 25, 2022.

Motion seconded by Trustee Lux. All five Trustees present (Rebecca Chan, Catherine Post D’Ambrosio, Tom Lux, Eben Pobe, Kim Wells) for this action item, voted *aye* to approve the motion.

Chair Post D’Ambrosio adjourned the study session at 3:59 PM.

## MINUTES – SPECIAL SESSION

The special session of the special meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine Post D’Ambrosio at 4:10 PM by audio/visual conference. A quorum of the Board was present by audio/visual conference.

### MEMBERS PRESENT

Trustees Rebecca Chan, Catherine Post D’Ambrosio, Tom Lux, Eben Pobe, and Kim Wells were present via audio/visual conference.

Assistant Attorney General (AAG) John Clark represented the Office of the Attorney General via audio/visual conference.

### REPORT: CHAIR, BOARD OF TRUSTEES

Chair Post D’Ambrosio spoke about the conversation with faculty members during the study session and thanked the five faculty members who participated in the study session.

## CONSENT AGENDA

Chair Post D'Ambrosio asked the Board to consider approval of the consent agenda. On the agenda for approval:

- a. Minutes from the special meeting of April 21, 2022.

Motion 22:34: Motion made by Trustee Pobeë to approve the consent agenda.

Motion seconded by Trustee Lux. All five Trustees present (Rebecca Chan, Catherine Post D'Ambrosio, Tom Lux, Eben Pobeë, Kim Wells) for this action item, voted *aye* to approve the motion.

## COMMUNICATION FROM THE PUBLIC

Per the notice for the May 25, 2022 (virtual) special meeting of the Board of Trustees:

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

- For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 3:45 PM – 4:00 PM on May 25, 2022.
- For attendees connecting by telephone: Please sign up to provide a public comment between 3:45 PM – 4:00 PM on May 25, 2022 by: 1. Sending an email to Board Secretary Lori Yonemitsu at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) 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).

The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the May 25, 2022 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 May 25, 2022 meeting, please send written public comment to Board Secretary Lori Yonemitsu at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) following the May 25, 2022 meeting.)

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

## ACTION: RENEWAL OF FIRST-YEAR & SECOND-YEAR TENURE TRACK FACULTY CANDIDATES

Vice President Phillip King read tab 1 [Action: Renewal of First-Year & Second-Year Tenure Track Faculty Candidates].

Motion 22:35: Motion made by Trustee Lux “After reasonable consideration of the recommendations from the candidates’ respective Appointment Review Committees, the Vice President for Student Learning, Equity & Success, and the President, I move that the Board

continue probation of first-year candidates Lauren Bryant, Caitlan Maxwell, and second-year candidates Robert Reynoso, Destry Turner.”

Motion seconded by Trustee Pobee.

Trustee Pobee, Chair Post D’Ambrosio, and Trustee Lux spoke about what an honor and privilege it is to read about the candidates and their work with students.

All five Trustees present (Rebecca Chan, Catherine Post D’Ambrosio, Tom Lux, Eben Pobee, Kim Wells) for this action item, voted *aye* to approve the motion.

ACTION: MEMORANDUM OF UNDERSTANDING BY AND BETWEEN SHORELINE COMMUNITY COLLEGE AND THE SHORELINE COMMUNITY COLLEGE FEDERATION OF TEACHERS REGARDING HB 2158 HIGH DEMAND SUPPLEMENTAL SALARY

Vice President Phillip King read tab 2 [Action: Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers Regarding HB 2158 High Demand Supplemental Salary].

Motion 22:36: Motion made by Trustee Wells to approve the Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers Regarding HB 2158 High Demand Supplemental Salary.

Motion seconded by Trustee Pobee.

All five Trustees present (Rebecca Chan, Catherine Post D’Ambrosio, Tom Lux, Eben Pobee, Kim Wells) for this action item, voted *aye* to approve the motion.

COLLEGE UPDATES

Shoreline Community College’s 2022 All-Washington Academic Team Members

Vice President Phillip King read report from Professor Terry Taylor. 2022 All-Washington Academic Team Members: Jasper Balinas, Shu Min Mok, Yu (“Carrie”) Zhang, Julio Gonzalez.

FIRST READING: SUMMER & FALL 2022 SERVICES & ACTIVITIES (S&A) BUDGET

Associated Student Government (ASG) President Sunshine Cheng and Budget & Finance Officer Kate Nguyen presented information on the *Services & Activities Fee Budget Allocation Proposal Summer/Fall 2022* (attached).

FIRST READING: BOARD OF TRUSTEES 2023 REGULAR MEETING SCHEDULE

Board Secretary Lori Yonemitsu read tab 4 [First Reading: Board of Trustees 2023 Regular Meeting Schedule].

REPORT: FINANCIAL & BUDGET UPDATE

Acting Vice President Bob Williamson went over the *Total Allocation (Base + Earmarks)* and *Total FTE Enrollments – All Funding Sources* documents (attached) and responded to questions from the Trustees—including how the allocation reports from the State Board impact the College’s budget.

REPORT: SHORELINE PRESIDENT

Interim President Hanson’s report included information regarding the:

- April 27-28 Community & Technical Colleges Presidents’ meeting which included “an academy on the system’s operating budget priorities for the 2023-2025 biennium.”
- College’s April 29 *Day of Learning* – “I had the pleasure to introduce Dr. Kahn as our keynote speaker. The theme of the Day of Learning was Connection, Healing, and the Future, and that was the focus of Dr. Kahn’s presentation.”
- Approval by the State Board on May 5 of Shoreline’s Baccalaureate of Applied Science in Dental Hygiene.
- May 16 interviews with the three (3) finalists for the SBCTC Executive Director position by the Community & Technical College Presidents.
- May 19-20 Association of College Trustees Spring Conference. One of the topics included what it takes to build an anti-racist institution. “Nineteen of the thirty-four Community & Technical Colleges now have a Diversity & Equity Officer reporting directly to the President. Three (3) colleges currently have that position open. When Shoreline hires its position, it will be up to twenty-three—making it about two-thirds of the colleges” with Diversity & Equity Officers.
- Upcoming Community & Technical Colleges Presidents’ meeting in Wenatchee on June 2-3 – “the first in-person meeting since the pandemic.”

CONSTITUENT REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Associated Student Government (ASG) President Sunshine Cheng read statement (attached).



CONSTITUENT REPORT: SHORELINE FACULTY

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

CONSTITUENT REPORT: SHORELINE CLASSIFIED STAFF

IT Administrator & Chief Shop Steward Ric Doike-Foreman read statement (attached).

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustee Pobee noted, “restating what Ric just landed on. We look forward to a better tomorrow, not backwards. At our last meeting, I was equally disappointed, just like Trustee Lux mentioned at our last meeting about communication issues still happening on campus. As we look forward to a new President who we are excited about, I strongly believe in collaborative work, and I strongly encourage that we will work together as a team. But most importantly, with our students as a priority.”

Trustee Lux thanked Trustee Pobee for his “thoughtful remarks and thanked those who gave constituent reports. Very thoughtful reports tonight.”

Trustee Wells thanked Interim President Steve Hanson. “He’s been a remarkable interim leader. He brought a lot to a pretty tumultuous time in how he listened. I have every confidence that Dr. Kahn will continue on that journey.” Trustee Wells expressed appreciation for Interim President Hanson’s experience in the state system and being able to pass along “that knowledge” to Dr. Kahn. She closed her report by encouraging the Trustees to become more involved with the ACT (Association of College Trustees) – “we can learn from our colleagues in the system.”

Trustee Chan thanked Trustee Wells and President Hanson for “representing us at the Trustee spring conference.” She shared that she connected to the *Day of Learning* session with Dr. Kahn and the presentation by Vice President Williamson. Trustee Chan noted that she attended the open house over the weekend and went on the campus tour, as well as attended the screening of *Alternative Facts* which was hosted on campus. In closing, she shared that she connected to the Executive Director forum as “an opportunity to learn more about the ACT and how they support the Trustees.”

