

The Board of Trustees of Everett Community College met on October 24, 2011 at 5:00 p.m. in the Board Room at Everett Community College.

Presidents update

- Jennifer Howard introduced our new employees
- Carrie Wyatt introduced the Phi Theta Kappa Leadership Team
- Larry Walker, Athletics Director, introduced EvCC's Baseball team
- Patrick Sisneros reported on the City of Everett Monte Cristo Award, which recognizes homes and businesses that take pride in their property. The Board thanked all those who have worked so hard to make the campus look the way it does now.

Roll call:

Chair Betty Cobbs called the meeting to order. Present for the meeting were trustees Tom Gaffney, Gene Chase, Gigi Burke and Chair Betty Cobbs. Also present were President David Beyer, Assistant Attorney General Scott Majors, Recording Secretary Cheryl Blackburn, Faculty Representative Tom Gaskin, Student Representative Emily Harrington, Faculty Council Representative Elliot Stern, and 16 faculty, staff, and administrators.

Report from the Board

Chair Betty Cobbs reported on the following:

- Providence Regional Medical Center Award – Council for Resource Development: Beneficiary Award – The College nominated Providence Regional Medical Center for this award. The award will be presented to Providence in Washington DC on November 11, 2011.
- Betty Cobbs acknowledged Tom Gaffney, who is at the end of his term, for his years of service to the College since 2002. Tom has served as Board Chair, a member of the Audit Finance Committee and has been inspirational in bringing Providence Hospital and the College together.
- Transforming Lives Award (TACTC Award) which recognizes current or former students who have had their lives transformed by attending a Washington state community or technical college. Each college will submit one nomination who will attend and be honored at the Transforming Lives Awards dinner on January 22, 2012
- Announcement of new Board member – Governor Gregoire has appointed Janet Kusler of Snohomish as our next Board member. Janet owns and operates Kusler's Pharmacy, is a graduate of WSU and has served on various boards and is especially involved with education
- TACTC Fall Conference – Chair Cobbs and Trustee Chase reported on the fall conference that was held on October 18, 2011.

Consent Agenda

MOTION 01-10-2011

Gigi Burke moved for approval of the minutes from the September 20, 2011 board meeting and to adopt Resolution 2011-10-01 Designation of Signature Authority, to update approved signatories for college depository accounts and Treasury Management Services. Gene Chase seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Emily Harrington reported that there will be a Halloween costume contest on October 31st, Legislative Academy will be held on November 18th and 19th and on November 11th there will be a five-star consortium meeting for students. The Student Senate will meet on Friday, October 28th to work on senate goals and they are just five away from having a full senate. The students continue to enjoy the Café space but would like better access and are working with Patrick Sisneros on that issue.

Faculty Representative

Tom Gaskin reported that they are in the process of negotiating a voluntary retirement program for this year and he reported that Pat Settler received a national award for educator of the year. He also thanked Tom Gaffney for his dedication and time on the Board.

Classified representative

No Report

Faculty Council Representative

Elliot Stern reported that the faculty forum will have their first meeting on October 25th and will be discussing grading system, how to facilitate better professional development for faculty with the current fiscal and budget constraints, and how to go about being better advisors.

Approve Academic Calendar (2012-2013 and 2013 – 2014)

Jennifer Howard, Vice President of Administrative Services reviewed the Academic Calendar for 2012-2013 and 2013-2014 with the Board.

MOTION 02-010-2011

Tom Gaffney moved for approval of the Academic Calendar for 2012-2013 and 2013 and 2014). Gigi Burke seconded the motion and the motion passed unanimously.

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Policy Review

Jennifer Howard, Vice President of Administrative Services reviewed with the Board the Civility Statement Policy and the Copyright Policy that will be presented as action items at the Board's next meeting.

The Statement on Civility and Community serves as a reflection on shared values that inform our daily interactions as a college. It provides a structure for responding to others with respect and without judgment and at the same time gives us all a context for teaching and learning. Students, faculty, administrators, and staff members may differ widely in their specific interests, in the degrees and kinds of experiences they bring to EvCC, and in the functions which they have agreed to perform. The Statement is relevant to all EvCC community members, regardless of their professional functions or the setting in which they work, teach or learn.

The Statement on Civility and Community is not a set of rules that prescribe how we should act in all situations. Conflict and differences of opinion exist within all communities, and values find expression in individual ways. The Statement provides community members with a tool to address these differences with respect while informing and enhancing dialogue.

This Statement on Civility and Community is not intended to limit freedom of speech, intellectual or academic freedom.

We honor the right of expression as a hallmark of learning, and we treasure intellectual freedom even when individual or group points of view are controversial or out of favor with prevailing perspectives. Individuals should not feel intimidated, nor be subject to reprisal for, voicing their concerns or for participating in governance or policy making.

Jennifer reviewed the proposed Copyright Policy. Everett Community College expects all students and employees to comply with applicable federal, state, and local laws governing copyrighted materials which grant authors, publishers, and creators control over the copying, distribution, transmission and performance of their original works. Everett Community College recognizes the importance of the Fair Use doctrine (section 107 of the U.S. Code Title 17 on Copyright), and its responsibility to provide information and guidance in support of teaching and learning.

Student Success Report – EvCC's Tutoring Center

Sandra Fowler-Hill, Vice President of Instruction and Student Services reported that EvCC's Tutoring Center provides important resources for student success, including drop-in tutoring, scheduled individual tutoring, course-based supplemental instruction/study groups, e-tutoring, and textbook check out for use in the Tutoring Center.

