

The Board of Trustees of Everett Community College met on September 19, 2017 at 5:00 p.m. in the Jackson Center Senate Room at Everett Community College.

Presidents update

President David Beyer welcomed everyone to the meeting. The Trustees have all received the final Year Seven Self-Evaluation Report for their review and we look forward to discussions about the accreditation site visit in October. Then he introduced Tammy Frankland, Executive Vice President of Instruction and Student Services. Tammy welcomed all new faculty and asked them to introduce themselves to the Board.

President Beyer thanked everyone. He commented that we are pleased they chose Everett Community College and look forward to working with all during what will be a busy and exciting year.

President Beyer then introduced Maria Peña for the presentation on the 5 Dimensions of Equity.

5 Dimensions of Equity

Maria Peña introduced Omar Marquez, Sean Gehrke, Anne Brackett, and Kristine Washburn. Maria started the presentation discussing the development of an equity framework which includes engagement, the 10 point equity framework, Guided Pathways, and a faculty perspective. Kristine and Anne shared their perspective as faculty members.

Sean discussed equity from a data standpoint and disaggregating data focused on systems not individuals. He discussed what equity would look like from a data perspective and what our data shows. The ultimate goal with equity is increasing success while eliminating inequities. Sean discussed data relating to credits earned, historically underserved racial and ethnic groups compared to college averages, pell-eligible compared to non-pell eligible students, and a few data points on EvCC employees.

Omar discussed the 5 Dimensions of Equity: Aspiration, Access, Achievement, Economic Progress, and Engagement. He discussed how to operationalize and access equity by keeping data in mind, bridging the Dimensions, understanding assessment, developing equitable objectives, and holding the vision of the Dimensions.

Maria concluded with the message that equity is a top priority at EvCC both on and off campus. Equity is a journey without end – it is an every day act.

The Trustees thanked Maria and her team for their presentation on this important priority.

President Beyer commented that this presentation is remarkable for so many reasons including the quality of work and the commitment of those leading Guided Pathways. He recognized the hard work they have all put in this last year and how important it is moving forward.

Roll call

Vice Chair Toraya Miller called the meeting to order. Present for the meeting were Trustees Betty Cobbs, Toraya Miller, Gigi Burke, and Bob Bolerjack. Also present were President David Beyer, Recording Secretary Melissa Geraghty, Assistant Attorney General Roslyn Sterling, Student

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Representative Tina Te, Classified Representative Dan Murphy, Faculty Representative Mike VanQuickenborne, Faculty Council Representative Steven Tobias, faculty, staff, students and administrators.

Reports from the Board

Trustee Betty Cobbs reported that the Ribbon Cutting ceremony for the new WSU building was well done and well attended.

Trustee Gigi Burke reported that at the WSU Ribbon Cutting ceremony, Dr. Beyer's remarks tied our two institutions together. She extended a welcome to all the faculty at tonight's meeting.

Consent Agenda

MOTION 01-09-2017 Betty Cobbs moved for approval of the consent agenda. Gigi Burke seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Tina Te had members of the ASB Executive Council introduce themselves. In attendance were Jenna Mohr (VP of Budget & Finance), Travis Felver (VP of Clubs), and Riza Hassan (VP of Administration). Yihua Tan (VP of Public Relations & Student Involvement) was unable to attend. Tina reported the all-gender bathrooms on the second floor of Parks have opened. The Library bathrooms will open next week. Welcome week was last week for new and returning students. They processed over 850 student ID cards. E-Council hosted a movie on the lawn with 150 students attending and collected 400 donated cans for the food pantry. The food pantry grand opening will be on October 3 at 2pm. The Student LIFE office remodel is expected to be done October 9. Come by to see the progress!

Classified Representative

Dan Murphy recognized and welcomed all new faculty members. He reported to the Board on a successful classified union breakfast during opening week. More attended this year. The overall message was solidarity but beyond that it was about community and camaraderie, and that being part of the union gave all there a sense of belonging to something bigger. Dan reported that he is retiring so this is his last Board meeting. He thanked the Board for their hard work, time and commitment as it sends a positive message that they value their role at the college. He commented that it has been a privilege to be part of this institution and change lives to make things better for students and the community.