EXECUTIVE SESSION TO DISCUSS WITH LEGAL COUNCIL: MATTERS OF LITIGATION OR POTENTIAL LITIGATION • STRATEGIES AND/OR POSITIONS TO BE TAKEN IN LABOR PROCEEDINGS

At 5:35 PM, Chair Post D’Ambrosio announced that the Board would convene in executive session for thirty minutes or as extended by the Board to discuss with legal counsel matters of litigation or potential litigation and strategies and/or positions to be taken in labor proceedings.

She noted that the only action the Board would take upon reconvening in open session following the executive session, would be for the adjournment of the meeting.

Executive Session commenced at 5:37 PM.

At 6:07 PM, it was noted/announced in the open session's *Zoom Room* that the Board was extending its executive session by twenty-three minutes.

ADJOURNMENT

Motion 22:37: Motion made by Trustee Pobee to adjourn the meeting.

Motion seconded by Trustee Wells. All five Trustees present (Rebecca Chan, Catherine Post D'Ambrosio, Tom Lux, Eben Pobee, Kim Wells) for this action item, voted *aye* to approve the motion.

Chair Post D'Ambrosio adjourned the meeting at 6:30 PM.

Signed \_\_\_\_\_  
Catherine Post D'Ambrosio, Chair

Attest: June 22, 2022

\_\_\_\_\_  
Lori Y. Yonemitsu, Secretary



# Services & Activities Fee Budget Allocation Proposal Summer/Fall 2022

**Presented by:**  
*Kate Nguyen, ASG Budget & Finance Officer*  
*Sunshine Cheng, ASG President*  
*Sundi Musnicki, Director of Student Leadership & Residential Life*



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## 2020-2021 S&A Budget Recap

Over the course of 2021-2022, S&A allocated a total of \$1,013,376 to 18 programs and approx. 10-15 clubs

- As of mid-May, approx. \$611,101 has been spent

The S&A fee has brought in approx. \$1.02 million

- Estimate that \$350,000 will not be spent and will transfer to S&A reserve
- S&A reserve currently has approx. \$1.3 million



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### Plans for 2022-2023

The S&A budget for the upcoming year was based on the following:

- Anticipated revenue of \$1 million based on current year enrollment
- Accessing up to \$400,000 from S&A reserve

Due to an increasing but still lower in-person course offering and on-campus presence, programs were asked to submit budget requests for summer & fall 2022 only:

- 15 programs submitted proposals
- \$876,341 was requested, \$851,672 was allocated



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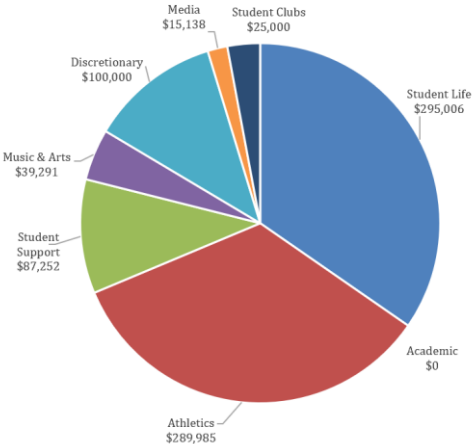
### S&A Budget Allocation Process Overview



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## Summer/Fall 2022 Budget Allocation Breakdown

- S&A Supports:**
- 19 Programs
  - Student Clubs
  - Discretionary Funding: Mini-Grant & Contingency



Programs	2021-2022 Budget	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
Arts & Entertainment	\$68,948	\$44,515	\$44,515
Art Gallery	\$0	\$0	\$0
Assoc. Student Gov.	\$45,442	\$41,868	\$41,868
ASG - Student Clubs	\$25,000	\$25,000	\$25,000
ASG - Mini-Grant	\$100,000	\$100,000	\$100,000
Athletics	\$220,066	\$314,654	\$289,985
Benefits Hub		\$1,600	\$1,600
Choral Groups	\$19,214	\$9,712	\$9,712
Concert Band	\$1,200	\$2,532	\$2,532
DECA	\$0	\$0	\$0
Ebbtide	\$27,363	\$15,138	\$15,138
Gender Equity Center	\$10,375	\$15,241	\$15,241
Instrumental Music	\$0	\$0	\$0
Multicultural Center	\$15,531	\$10,579	\$10,579
Opera & Musicals	\$0	\$18,219	\$18,219
Parent/Child Center	\$79,500	\$26,500	\$26,500
Plays & Video	\$13,026	\$8,828	\$8,828
Spindrift	\$28,694	\$0	\$0
Student Life	\$270,192	\$208,623	\$208,623
Theater Tech	\$24,576	\$0	\$0
Tutoring	\$64,249	\$33,332	\$33,332
<b>TOTAL</b>	<b>\$1,013,376</b>	<b>\$876,341</b>	<b>\$851,672</b>

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## Notable Changes

Programs	2021-2022 Budget	Summer/Fall Requested	Summer/Fall Allocation
<b>Athletics</b>	<b>\$220,066</b>	<b>\$314,654</b>	<b>\$289,985</b>

Since spending for many of the sports teams occur throughout the year, their budgets will continue to be fully funded for the 2022-2023 academic year. Due to low spending for intramurals during 2021-2022, the budget was partially funded for summer/fall 2022 with the understanding that additional funding can be requested for winter/spring or via ASG's mini-grant budget.

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### Notable Changes

Programs	2021-2022 Budget	Summer/Fall Requested	Summer/Fall Allocation
Student Life	\$270,192	\$208,623	\$208,623

Student Life’s budget supports administrative and classified staff salaries & benefits in addition to goods & services needed for large-scale campus events like New Student Orientation and printing support for student clubs. Funding was requested for an additional classified staff position to provide administrative support; a previous support position existed in the office until 2019 when College funding was reduced.



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### Notable Changes

Programs	2021-2022 Budget	Summer/Fall Requested	Summer/Fall Allocation
Benefits Hub		\$1,600	\$1,600

The campus food pantry (part of the Benefits Hub) was previously funded through the Gender Equity Center. Due to recent restructuring within that area, a separate budget was established for the Benefits Hub to ensure that funding support is committed to the food pantry moving forward.



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### Notable Changes

Programs	2021-2022 Budget	Summer/Fall Requested	Summer/Fall Allocation
Art Gallery	\$0	\$0	\$0
DECA	\$0	\$0	\$0
Instrumental Music	\$0	\$0	\$0
Spindrifft	\$28,694	\$0	\$0
Theater Tech	\$24,576	\$0	\$0

Art Gallery, DECA, Instrumental Music, Spindrifft, and Theater Tech did not submit a funding request for summer/fall 2022.



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### In Conclusion...

- Proposed allocations of \$851,672 to support 15 S&A programs, student clubs, and discretionary budgets during summer/fall 2022
- Projected revenue of \$1 million for 2022-2023
- Up to \$400,000 may be accessed from reserves to provide support for all programs through spring 2023



