

College Council Agenda

Friday, June 8th 2018

RSB 30

Council Member Attendees: Jeffery Campbell, Lindsey Hoogkamer-Smith, Angel Delker, Marianna Asaturova, Erin Barzen, Hobac Tran, Rose Kolvart, Dieny Aras, Lawrence Cushnie, Dan Johnson, Seth Roback, Anton

(Quorum for today's meeting)

Guest Speakers: Laura Hopkins

Guest Attendees: 3 Pastry Students (Abby, Hue?, Caroline)

Secretary: Lily Allen

Begin: 9:02am

End: 10:25am

1. WELCOME AND INTRODUCTIONS

2. REVIEW AND APPROVAL OF MINUTES

- May 18, 2018
 - Approved

3. REGULAR BUSINESS

- Review new roster
- Letter sent to President's Cabinet/Peter Lortz

4. NEW BUSINESS

- Review of issues and work of 2017-2018
 - Archival
 - Website updated
 - OneDrive account continued to be used for archive
 - Elections
 - Appointed vacancies for the 2017-2018
 - Bylaws revised to include a position for BTS Faculty
 - 2018-2019 Elections completed
 - A full Council is in place for the next academic year.
 - Budget
 - Survey was created and sent out to campus community prior to the hearings to see what the community wanted to have included in the hearings.
 - Redesign of current Budget Hearing process to include more time and space for dialogue.
 - Hearing hosted on May 16, 2018
 - Letter to Interim President Peter Lortz drafted on May 18, 2018 and delivered on May 21st in time for the Cabinet Meeting on May 22nd.
 - Other items addressed
 - Sustainability on campus
 - Safety and security
 - Emergency preparedness
 - Food service on campus (food trucks)
 - Smoking on campus – led by student leaders/creation of Clean Air Task Force.
 - Class cancellations mid-year/budget issues
 - Conversations with Peter Lortz, Laura Hopkins, Rob'n Lewis
 - Conversation with Cindy Riche and Luv Sharma regarding IT redesign
 - Culinary department updates

4. NEW BUSINESS (Continued)

- 9:15 – 10:00am: Laura Hopkins, Interim Vice President of Instruction, review of Program Viability process.
 - North, Central and South has a process, but it wasn't standardized.
 - There was a new process developed in Winter 2017
 - Every Summer data is gathered, Fall analyses Winter, plan and Spring decision.
 - Data Gathering June-August
 - Level 1: Initial review at the end of August.
 - Student to Faculty ratios
 - All student types
 - State
 - International
 - Compare state average
 - Enrollment trends
 - Cost per FTE
 - Level 2: Deeper Review of Programs Flagged (September-December)
 - Conduct further assessment of identified program areas
 - Other institutional data
 - Labor market data
 - Information on similar program at local colleges.
 - Meeting with faculty and deans about the data
 - FTE- Full time equivalency
 - Students, what is the equivalent of 1 full-time student (a student who is taking 15 credits) not how many students, but how many students would create 15 credits (example: 3 students who take 5 credits each).
 - Level 3: Next Steps and Processes
 - VPI, Dean and Faculty conduct meetings
 - Program has the opportunity to come back with a new plan for the program. Process improvement plan.
 - Enhancements
 - Completion and retention data
 - Course success data
 - Further professional development and awareness

Question: If we cut something is there any way to be getting the programs back?

Answer: We didn't have a choice, with the current budget situation, it was necessary. The machining program was hot 15 years ago, and we had to let it go. Now, it is a thriving industry. But, we wouldn't have the money to sustain over the past 15 years. Maybe we need to let go to rebuild. Historically colleges can ride it out, but our situation is unique because the city of Seattle is changing. Utility and taxes are skyrocketing. Cost of living is expensive. We are very reliant on state funds, and have a small amount of local funds.

Question: There seems to be a breakdown in communication, where is the communication to the industry? Tom Douglas is hosting the farestart meeting, and the college isn't attending.

4. NEW BUSINESS (Continued)

Answer: Tom Douglas is not hosting that event, it is being put on by Seattle Colleges so I am not sure where you got that information. We are all going to meet about what we need to do the beginning of July. There needs to be a shift. What can we do? Industry is showing up now, but to be frank they hadn't been before. We used to have a TAC meeting for pastry only, but no one was showing up, so we had to merge it with culinary.

If a program closes, we are legally obligated to finish them out. We want to make sure the students can complete. We do have the option of partnering with another program to help students complete.

Question: Is there another process for exploring new programs?

Answer: Veronica Wade conducts a market analysis and we figure out what we need to be building.

Thank you Laura

- Schedule for the Fall College Council Meeting & 18-19 Academic Year
 - Doodle Poll will be sent out to figure out what time works for everyone.

Additional Discussion:

- Laura said that pastry was still enrolling students, they are not, and they turned away 15 students who were ready to enroll this quarter.
 - Well the process is they are trying to figure out what to do in regards to the pastry program. So if they were to allow new students to enroll they will need to help the new students complete the program which would sign them up for another 2 years. And with the unknown of the pastry program that wouldn't be the right thing to do.
- We had our first official Clean Air Task Force meeting, if you know anyone who is interested, send them my way.

5. ACTION ITEMS

- Schedule first College Council meeting for 2018-2019 Academic Year
- Lindsey to contact Web Services to update College Council website with new roster, minutes, and budget letter.
- Make sure we check in again about the AVP of EDI

NEXT MEETING:

TBD