The Board thanked Dan for his work at the college and wished him well.

Faculty Representative

Mike VanQuickenborne corrected a fact that was stated in the earlier presentation regarding graduation requirements relating to math classes. He reported students can meet graduation requirements by either passing a college-level math class or by taking Philosophy 120. He then

reported to the Board that after negotiating with the college for six months, the last meeting with a mediator from the Public Employees Relations Commission went poorly. There were two points he addressed. The first is that after hearing about the college being interested in giving faculty raises, they were told there was no money available to increase faculty salaries. The other point was that the suggestion to roll over the contract for two more years is unacceptable. Faculty are wearing buttons that say a cost of living adjustment (COLA) is not a raise. Mike quoted a *Seattle Times* article on rising housing costs in King and Snohomish counties as an example of the pressures that affect faculty. He stated that the President's update of last week presented a positive financial position for the college with growing enrollment numbers. As negotiations continue, he stated that Associate Faculty teach 60% of all courses and are almost 70% of all faculty employed by the college. They make less than \$40,000 if they teach three courses for three quarters. Senior Associate Faculty make less than \$45,000 for teaching a full course and holding office hours. He stated that the resistance from the college to pay a decent wage when the president's salary has increased, over the same four years that this contract has been in place and salaries frozen, is unacceptable. The other button faculty are wearing is "Support our Counselors" as a reminder that major changes are coming to the Counseling Center. Mike discussed two accreditation recommendations from our last accreditation site visit in 2010: 1) to implement a program to strengthen advising support with communication between faculty and staff, and with specific responsibilities defined, and 2) to define roles of administration and faculty in governance and participate in institutional planning and policy formation. The changes coming to the Counseling Center have had little input from counselors or faculty and were made without consulting faculty that are affected by the moves. Mike stated that our counselors, above all, are focused on students. At the last accreditation visit in 2010, we had ten counselors; now we have four. They want the college to support the counselors, not reduce their roles.

He closed by stating there are two messages they are united in that he would like to convey: a COLA is not a raise and they want the college to support our counselors.

The Trustees thanked Mike for his report.

Faculty Council Representative

Steven Tobias reported to the Board that he is going into his seventh year of teaching at the college. This evening, he would like to talk about his colleagues and brag about them a little bit. Earlier in the week, he asked colleagues for information of how they have been involved in the last year, above and beyond teaching. He was stunned by the volume and breathe of the responses he received. He gave a list of activities that he condensed in the interest of saving time and noted that most of these activities are not covered by contract, so are not compensated activities.

The Trustees thanked Steven for sharing this remarkable list and acknowledged how impressive our faculty is at EvCC.

Review and Take Action on Nomination for Transforming Lives ACT Award

David Beyer presented to the Board for their review and approval the nomination for the 2017/18 Transforming Lives ACT award. One student from each Washington state community and technical college will be nominated by the local board of trustees for the ACT Transforming Lives Award. Five awards will be given statewide.

Nominations must come from the student's Board of Trustees and be based on the following criteria:

- The nominee may be either a current or former Washington community or technical college student who has completed or has made significant progress toward completing a degree or certificate.
- The nominee must have a compelling story about how he/she overcame barriers to achieve his/her higher education goals and how the education and support he/she received at a Washington community or technical college transformed his or her life (i.e., new employment, self-sufficiency, etc.).

This year's prospective EvCC nominee is Hajer Al Faham. Her complete nomination materials are due September 18; John Olson will coordinate with the board chair to complete the required paperwork. Hajer is an alumnae of EvCC, and worked as an Americorps Retention Project Coordinator with the college as well. She continued her education, graduating summa cum laude from Seattle University with a BA in political science. She received several awards during her time at SU, and is now in graduate school in Pennsylvania. Hajer is an active writer, mentor, and scholar well deserving of this award.

Recognition of our students at the state level will send a positive message to students about the value of their education. Sharing the stories with legislators is also part of the communications plan – this is done both by the trustees' association and by individual colleges.

MOTION 02-09-2017 Bob Bolerjack moved that the Board of Trustees approve the nomination for Transforming Lives ACT Award. Gigi Burke seconded the motion and the motion passed unanimously.