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**Thank You. Questions?**





**Total Allocation (Base + Earmarks)**

**Allocation Monitoring Report**

For Academic Year 2021-22

District	2020-21 Alloc #11	Summer 20 Actual	Fall 20 Actual	Winter 21 Actual	Spring 21 Actual	2020-21 Actual	% of Allocation	2021-22 Alloc #6	Summer 21 Actual	Fall 21 Actual	Winter 22 Actual	Spring 22 Estimate	2021-22 Estimates	% of Allocation
Bates	3,962	1,429	1,893	2,174	2,042	2,513	63%	3,955	1,486	2,489	2,336	2,039	2,783	70%
Bellevue	8,027	2,887	6,382	6,257	5,891	7,139	89%	7,991	2,517	6,154	5,240	4,896	6,269	78%
Bellingham	2,083	487	1,482	1,393	1,381	1,581	76%	2,081	335	1,501	1,370	1,184	1,463	70%
Big Bend	1,711	279	1,211	1,134	1,020	1,215	71%	1,705	255	1,173	979	821	1,076	63%
Cascadia	1,866	513	1,291	1,105	963	1,291	69%	1,877	388	1,046	864	762	1,020	54%
Centralia	2,149	496	1,411	1,441	1,211	1,520	71%	2,149	449	1,192	1,089	897	1,209	56%
Clark	7,288	1,862	3,993	3,720	3,481	4,352	60%	7,283	1,529	3,826	3,411	3,099	3,955	54%
Clover Park	4,282	1,938	2,604	2,299	2,318	3,053	71%	4,265	1,783	2,319	2,118	1,876	2,699	63%
Columbia Basin	5,002	1,670	4,019	3,826	3,499	4,338	87%	4,995	1,478	3,718	3,657	3,248	4,034	81%
Edmonds	4,987	1,782	3,670	3,418	3,113	3,994	80%	5,002	1,372	2,953	2,822	2,604	3,250	65%
Everett	5,423	1,931	4,423	4,057	3,952	4,788	88%	5,422	1,778	4,112	3,426	3,220	4,179	77%
Grays Harbor	1,672	222	1,082	1,029	904	1,079	65%	1,672	229	953	886	764	944	56%
Green River	5,292	2,307	3,921	3,866	3,654	4,583	87%	5,328	1,997	3,883	3,287	2,959	4,042	76%
Highline	6,039	2,368	4,195	4,500	3,967	5,010	83%	6,106	2,081	3,976	3,792	3,223	4,357	71%
Lake Washington	3,106	1,066	2,262	2,158	2,016	2,501	81%	3,120	965	2,141	1,987	1,635	2,243	72%
Lower Columbia	2,791	797	1,752	1,678	1,643	1,956	70%	2,778	743	1,724	1,466	1,299	1,744	63%
Olympic	5,477	1,651	3,418	3,263	3,201	3,856	70%	5,402	1,556	3,272	3,041	2,811	3,572	66%
Peninsula	1,703	233	938	911	905	996	58%	1,707	327	1,071	977	879	1,085	64%
Pierce	5,623	1,753	3,783	3,460	3,241	4,079	73%	5,634	1,585	3,347	2,917	2,682	3,510	62%
Renton	3,974	1,094	2,563	2,533	2,433	2,874	72%	3,968	1,129	2,517	2,400	1,982	2,676	67%
Seattle	14,042	4,177	9,782	9,266	8,424	10,550	75%	14,108	3,802	9,136	8,203	7,080	9,407	67%
Shoreline	4,964	1,568	3,167	2,842	2,700	3,426	69%	5,000	1,379	2,744	2,569	2,460	3,051	61%
Skagit Valley	3,875	793	2,727	2,542	2,453	2,838	73%	3,866	699	2,426	1,983	1,775	2,294	59%
South Puget Sound	3,580	1,236	2,701	2,529	2,292	2,920	82%	3,579	899	2,413	2,280	1,996	2,530	71%
Spokane	12,858	2,238	8,231	7,735	6,909	8,371	65%	12,837	2,015	7,635	7,135	5,997	7,594	59%
Tacoma	5,602	1,697	3,544	3,466	3,320	4,009	72%	5,597	1,557	3,294	3,025	2,847	3,575	64%
Walla Walla	3,161	474	1,662	1,549	1,403	1,696	54%	3,147	375	1,678	1,572	1,379	1,668	53%
Wenatchee Valley	2,606	535	1,991	1,820	1,658	2,001	77%	2,614	445	1,799	1,503	1,346	1,698	65%
Whatcom	2,495	409	1,129	1,401	1,822	1,587	64%	2,509	603	2,019	1,747	2,162	2,177	87%
Yakima Valley	3,955	883	2,986	3,005	2,801	3,225	82%	3,925	831	2,765	2,565	2,284	2,815	72%
<b>System Total</b>	<b>139,595</b>	<b>40,776</b>	<b>94,212</b>	<b>90,376</b>	<b>84,618</b>	<b>103,340</b>	<b>74%</b>	<b>139,622</b>	<b>36,587</b>	<b>89,276</b>	<b>80,649</b>	<b>72,207</b>	<b>92,919</b>	<b>67%</b>
Private Career Colleges	430	118	277	313	769	492	114%	430	118	333	329	769	517	120%
<b>System Total w/PCC</b>	<b>140,025</b>	<b>40,894</b>	<b>94,489</b>	<b>90,689</b>	<b>85,387</b>	<b>103,832</b>	<b>74%</b>	<b>140,052</b>	<b>36,705</b>	<b>89,609</b>	<b>80,979</b>	<b>72,976</b>	<b>93,435</b>	<b>67%</b>

Source: SBCTC Data Warehouse, Stuclass table, Fund\_Source\_Enrollment = S, plus University Contract FTES reported by public four year institutions to OFM.  
 FTE Criteria: all state-funded FTES, plus University Contract FTES

**Total FTE Enrollments - All Funding Sources**  
**Monitoring Report**  
**For Academic Year 2021-22**

District	Summer 20 Actual	Fall 20 Actual	Winter 21 Actual	Spring 21 Actual	2020-21 Annual	Summer 21 Actual	Fall 21 Actual	Winter 22 Actual	% Change*	Spring 22 Actual	2021-22 Annual	% of Prior Year
Bates	1,497	2,457	2,537	2,607	3,033	1,561	3,130	2,866	13%	-	2,519	83%
Bellevue	3,355	10,401	10,327	10,152	11,412	2,851	9,617	8,682	-16%	-	7,050	62%
Bellingham	559	1,689	1,606	1,560	1,805	376	1,744	1,539	-4%	-	1,220	68%
Big Bend	305	1,841	1,718	1,585	1,816	264	1,618	1,424	-17%	-	1,102	61%
Cascadia	619	2,208	2,087	1,799	2,238	427	1,703	1,688	-19%	-	1,273	57%
Centralia	562	1,999	1,829	1,751	2,047	575	1,723	1,525	-17%	-	1,274	62%
Clark	1,904	5,967	5,622	5,233	6,242	1,617	5,537	4,968	-12%	-	4,041	65%
Clover Park	2,067	2,915	2,604	2,623	3,403	1,947	2,596	2,399	-8%	-	2,314	68%
Columbia Basin	1,695	5,377	5,030	4,581	5,561	1,487	4,832	4,657	-7%	-	3,659	66%
Edmonds	2,441	5,467	5,468	5,098	6,158	1,841	4,533	4,505	-18%	-	3,626	59%
Everett	2,185	6,272	7,714	6,060	7,410	1,920	5,743	4,854	-37%	-	4,172	56%
Grays Harbor	365	1,537	1,424	1,357	1,561	360	1,424	1,299	-9%	-	1,028	66%
Green River	3,023	6,988	6,840	6,505	7,785	2,540	6,349	5,474	-20%	-	4,788	61%
Highline	2,606	5,892	6,083	5,442	6,674	2,262	5,444	5,183	-15%	-	4,296	64%
Lake Washington	1,073	2,676	2,565	2,418	2,911	965	2,521	2,395	-7%	-	1,960	67%
Lower Columbia	817	2,365	2,270	2,182	2,545	786	2,276	1,977	-13%	-	1,680	66%
Olympic	1,688	4,606	4,345	4,213	4,951	1,583	4,237	3,956	-9%	-	3,259	66%
Peninsula	468	1,523	1,402	1,374	1,589	430	1,456	1,334	-5%	-	1,073	68%
Pierce	2,506	6,975	6,639	6,387	7,502	2,230	6,312	5,939	-11%	-	4,827	64%
Renton	1,161	2,867	2,840	2,706	3,192	1,198	2,757	2,627	-8%	-	2,194	69%
Seattle	5,248	12,482	12,024	10,778	13,511	4,437	11,379	10,272	-15%	-	8,696	64%
Shoreline	2,121	4,264	3,899	3,704	4,663	1,762	3,827	3,563	-9%	-	3,051	65%
Skagit Valley	809	3,435	3,242	3,067	3,518	786	2,973	2,582	-20%	-	2,114	60%
South Puget Sound	1,250	3,979	3,917	3,638	4,261	1,026	3,567	3,472	-11%	-	2,688	63%
Spokane	2,479	10,018	9,350	8,366	10,071	2,132	9,172	8,617	-8%	-	6,641	66%
Tacoma	1,889	4,993	4,823	4,650	5,452	1,713	4,580	4,199	-13%	-	3,498	64%
Walla Walla	1,238	2,743	2,603	2,584	3,056	1,236	3,014	2,690	3%	-	2,313	76%
Wenatchee Valley	541	2,821	2,574	2,383	2,773	454	2,508	2,225	-14%	-	1,729	62%
Whatcom	895	3,283	3,069	2,808	3,352	711	2,954	2,609	-15%	-	2,092	62%
Yakima Valley	928	3,720	3,730	3,477	3,952	877	3,487	3,196	-14%	-	2,520	64%
<b>System Total</b>	<b>48,293</b>	<b>133,760</b>	<b>130,182</b>	<b>121,089</b>	<b>144,442</b>	<b>42,354</b>	<b>123,012</b>	<b>112,716</b>	<b>-13%</b>	<b>-</b>	<b>92,694</b>	<b>64%</b>

\* Measures the percent change from the same quarter the prior year.  
 Source: SBCTC Data Warehouse, Stuclass table, Fund\_Source\_Enrollment = S, C, or U.