These services have a significant impact on student achievement. In terms of Student Achievement Initiative points earned in 2008-09, for instance, students utilizing Tutoring Center services were responsible for 1751 points, or 16% of the total points earned for the year by all EvCC students.

In 2010-11, the number of students served each quarter increased over the same quarter in the previous year. The average quarterly GPA for tutoring students was 2.77 Fall 2010; 2.49 Winter 2011; 2.27 Spring 2011; and 2.82 Summer 2011. Data indicates that frequency of tutoring has an obvious impact on GPA, with students who visit the Center more often earning a higher number of A's and failing or withdrawing from classes at a lower rate than those students who visit less often.

Supplemental Instruction (SI) coordinated through the Tutoring Center also demonstrates remarkable benefits for students. In the Fall 2010 Biology-211 course where SI was offered, students who participated in SI earned an average GPA in the course of 2.38, compared to a 0.83 average GPA for those who did not participate; 82.1% of SI students earned a C or better in the class, while only 33.3% of non-SI students earned a C or better. In the Winter 2011 Biology-222 course with SI, 86.7% of students earned a C or better, with 77.8% of non-SI students earning a C or better; in the Spring 2011 Biology-223 with SI, 93.3% of SI students earned a C or better, while only 69.2% of non-SI students earned a C or better. (Note: 86.7% of students enrolled in Biology-211 chose to participate in SI, while Biology-222 and 223 had approximately half of students participating in each class.)

Tutoring Center services have a measurable impact on student success, and EvCC is working to increase student access to these resources with support from the Board of Trustees.

The Board allocated \$54K to the Tutoring Center at their September 2011 meeting. These funds are being used as follows:

1. Hired Classroom and Instructional Tech II at 80% for 9mos.
This person has been assigned to do Supplemental Instruction in Engr Physics I and II, conducting study groups for Engr 120, and increasing capacity for physics, chemistry, and math in the Drop-In Center.
2. Placed expert tutors in our Monroe and Tulalip sites, which required increasing coverage by peer tutors in the Drop-In Center.
 - Tulalip: 4 hours a day, two days per week (working with GED, accounting, CL-101)
 - Monroe: 2 hours a day, two days per week (working in math)
3. Formed study group for Math 151 that meets two days/week
4. For Winter and Spring 2011
 - Provide Supplemental Instruction in biology and chemistry classes that have not had this support in the past.
 - Expand subjects we support in the e-tutoring consortium which provides on-line tutoring support in concert with 31 other colleges.

As student access to Tutoring Center services increases, the number of Student Achievement points attributable to tutoring students will increase. More importantly, student performance and GPA's will improve, driving improved student retention and completion.

Student Success Proposal

Sandra Fowler-Hill reported that at their September 20, 2011, Board meeting, the Board of Trustees approved a proposal for funding of initiatives to improve student success in terms of retention, completion, and momentum point achievement as a priority for 2011-12. They requested a supplemental proposal for funding additional work that will make an immediate difference in these measures and contribute significantly to increasing students' ability to persist and achieve their higher education goals. Additional long term projects will be determined through the strategic planning and Achieving the Dream planning year data analysis processes, but the college has identified several best practices that will positively impact student success. These include:

- Additional availability of tutors and supplemental instruction, especially in STEM fields
- Library copies of high-cost textbooks for high-enrollment gatekeeper courses
- Production of segmented video for mandatory online college orientation
- Development and implementation of a one-credit orientation course that will result in improved knowledge of college resources and a completed academic plan for each student

The total funding amount requested is \$150,000.

Board investment in Student Success demonstrates their commitment to our students to both the campus and the community. Ultimately, these investments will result in increased student retention and completion rates as well as increased Student Achievement Initiative momentum points.

- Additional full-time tutor in high-need STEM discipline and coordination of peer-led study groups in gatekeeper courses. Funding will also be used for text books for tutoring sessions and other tutoring supplies.

Cost: \$ 65,000

- Library sets of high-cost text books for high-enrollment gatekeeper classes. Free availability of text books during library hours will significantly improve performance of low income students who often struggle to pay for books.

Cost: \$ 25,000

- Implementation of national best practices in student orientation
 - Production of segmented video for use as part of EvCC's mandatory orientation process. By requiring students to view each section and answer questions based on the information presented, this interactive video will ensure students receive essential instruction on accessing college resources that improve their chances of completion.

Cost: \$ 25,000

- Development and implementation of one-credit college success course. In year one, a minimum of 15 sections of this course will be offered. The course will include information on college resources such as tutoring and financial services, study skills, and advising. The final project for every student will be a completed academic plan.

Cost: \$ 35,000

MOTION 03-10-2011 Gene Chase moved for approval to allocate \$150,000 as proposed in the above plan. Gigi Burke seconded the motion and the motion passed unanimously.

New Board Member Orientation Discussion

Chair Betty Cobbs reported that staff created a manual for new trustees to assist them in learning about the college system. Janet Kusler will be invited to campus to meet with Board members and vice presidents prior to the next Board meeting.

Executive Session

At 7:00 p.m. Chair Betty Cobbs adjourned into executive session to discuss personnel and property issues. She stated that no action would be taken.

Adjourn

Meeting adjourned at 7:30 p.m.

Betty Cobbs, Chair
Board of Trustees

David N. Beyer, Secretary
Board of Trustees