Review and Take Action on Public Records Policy (revised)

President David Beyer asked that the Board review and approve the revised public records policy. This is a revision to our current Public Records Policy. The purpose of the revisions is to comply with EHB 1595 which enacted new requirements for charging for records under the Public Records Act (PRA). The effective date for EHB 1595 was July 23, 2017.

Section 3 of EHB 1595 amends RCW 42.56.120 to provide that an agency need not calculate actual copying costs "if it has rules or regulations declaring the reasons doing so would be unduly burdensome." In that case, the agency can use the PRA default fee schedule. This Section 3 also amends RCW 42.56.120 to require providing a PRA default copying fee schedule, including an optional flat fee, under which the agency may charge. Upon request, an agency must provide a summary of the applicable charges before copies are made. Changes to our current Public Records Policy include adding a new section titled "Charges for Public Records."

These changes will bring us into compliance with EHB 1595 and allow us to charge for the production of documents responsive to public records request.

MOTION 03-09-2017 Betty Cobbs moved that the Board of Trustees approve the revised Public Records Policy. Gigi Burke seconded the motion and the motion passed unanimously.

Environmental Scan

Sean Gehrke presented to the Board the 2017 Everett Community College Environmental Scan. The Environmental Scan gathers data to inform institutional decision-making. It addresses social demographics and labor market considerations in our service area, as well as high school trends in our feeder schools/districts. It also examines two populations of interest for 2017, international students and Running Start students, and discusses key shifts in higher education in 2017. The Environmental Scan will help inform institutional planning and investments in outreach, Strategic Enrollment Management, Guided Pathways implementation, dual enrollment and international programs, and equity and social justice efforts.

Sean gave a brief overview of the Environmental Scan covering social demographics, labor market considerations for King and Snohomish counties, service area high schools, populations of interest for International students and Running Start students, and the 2017 key shifts in higher education.

First Review of Accessible Technology and Media Policy (new)

Jeanne Leader and John Melson presented to the Board the new draft of the Accessible Technology and Media Policy. In late 2016, the Washington State Office of the Chief Information Officer adopted Policy 188 (subsequently revised May 2017); around the same time, SBCTC added its own Accessible Technology Policy to the SBCTC Policy Manual, Section 30.20.30B. Along with existing federal and state laws, including the Americans with Disabilities Act, RCW 28B.10.912, and RCW 49.60, these new policies require colleges to provide “appropriate, effective, and integrated access to technology for students, employees, and the external community.” In particular, Policy 188 requires that all state agencies immediately adopt and publish an institutional accessibility policy.

As part of efforts to comply with Policy 188, members of EvCC’s Accessible Technology and Digital Media Committee have drafted a policy that is now presented for review. This draft reflects both the formal requirements and the intent of relevant federal and state laws, as well as both state policies referenced above. The deadline set by Policy 188 for agencies to adopt their own accessibility policies was June 30, 2017.

Implementing the proposed policy is likely to require significant time and effort on the part of employees, especially for training and adapting to new procedures that may be developed (e.g., procurement of technology). As accessibility procedures resulting from this policy are developed, the discovery of specific College-wide needs and resource gaps may prompt future requests for funds or new resources, particularly for closed captioning services, website accessibility tools, and accessibility support staffing. If adopted, this policy will have the effect of improving the accessibility of information technology and digital media at the College. It will require the College to develop procedures for ensuring that information technology, electronic media, and web resources procured, developed, or used at the College meet state-mandated accessibility standards. It will also require the College to develop a process for receiving and responding to accessibility-related complaints.

Andrew Wahl then asked to comment. He reported there is a national level white paper that discussed student media being exempt from accessibility procedures. The Board will review that information and take it into consideration when reviewing the policy at the November meeting.

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Executive Session

At 7:10pm, the Board adjourned into an Executive Session to discuss with legal counsel legal issues related to potential land acquisition. No action will be taken. Executive Session will conclude at 7:40pm. The Board meeting will adjourn immediately thereafter.

Adjourn

Meeting adjourned at 7:40 p.m.

Toraya Miller, Vice Chair
Board of Trustees

David N. Beyer, Secretary
Board of Trustees