To the Board of Trustees, good evening. My name is Sunshine Cheng, I am the Student Body President.

As the quarter begins to wind down, Student Life has continued to host a series of giveaways and events to support our students and encourage them to finish strong. From garden parties, cookie decorating, and a recent field day at Carkeek park, it has been a joy to see students celebrate the end of our year together. I am perhaps most excited for the return of A&E's Sun Fest, and look forward to closing out the spring quarter with a week of outdoor activities in the summer warmth of June.

In the office, there is talk of our next adventures after this, and I am so excited for my peers who have worked so hard for this moment. After the last two years, it is bittersweet for me to say this will be my second to last meeting here. After all our college has endured, I feel hopeful for our path forward, and plan to spend the remainder of my term here in dialogue with our community about our journey toward true equity in higher education.

For now, I want to wish the college the best of luck over the weeks to come, and a restful end to spring quarter. I will see you all again in June.

Thank you.



SCCFT President Eric Hamako  
Statement to the SCC Board of Trustees  
2022.05.25  
Permalink: <https://bit.ly/SCCFTtoBOT2022-05>

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).

Years ago, I was a Boy Scout. In my troop, when a Scout earned their Eagle Scout award, we'd write to a legislator, who would have a U.S. flag briefly flown over the state capitol and then sent to the Eagle Scout. I remember seeing the triangular box that a friend received, containing his flag. We noted, with some irony, the words printed on the side of the box: "Quality exceeds government standards." I'm sure that the box's designer meant the statement as a reference to the flag it would contain, but we read it more broadly. "Quality exceeds government standards."

Today, we're about two and a half years into the ongoing COVID-19 pandemic. In the United States alone, more than one million people have died from COVID. That's approximately one of every three hundred and fifty people in the United States. Millions more have been sickened, with many suffering long-term impairments that may last a lifetime. To date, it's apparent that a quality pandemic response far exceeds government standards and our government's actions.

Yet, as the pandemic surges yet again, government standards are receding further. What governmental public health measures that had been implemented are now being devolved from public, collective responsibilities to individual people's responsibilities. But, despite what the plummeting government standards for pandemic response might suggest, the pandemic is not over.

Two months ago, the U.S. Centers for Disease Control (CDC) moved the goalposts of government standards used to map the pandemic's impacts on the United States. In one fell swoop, the previous "Community Transmission" map, which showed medium and high COVID

impacts across the U.S., was turned into soothing green “Community Levels” map – not because COVID had lessened, but because the CDC changed its standards. Citing that new map, government agencies further weakened standards for public health interventions: mask mandates lifted; testing sites reduced; at-home tests provided at levels insufficient for many families’ needs; test reporting increasingly devolved to individual decisions to report results or not; public pandemic funding to support unemployed, underemployed, and sick people drying up. Several states no longer report their COVID case numbers at all.

Perhaps unsurprisingly, the COVID-19 pandemic has again surged upward across the United States. Case rates are again increasing; hospitalizations are again increasing. Breakthrough cases among people who are vaccinated and boosted may be more than 1 in 5 new cases. New variants are spreading, more transmissible and less affected by current vaccines. So, even though the CDC moved its goalposts for mapping the pandemic, the pandemic again shows itself to be surging, turning even the new CDC map back toward the orange and red of medium and high pandemic levels. In King County, reported 7 day case rates per 100,000 are currently at 375 cases per 100,000 people. The only moment in the pandemic when 7 day case rates were higher in King County was the Omicron variant surge in January 2022, four months ago.

And, today, as the government standards and funding for providing COVID testing has been further withdrawn, more cases are being diagnosed via home rapid tests. Many of those positive tests are not being reported or represented in the current case counts. So, reported case counts are certainly an underrepresentation of the current spread of the pandemic. Nationwide and in King County, we are in the midst of another COVID wave. Or, perhaps a more apt metaphor would be a COVID *iceberg*, with only the tip of the current COVID cases visible in government reports. And the CDC is now predicting further surges in the coming Fall and Winter. So, it seems, a quality response to the pandemic would far exceed current government standards. The current government standards appear to be abdicating responsibility for pandemic public health in favor of an “every man for himself” approach, in which each individual is “free” to have as much health and safety as they can afford.

But, here at the College, faculty and classified workers are *not* left to individually fend for ourselves. We are organized into unions. And workplace health and safety is a mandatory subject of collective bargaining. Because we are unionized, the College *must* bargain with our faculty union over changes to workplace safety working conditions or bargain the effects of changing those conditions. During our faculty union’s bargaining of our first COVID pandemic memorandum of understanding (MOU) with the College and since then, the College said that it would meet government standards for workplace health and safety; those standards are the minimum requirements. Our faculty union was able to bargain some higher standards in our COVID MOU #1. However, now that the Federal and state government standards for pandemic safety are falling, the College is choosing to follow those standards downward, rather than improve its standards.

Under COVID MOU #1, faculty members had the right to seek accommodations to remote work remotely if they have family members who are at high-risk of harm by COVID. This reduced the

risk of a faculty member spreading COVID infections to high-risk family members. But, with reduced government pandemic health standards, the College is taking the opportunity to lower its standard in this regard. That change by the College affects our faculty's workplace health & safety. So, rather than leaving it to individual faculty members to bargain with the College, our faculty union is demanding to bargain with the College over the effects of that change.

Under COVID MOU #1, faculty members had the right to seek accommodations to work remotely if they have children whose school schedules are impacted by the pandemic. But, with reduced government pandemic health standards, the College is taking the opportunity to lower its standard in this regard, as well. The College has pointed out that many schools are not currently changing their schedules in response to the pandemic. But, the CDC has predicted further COVID surges in the Fall and Winter. So, faculty members can reasonably anticipate pandemic-related school schedule changes in the coming school year. Rather than leaving it to individual faculty members to bargain with the College over such accommodations, our faculty union is demanding to bargain with the College over the effects of ending this workplace precaution, as well.

Vaccination reduces the potential harm caused by COVID – but, to be clear, vaccination alone is not sufficient. The efficacy of COVID vaccination weakens over a period of months – hence the need for boosters to replenish resistance. And, the continuing spread of COVID accelerates the creation of COVID variants, many of which are different enough that current COVID vaccines may be less effective against them. Vaccination is an important protective measure, but vaccination is not an option for everyone – and vaccination alone is not sufficient to end the pandemic or to protect workers' health and safety.

And, although the State continues to require vaccination of workers and students to maintain the misnamed "Fully Vaccinated Campus" status, the College's implementation of that requirement has concerning holes in it. At present, if a student has not attested that they are vaccinated, the College does not prevent them from coming to in-person classrooms and offices. Instead, the College prevents the student from registering for *future* quarters' courses until they do attest. The presence of unvaccinated students in offices, the Library, and in-person classes increases the risk of COVID infection and injury in the workplace – and going unmasked increases that risk even further.

High-quality masks reduce the transmission of COVID-19. But, the Federal and State governments have removed mask requirements for most workplace settings and the College is following suit. This increases the risk of COVID transmission and injury in the workplace. The College currently has a supply of KN95 masks, which it is offering to workers. But, at present, those masks are available at the College's discretion. The College is not yet *required* to provide masks as workplace safety equipment.

Testing for COVID infections can help students and workers determine whether they *have* COVID and should take additional steps to reduce the spread further. But, government standards for funding, providing, and reporting test results continue falling. Funding for PCR testing and for

PCR testing sites continues falling. As an inadequate substitute, the state government provides at-home rapid tests – only ten per household per month, which is insufficient for many households’ needs – and the Federal government has provided even fewer rapid tests per household. Ready availability COVID testing continues to be an important public health measure and a workplace safety issue.

