

The Board of Trustees of Everett Community College met on December 13, 2011 at 5:00 p.m. in the Board Room at Everett Community College.

### **Presidents update**

Club Advisor, Rhonda Hansen presented information on the Splice Club (Serving Parents with Limited-Incomes for College Education) which promotes unity and support among students, encouraging goal attainment and providing social, as well as, other services. A winter holiday party for the children of low-income students was held on December 8<sup>th</sup> with over 130 people in attendance and gave out about 75 gifts to children. The Splice Club continues to be a great support system, providing good resources and mentoring to students

### **Roll call:**

Chair Betty Cobbs called the meeting to order. Present for the meeting were trustees Gigi Burke, Janet Kusler, Gene Chase and Chair Betty Cobbs. Also present were President David Beyer, Assistant Attorney General Scott Majors, Recording Secretary Cheryl Blackburn, and thirteen faculty, staff, and administrators.

### **Report from the Board**

Chair Betty Cobbs asked John Bonner to give an update on the strategic planning process which had a campus wide kickoff last week. John provided the Board with a list of the Strategic Planning Council members and also reported on the community engagement events which will be held on February 8 and 9, 2012 and March 13 and 15, 2012.

### **Consent Agenda**

#### **MOTION 01-12-2011**

Gigi Burke moved for approval of the minutes from the November 15, 2011 board. Janet Kusler seconded the motion and the motion passed unanimously.

### **Reports to the Board**

#### **Student Representative**

No report

#### **Faculty Representative**

No report

#### **Classified representative**

No report

#### **Faculty Council Representative**

No Report

**Copyright Policy**

Jeanne Leader, Dean of Arts and Learning Resources presented to the Board the revised Copyright Policy for the College which 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

**MOTION 02-12-2011** Janet Kusler moved to approve the Copyright Policy. Gigi Burke seconded the motion and the motion passed unanimously.

**Transforming Lives TACTC Award**

John Olson, Vice President of College Advancement explained the selection process where one student from each college will be nominated by the local board of trustees for the TACTC 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.).

Teresa Weldon was selected because she is transforming her life with the help of Everett Community College. As a single parent, Teresa has recognized the value of education and has followed the pathway from short-term certificates to an associate's degree in pursuit of her goal of obtaining a bachelor's degree in Human Services.

**MOTION 03-12-2011** Gene Chase moved to approve the nomination of Teresa Weldon for the TACTC Transforming Lives Award. Gigi Burke seconded the motion and the motion passed unanimously.

**Student Success Report – Student Focus Groups**

Heather Bennett, Executive Director Resource Development reported that on November 16-17, 2011, five members of the EvCC Achieving the Dream Data Team participated in focus group facilitation training conducted by a consultant recommended by Achieving the Dream for his past focus group work around improving student success. In each of the focus groups, the facilitator asked the student participants about challenges they faced at EvCC; what they felt they needed to know and needed to do to overcome those challenges; and what EvCC could improve with regard to those challenges, as well as what the college is currently doing well to address those issues.

The purpose of focus group work is to follow the analysis of quantitative data that reveal what the gaps are with a direct data collection from students to discover the underlying barriers that create those gaps. Based on the quantitative data analyzed in the last few months, the Data Team decided to focus on challenges students face in completing pre-college math and English. Due to difficulties in recruiting students currently enrolled in these courses, the focus groups conducted as part of the training exercises instead addressed challenges that first year students face in completing their first quarter at EvCC. The following challenges were mentioned by students in multiple focus groups:

# of Focus Groups where the challenge was mentioned (out of 6)	Challenge
6	Course Offerings/Availability, Registration
5	Financial Aid
4	Understanding/Finding Resources
4	Work-Life Balance
4	Time Management
4	Parking
3	Other Transportation (incl. buses)

The most frequent suggestions for what the college could do better to address these challenges include increased advising, improved orientation, and “first year experience” college success and/or study skills classes. Development and implementation of several of these initiatives are currently in process with funding approved by the Board of Trustees in November.

It is important to note that focus group results should not be used to draw conclusions about the student body as a whole. In this particular sample, students were drawn from one subset of the student population (student activities-related), the sample size was small (39), and a number of students showed up to more than one focus group.

**Investment Report and Policy**

Jennifer Howard, Vice President of Administration met with the Board's Audit Finance Committee and discussed exploring the possibility of investing in eligible investments for public funds. EvCC currently has approximately \$13 million invested in the Local Government Investment Pool (LGIP). Many of our community colleges have invested in US Govt Agency bonds for years.

**The change in our investment procedures would require a concurrent change in our policy.**

The change is:

*Current policy language:* It is the policy of Everett Community College to manage college investments to improve the college's financial position **within the limits imposed by the Public Deposit Protection Act**, which delineates the types of investments appropriate for public agencies.

*Proposed policy language:* It is the policy of Everett Community College to manage college investments to improve the college's financial position **within the limits of state law**, which delineates the types of investments appropriate for public agencies.

**MOTION 04-12-2011** Gigi Burke moved to approve the policy language change of: It is the policy of Everett Community College to manage college investments to improve the college's financial position **within the limits of state law**, which delineates the types of investments appropriate for public agencies. Janet Kusler seconded the motion and the motion passed unanimously.

**Adjourn**

Meeting adjourned at 6:10 p.m.

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Betty Cobbs, Chair  
Board of Trustees

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David N. Beyer, Secretary  
Board of Trustees