And, once a person has tested positive for COVID, they also need an obvious and easy means to report their case, so that a robust exposure notification system can alert other people that they may have been exposed and can also take precautions, such as quarantining and testing.

But, finding out that you’ve tested positive for COVID is only useful if you can then take further precautionary measures – including having enough sick leave to stay home to recover and to prevent the spread of COVID in the workplace and in public – and having enough readily available work coverage that *using* that sick leave won’t be more work than going to work sick. While the College provides sick leave, those sick leave policies, developed pre-pandemic, don’t account for the additional sick leave necessary during the current pandemic. Unlike, say, influenza, people are more likely to contract COVID-19 multiple times in a year. When a pandemic changes the world, policies developed pre-pandemic are no longer sufficient.

Each of these are among a host of workplace health & safety issues that faculty members are facing during the ongoing pandemic. And, for pandemic health and safety, as with so many workers issues, true quality exceeds government standards. The Federal and state government may be lowering their standards for pandemic response, abdicating responsibility for our public health and leaving each individual to fend for themselves. And the College may be choosing to follow those standards downward. But, workers who organize ourselves as labor unions are not left alone. We have each other and we organize, mobilize, and exercise our contractual and legal rights to hold you, our employer, to a higher standard. The stakes are too high to let standards continue to fall so low.

Good night.

###

Good afternoon everyone. My name is Ric Doike-Foreman and I have the honor to serve as the Washington Federation of State Employees (WFSE) Chief Shop Steward.

As our interim president's, Steve Hanson, term draws to a close, I would like to thank him for his willingness to listen, understand, and involve himself directly in trying to turn things around and make Shoreline a better place. His time and place were temporary. He could have sat back and been a place holder doing nothing, saying nothing allowing us to navigate in the space of uncertainty until our new president came aboard. Instead, he directly involved himself in the betterment of our campus to the extent he was capable. I truly appreciate the time and effort President Hanson has given over to the college and we are the better for it.

Shoreline Community College is now on the precipice of a substantial change in leadership. As the college transitions from the time of disrespect, disregard for opinion, freedom of thought we remain ever hopeful for reaching a new tomorrow. A tomorrow that will bring forth a new leader. A new leader that will listen to their employees, take the time to understand their employees. A new leader that will respect their employees.

We wait for the passing of this twilight to a new day. We look forward in anticipation that this new day brings civic responsibility as the fundamental tool we all, employee and leadership alike, use to work toward resolving long standing disputes, mistrust, disrespect. We look forward to this new day where justice becomes the moral duty of leadership in upholding the values of Shoreline Community College.

We look forward. Not back. We look forward with positivity to a change in our culture, ourselves, our college. A change filled with pride and promise. Dr Jack Kahn, we ask that you do not let us down.

Thank you.



**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF JUNE 22, 2022**

**TAB 1**

**ACTION**

**Subject: 2022-2023 College Operating Budget**

**Background**

The College’s most recent budgeted year (FY 2021-2022) ends on June 30, 2022, which is directly aligned with the fiscal year of the State of Washington. In order to establish proper spending authority for the institution, it is necessary for the College to adopt a budget for the coming fiscal year (FY2022-2023), which begins July 1, 2022.

The total estimated operating expenditure is recommended to be \$48,891,639 for FY 2022-2023. This budget is expected to return \$487,805 to the carry forward cash balance.

State allocation	\$33,856,901
Tuition and major contract revenues (Domestic, International, Running Start, CECO)	\$15,034,738
Estimated operating budget for FY2022-2023	<u>\$48,891,639</u>

- Mandatory expenditure increases include health care, pensions, and compensation adjustments (4.74% for faculty, 3.25% for classified and admin/exempt, and 5% King County premium payment)
- State advised 2.4% increase in tuition rates

**Recommendation**

That the Board adopt the following motion:

MOVED, That the Board of Trustees of Shoreline Community College authorizes a fiscal year 2022-2023 operating budget of \$48,891,639; FURTHER MOVED, That the College President may adjust the operating budget up or down by up to one (1) percent of estimated operating revenues.

Prepared By: Bob Williamson  
Acting Vice President for Business & Administrative Services  
Shoreline Community College  
June 21, 2022

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING JUNE 22, 2022**

**TAB 2**

**ACTION**

**Subject: Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers Regarding Article XXX and the Duration of the Agreement**

**To Follow**

Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers Regarding Article XXX and the Duration of the Agreement.

**Recommendation**

That the Board of Trustees approve:

The Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers Regarding Article XXX and the duration of the Agreement, as presented.

Prepared By: Phillip King  
Vice President for Student Learning, Equity & Success  
Shoreline Community College  
June 17, 2022

**MEMORANDUM OF UNDERSTANDING**  
**By and Between Shoreline Community College**  
**and the**  
**Shoreline Community College Federation of Teachers**

**Regarding Article XXX and the Duration of the Agreement**

The current Agreement is effective from July 1, 2019, through June 30, 2022. Shoreline Community College (College) and the Shoreline Community College Federation of Teachers (SCCFT) have committed to continue bargaining in good faith toward a ratified agreement on a new labor contract. To that end, both parties agree to extend the 2019-2022 bargained agreement, including the following memorandums of understanding, through June 30, 2023:

- SCC-AFT MOU – Clustered Classes
- SCC-AFT MOU – Student & Instruction Activities
- SCC-AFT MOU – Music Private Instruction
- SCC-AFT MOU – Nursing Educators
- SCC-AFT MOU – Club Advisor Stipends
- SCC-AFT MOU – Anthropology RIF Unit
- SCC-AFT MOU – Applied Computing RIF Unit
- SCC-AFT MOU – Other Advising Stipends
- SCC-AFT MOU – High Demand Faculty Salary Increases MOU #2

The 4.743% academic employee COLA increase allocated by the State legislature for the period starting July 1, 2022, shall be applied to the part-time and full-time faculty salary schedule amounts set forth in the CBA at pages A-2 and A-3. This language supersedes Appendix I.B.3 regarding Part-Time Salary Schedule Increase.

For the Federation:

By: _____ Eric Hamako SCCFT Local 1950 President	<u>2022.06.14</u> Date
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For the College:

By: _____ Catherine D’Ambrosio, Chair Shoreline Community College Board of Trustees	_____ Date
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**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF JUNE 22, 2022**

**TAB 3**

**ACTION**

**Subject: Summer & Fall 2022 Services & Activities (S&A) Budget**

**Background**

At the May 25, 2022 Board of Trustees meeting, the Board was presented with a Services & Activities (S&A) fee budget allocation proposal of \$851,672 for the first half of FY 2022-2023 (July-December)

Based on a projected revenue of \$1 million and an anticipated budget of \$1.4 million (including up to \$400,000 from reserves) for FY 2022-2023, the Services & Activities Fee Committee believes that the \$851,672 allocation for the first half of FY 2022-2023 (July-December), will allow for ample funding remaining for the winter and spring 2023 to support S&A programs.

**Recommendation**

That the Board of Trustees take action on the following:

- S&A budget allocation proposal of \$851,672 for the first half of FY 2022-2023 (July-December).

Prepared by: Sundi Musnicki  
Director, Student Leadership & Residential Life  
Shoreline Community College  
June 17, 2022

To follow, for reference purposes: Summer & Fall 2022 Services and Activities (S&A) Fee Allocation Proposal – the document shared with the Trustees in advance of the May 25, 2022 Board of Trustees meeting.



**Summer & Fall 2022**  
Student Services and Activities (S&A) Fee  
Allocation Proposal

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**Shoreline Community College**  
**Associated Student Government**

Shoreline Community College  
16101 Greenwood Avenue North  
Shoreline, WA 98133-5696

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## Executive Summary

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Over the last year, the Services & Activities (S&A) Committee has continued to allocate funding to its 18 programs and an anticipated 10-15 student clubs on a per-quarter basis. This decision was made to allow for continued flexibility as the College has navigated its re-opening following the COVID-19 pandemic and impacts to enrollment and student engagement were still unknown. For summer and fall 2021, a total of \$678,128 was allocated to 15 programs and discretionary budgets. By the end of fall quarter, approx. \$210,255 had been spent. An additional \$216,233 was allocated for winter quarter, and \$119,015 was allocated for spring. Of the total \$1,013,376 that was allocated during the 2021-2022 academic year, \$611,101 has been spent to date. A total of \$1,019,635 has been brought in by the S&A fee as of May 10, 2022, and due to the lower than projected amount being spent by all S&A programs and clubs, an anticipated \$350,000 will transfer over to the S&A reserve budget, which as a result will have approx. \$1.65 million at the end of the current fiscal year.

**Table A: 2021-2022 S&A Allocations & Expenditures**

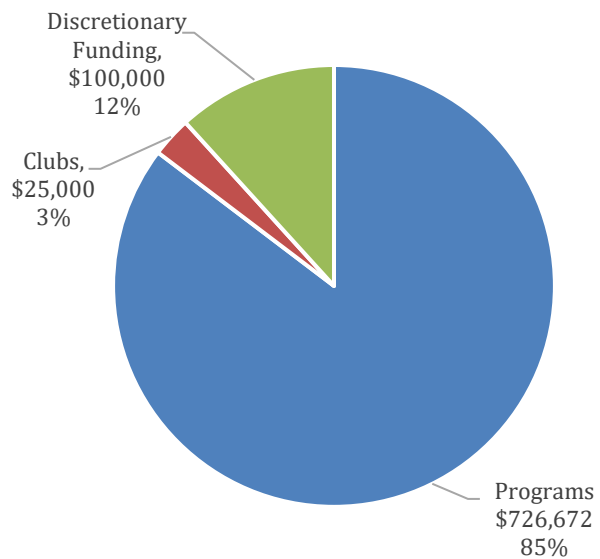
Su/Fa21 Allocation	Su/Fa21 Spent	Allocation Remaining	W22 Allocation	W22 Spent	Allocation Remaining	Sp22 Allocation	Sp22 Spent	Allocation Remaining
\$678,128	\$210,255	\$467,873	\$216,233	\$460,286	\$434,075	\$119,015	\$611,101	\$402,275

With the College's decision to continue an increasing but still lower in-person course offering for fall 2022, the S&A Committee plans to again allocate funding for summer and fall quarters only at this time, based on an initial projected revenue of \$1 million for the 2022-2023 academic year. This plan allows for continued adaptability to make decisions in mid-fall based on real-time impacts to the College as it evaluates plans for winter and spring.

With this in mind, all S&A funded programs were asked to submit a budget proposal for the first half of the new fiscal year. Of the 19 programs supported by S&A, 15 programs

responded. Programs were advised that any items not funded at this time may be requested via ASG’s mini-grant process starting in late-September. At that time, programs and student clubs will be asked to provide an overview and budget breakdown for their event/project, which helps keep ASG apprised of events and initiatives taking place on campus and allows them to provide support and promotions to the greater student body.

**Figure A: Proposed 2022-2023 S&A Budget (Summer/Fall only)**



A total of \$851,672 has been allocated for summer & fall quarter, and a breakdown of funding for each program is provided in the following pages. Based on the estimated \$1 million projected to be brought in by S&A revenue next year, we may need to access up to \$400,000 from reserves to continue to support S&A programs through the 2022-2023 academic year.



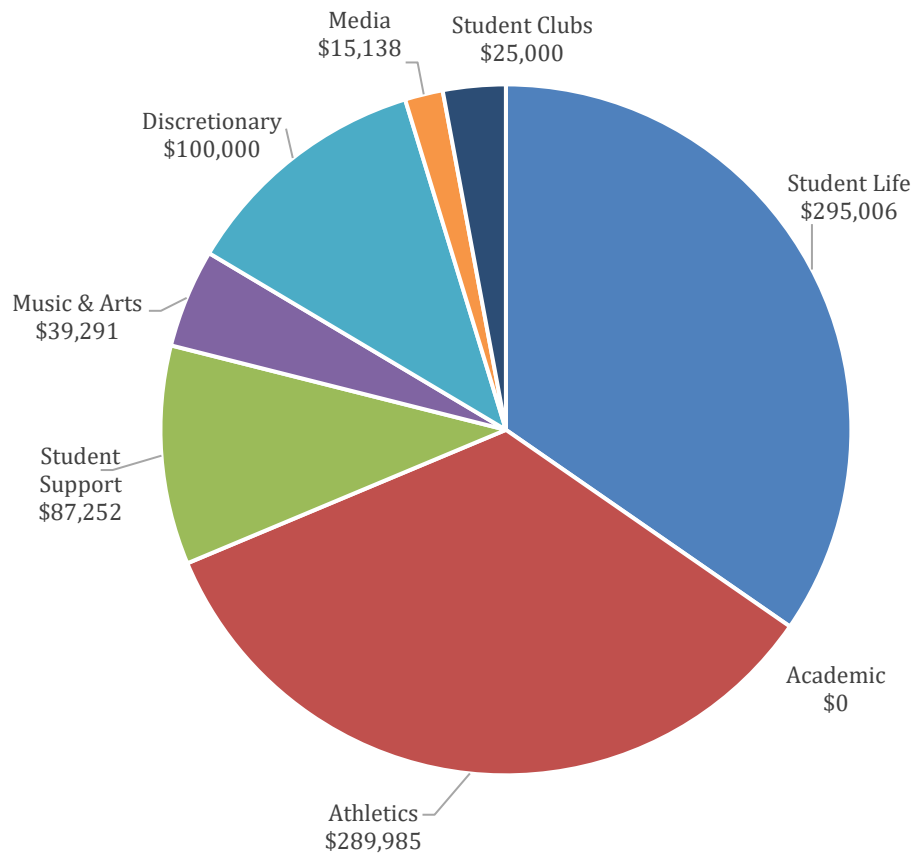
# 2022-2023 S&A Fee Allocation Overview

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The S&A Committee received 15 budget applications from the following programs. The S&A budget will be allocated towards:

- **Discretionary Funding:**
    - Mini-Grants
    - Contingency Fund
  
  - **Recognized Student Organization/Clubs**
  
  - **19 Programs:**
    - Art Gallery
    - Athletics
    - Arts & Entertainment Board
    - Associated Student Government
    - Choral Groups
    - Concert Band
    - DECA
    - Ebbtide
    - Food Pantry/Benefits Hub
    - Gender Equity Center
    - Instrumental Music
    - Multicultural Center
    - Opera & Musicals
    - Parent/Child Center
    - Plays & Video
    - Spindrift
    - Student Life
    - Theater Tech
    - Tutoring Services
-

# Summer/Fall 2022 S&A Fee Allocation Breakdown



Program Category
<b>Student Life</b> (Student Life, ASG, A&E)
<b>Athletics</b> (Teams & Intramurals)
<b>Student Support</b> (Multicultural Center, Food Pantry/Benefits Hub, Gender Equity Center, Tutoring Services, Parent/Child Center)
<b>Music &amp; Arts</b> (Art Gallery, Choral Groups, Concert Band, Instrumental Music, Opera/Musicals, Plays & Video, Theater Tech)
<b>Discretionary Funding</b> (Mini-Grant, Contingency)
<b>Media</b> (Ebbtide, Spindrift)
<b>Student Clubs</b>
<b>Academic</b> (DECA)

**Figure B: Anticipated Allocation for Summer/Fall 2022**

Table 2: S&amp;A Allocation for Summer/Fall 2022

<b>Programs</b>	<b>2021-2022 Budget</b>	<b>Summer/Fall 2022 Requested</b>	<b>Summer/Fall 2022 Allocation</b>
<b>Arts &amp; Entertainment</b>	\$68,948	\$44,515	\$44,515
<b>Art Gallery</b>	\$0	\$0	\$0
<b>Assoc. Student Gov.</b>	\$45,442	\$41,868	\$41,868
<b>ASG - Student Clubs</b>	\$25,000	\$25,000	\$25,000
<b>ASG - Mini-Grant</b>	\$100,000	\$100,000	\$100,000
<b>Athletics-Intramurals</b>	\$14,481	\$49,339	\$24,670
<b>Athletics-W Gen</b>	\$21,404	\$33,699	\$33,699
<b>Athletics-M Gen</b>	\$23,541	\$34,570	\$34,570
<b>Athletics-W Vball</b>	\$22,895	\$24,210	\$24,210
<b>Athletics-M Soccer</b>	\$0	\$26,270	\$26,270
<b>Athletics-W Soccer</b>	\$26,174	\$26,685	\$26,685
<b>Athletics-W Bball</b>	\$23,359	\$26,930	\$26,930
<b>Athletics-M Baseball</b>	\$36,786	\$37,297	\$37,297
<b>Athletics-W Softball</b>	\$28,683	\$29,194	\$29,194
<b>Athletics-M Bball</b>	\$22,743	\$26,460	\$26,460
<b>Benefits Hub</b>		\$1,600	\$1,600
<b>Choral Groups</b>	\$19,214	\$9,712	\$9,712
<b>Concert Band</b>	\$1,200	\$2,532	\$2,532
<b>DECA</b>	\$0	\$0	\$0
<b>Ebbtide</b>	\$27,363	\$15,138	\$15,138
<b>Gender Equity Center</b>	\$10,375	\$15,241	\$15,241
<b>Instrumental Music</b>	\$0	\$0	\$0
<b>Multicultural Center</b>	\$15,531	\$10,579	\$10,579
<b>Opera &amp; Musicals</b>	\$0	\$18,219	\$18,219
<b>Parent/Child Center</b>	\$79,500	\$26,500	\$26,500
<b>Plays &amp; Video</b>	\$13,026	\$8,828	\$8,828
<b>Spindrifft</b>	\$28,694	\$0	\$0
<b>Student Life</b>	\$270,192	\$208,623	\$208,623
<b>Theater Tech</b>	\$24,576	\$0	\$0
<b>Tutoring</b>	\$64,249	\$33,332	\$33,332
<b>TOTAL</b>	<b>\$1,013,376</b>	<b>\$876,341</b>	<b>\$851,672</b>

# Allocation Rationale

In April 2022, programs were asked to submit an anticipated budget for summer and fall quarters. Based on the information provided, allocations were made totaling \$851,672. With an anticipated budget of \$1.4 million (including accessing up to \$400,000 from reserves), approx. \$548,328 will remain for allocation for winter and spring 2023.

**Please Note:** Program budgets will be monitored through fall quarter and budget managers will be asked to resubmit proposals for the remainder of the year based on expenses thus far and an update on the then current enrollment/budget climate. Any unspent funds will be factored into follow-up allocations.

## CATEGORY I: Student Clubs

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$25,000	\$25,000	\$25,000

**Description:** The S&A fee provides funding for all student clubs to support activities, projects, and faculty and classified staff advisors.

**Request Purposes:** Club baseline budgets (\$500) and advisor stipends (\$400-\$1,200 per quarter depending on level of involvement/responsibility).

**Rationale:** Based on an increased number of active clubs anticipated for fall quarter (20), the requested amount covers club baseline budgets and faculty club advisor stipends.

## CATEGORY II: Programs

### Arts & Entertainment Board

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$68,948	\$44,515	\$44,515

**Description:** A&E organizes campus wide programs and events that create an engaging and vibrant student experience. Additionally, A&E provides graphic design, media/tech support, and event planning services for clubs and programs.

**Request Purposes:** Student salaries, printing for survival guide, and supplies for activities

**Rationale:** Funding for 7 student staff positions and supplies for in-person and virtual events.

### Art Gallery

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$0	\$0	\$0

**Description:** The Art Gallery, located in the 1000 building, showcases various forms of art produced by students, community members, and faculty.

**Request Purposes:** Artist workshops and lectures, promotional materials.

**Rationale:** No funding requested for summer and fall quarter.

### Associated Student Government

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$45,442	\$41,868	\$41,868

**Description:** ASG serves as the representative student voice at Shoreline Community College. 9 officers and 4 representatives serve on a variety of campus-wide committees, oversee 3 student fee budgets, and organize a variety of events and initiatives throughout the year to support and serve their peers.

**Request Purposes:** Student salaries.

**Rationale:** Funding for 13 student staff positions and in-person and virtual engagement opportunities.

### Athletics

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$220,066	\$314,654	\$289,985

**Description:** The Athletics Program consists of seven sports teams that compete in the Northwest Athletic Conference (NWAC). Men's basketball, baseball and soccer; and women's basketball, softball, soccer, and volleyball.

**Request Purposes:** Salaries for coaches, travel for away games, mandatory fees as required for NWAC compliance, tournament fees, field rentals, and uniforms.

**Rationale:** Funding for coaches' salaries, equipment, and uniforms for all teams as well as insurance and conference fees. Includes funding for recently restarted men's soccer program. Intramural allocation was reduced due to low prior spending.

### Choral Group

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$19,214	\$9,712	\$9,712

**Description:** Choral Ensembles provide students with opportunities to perform a variety of music. This program oversees two performing groups: Chamber Choral and Shoreline Singers.

**Request purposes:** Choral librarian salary, music purchases, venue rentals, and instrumentalist's salary.

**Rationale:** Funding for music librarian, accompanist, and new materials.

### Concert Band

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$1,200	\$2,532	\$2,532

**Description:** Concert Band consists of student musicians who rehearse and perform during campus and community events including SCC's commencement.

**Request Purposes:** Student salary (music librarian), sheet music, venue rentals, printing of promo materials.

**Rationale:** Funding for guest artist and venue rental for fall concert.

### DECA

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$0	\$0	\$0

**Description:** DECA is a co-curricular activity that aligns with the College's Business Administration program. It provides students with real world business experience through preparing students to compete in regional and international business competitions.

**Request Purposes:** Registration, travel, and lodging for three competitions.

**Rationale:** No budget request submitted. If funding is needed it can be requested via ASG's mini-grant process starting in late September.

### Ebbtide

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$27,363	\$15,138	\$15,138

**Description:** The Ebbtide is a student-run news outlet that publishes online and in print. The Ebbtide delivers campus news and views from a student perspective as well as allowing students to practice journalism skills.

**Request Purposes:** Student salaries, advisor stipend, printing, journalism conference, and organization membership fee.

**Rationale:** Funding for student staff and advisor stipend as well as printing for one issue per quarter and website maintenance.

### Gender Equity Center

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$10,375	\$15,241	\$15,241

**Description:** The Gender Equity Center advocates for education and inclusion on our campus. They provide services and resources for women, LGBTQ+ students, and other underserved populations.

**Request purposes:** Student salaries, workshops, and other events.

**Rationale:** Funding for 2 student staff positions and in-person and virtual events.

### Instrumental Music

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$0	\$0	\$0

**Description:** Instrumental Music provides students with an opportunity to perform in an orchestra and small group ensembles.

**Request purposes:** Student salary and travel for music performances/tours.

**Rationale:** No budget request submitted. If funding is needed it can be requested via ASG's mini-grant process starting in late September.

### Multicultural Center

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$15,531	\$10,579	\$10,579

**Description:** The Multicultural Center engages the entire campus community to create a climate of inclusion, social justice, equity, access for underserved students and develops programs that support retention and student success.

**Request Purposes:** Student salaries, speaker/facilitator stipends for workshops and lectures, travel and lodging for Students of Color Conference.

**Rationale:** Funding for student staff positions and supplies for virtual and in-person events.

### Opera/Musical

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$0	\$18,219	\$18,219

**Description:** The Opera/Musical program organizes opera and musical productions. Students gain experience as singers, dancers, actors, etc. This program also employs experienced local professionals.

**Request Purposes:** Costumes, props, performance rights, and salaries for: stage director, conductor, and choreographers.

**Rationale:** Funding for student and non-student salaries and goods & services for fall performance.

### Parent Child Center

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$79,500	\$26,500	\$26,500

**Description:** The Parent Child Center provides educational and childcare services for students, faculty/staff, and community members. The PCC also serves as a lab school for students in the Early Childhood Educational Program at the College.

**Request Purposes:** Salaries for staff and teachers.

**Rationale:** Funding to cover partial staff salaries.

### Plays, Film, and Video

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$13,026	\$8,828	\$8,828

**Description:** Plays, Film, and Video is a program that helps students learn and develop skills required to work in film and theater industries. They create student produced films and host the Shoreline Shorts (short plays written and directed by students).

**Request Purposes:** Student salaries, guest artist stipends, equipment rentals, production rights, props, etc.

**Rationale:** Salaries and goods & services for fall productive and to support student projects.

### Spindrifft

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$28,694	\$0	\$0

**Description:** Spindrifft is a literary magazine that solicits and publishes written and artistic work from students and community members annually.

**Request Purposes:** Student salaries, advisor stipend, and printing costs.

**Rationale:** No budget request submitted. If funding is needed it can be requested via ASG's mini-grant process starting in late September.

### Student Life

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation



<b>\$270,192</b>	<b>\$208,623</b>	<b>\$208,623</b>
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**Description:** Student Life creates dynamic co-curricular programs and activities that are invested in the transformation of all students. This program provides accessible opportunities for students to build community, develop critical skills, and engage the campus community.

**Request Purposes:** Full time Student Life staff salaries, student salaries, student leadership training, club support, facilitator stipends, and New Student Orientation.

**Rationale:** Salaries for 4 full-time staff positions and student salaries plus goods & services to support New Student Orientation and tech/printing support for clubs and student-focused events. S&A approved funding for the College to hire a 4<sup>th</sup> position if the College decides it is appropriate. S&A commits to funding the position moving forward or revisiting at such time as there is a vacancy.

**Theater Tech**

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
<b>\$24,576</b>	<b>\$0</b>	<b>\$0</b>

**Description:** The Theater Tech program supports the production of plays, musicals, concerts, and operas.

**Request Purposes:** Student salaries (theater technicians), building materials, set pieces, light and equipment rentals, etc.

**Rationale:** No budget request submitted. If funding is needed it can be requested via ASG’s mini-grant process starting in late September.

**Tutoring Services**

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
<b>\$64,249</b>	<b>\$33,332</b>	<b>\$33,332</b>

**Description:** Tutoring Services provides students with free one-on-one tutoring services in various subjects.

**Request Purposes:** Tutor salaries.

**Rationale:** Salaries for student and non-student tutors.

**CATEGORY III: Discretionary Funding**

**Mini-Grant**

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

**Description:** Mini-Grants are a supplemental funding source that clubs and programs can access through an application process that is managed by ASG.

**Request Purposes:** Salaries for performers, fees for vendors and rentals, food, and other supplies.

**Rationale:** Amount based on anticipated requests for fall quarter from active clubs and programs needing additional funding prior to winter 2023.

**Contingency Fund**

2021-2022 Allocation	Summer/Fall 2022 Requested	Summer/Fall 2022 Allocation
\$0	\$0	TBD

**Description:** The contingency fund is the S&A safety net, the most autonomous of the discretionary funds, and requires a vote of ASG to spend.

**Request Purposes:** Unexpected or unknown expenses during the year.

**Rationale:** Any remaining revenue from S&A that is not allocated for summer and fall 2022 will be moved into contingency fund to be allocated for winter and spring 2023.

# Recommendation

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As the college continues to navigate a gradual re-opening of campus, its impact on student participation in co-curricular activities and overall enrollment remain unknown. In order to remain most flexible and responsive to the evolving situation and our programs' needs, the S&A Committee has decided to allocate funding for summer and fall 2022 only at this time. After reviewing the \$876,341 in requests received, the committee recommends that the Board of Trustees approve the proposed \$851,672 in allocations. Based on a projected revenue of \$1 million and an anticipated budget of \$1.4 million (including up to \$400,000 from reserves) for the 2022-2023 academic year, the committee believes that this allocation will allow for ample funding remaining for winter and spring to support S&A programs.

Thank you,

## **2021-2022 Services & Activities Fee Committee**

Kate Nguyen, ASG Budget & Finance Officer  
Sunshine Cheng, ASG President  
Jesslyn Tilon, ASG Club Affairs Officer  
Joel Sitanggang, ASG Student Representative  
Maral Atayeva, ASG Club Affairs Officer  
Velizca Kwee, Student At-Large Member  
Sundi Musnicki, ASG Advisor

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF JUNE 22, 2022**

**TAB 4**

**ACTION**

**Subject: Board of Trustees 2023 Regular Meeting Schedule**

**Background**

The Board of Trustees conducted a first reading of proposed regular meeting dates for calendar year 2023 at its meeting of May 25, 2022.

**Proposed regular meeting dates and times for calendar year 2023**

<b><u>WINTER 2023</u></b>		
<ul style="list-style-type: none"> <li>•<b><u>January 25, 2023*</u></b></li> <li>•Regular Meeting: 4:30 PM</li> </ul>	<ul style="list-style-type: none"> <li>•<b><u>February 22, 2023*</u></b></li> <li>•Regular Meeting: 4:30 PM</li> </ul>	<ul style="list-style-type: none"> <li>•<b><u>March 15, 2023<sup>1</sup>*</u></b></li> <li>•Regular Meeting: 4:30 PM</li> </ul>
<b><u>SPRING 2023</u></b>		
<ul style="list-style-type: none"> <li>•<b><u>April 26, 2023*</u></b></li> <li>•Regular Meeting: 4:30 PM</li> </ul>	<ul style="list-style-type: none"> <li>•<b><u>May 24, 2023*</u></b></li> <li>•Regular Meeting: 4:00 PM</li> </ul>	<ul style="list-style-type: none"> <li>•<b><u>June 28, 2023*</u></b></li> <li>•Regular Meeting: 4:00 PM</li> </ul>
<b><u>SUMMER 2023</u></b>		
<ul style="list-style-type: none"> <li>•<b><u>July 19, 2023<sup>1</sup></u></b></li> <li>•Regular Meeting: 4:00 PM</li> </ul>		
<b><u>FALL 2023</u></b>		
<ul style="list-style-type: none"> <li>•<b><u>October 25, 2023*</u></b></li> <li>•Regular Meeting: 4:30 PM</li> </ul>		<ul style="list-style-type: none"> <li>•<b><u>December 6, 2023<sup>2</sup>*</u></b></li> <li>•Regular Meeting: 4:30 PM</li> </ul>

<sup>1</sup> Third Wednesday of the month.

<sup>2</sup> First Wednesday of the month.

\* Study session to precede regular meeting at 3:00 PM

**Recommendation**

It is recommended that the Board of Trustees take action on the proposed regular meeting dates and times for calendar year 2023.

Prepared by: Lori Yonemitsu  
Executive Assistant to the President  
Shoreline Community College  
June 17, 2022

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF JUNE 22, 2022**

**TAB 5**

**ACTION**

**Subject: Elect Board of Trustees Officers (2022-2023)  
•Chair •Vice-Chair**

**Background**

- The Board will elect from its membership the Chair and Vice-Chair. As specified by state law, the Secretary will be the President of Shoreline Community College, or their designee.
- The Board will elect the Chair and Vice-Chair at the regularly scheduled Board meeting in June, to serve for the ensuing year, from July 1 through June 30.
- The term of the office of Chair and Vice-Chair shall be for one year. The Board may elect the Chair to serve a consecutive term under extraordinary circumstances. Discussions concerning the extraordinary circumstances are to be held in a full Board open meeting.
- Traditionally, the responsibility as Chair and Vice-Chair will be rotated through all members in the order of appointment or reappointment.
- Traditionally, the Vice-Chair will move into the position of Chair of the Board, at the election of the Board.
- If a Board member does not wish to serve when their name is moved into officer position, the replacement will be the next senior Board member who qualifies according to the order of appointment or reappointment.
- Board members reserve the right to nominate candidates to stand for election in addition to those who qualify on the basis of the order of appointment or reappointment. This nomination process and discussion can take place only in an open meeting with a quorum of the Board.
- In the event of a vacancy in the office of the Chair, the Vice-Chair will succeed as Chair for the remainder of the unexpired term, plus the term for which they were elected. The Board will conduct an election to elect a new Vice-Chair at the next regular meeting after a vacancy has occurred. The new Vice-Chair will serve for the remainder of the unexpired term.

(Board Structure and Elections, 2020)

**Recommendation**

It is recommended that the Board of Trustees elect its Chair and Vice-Chair for 2022 – 2023 (July – June).

Prepared by: Lori Yonemitsu  
Executive Assistant to the President  
Shoreline Community College  
June 17, 2022