

The Board of Trustees of Everett Community College met June 21, 2011 at 5:00 p.m. in the Olympus Board Room at Everett Community College.

Briefing by the President

University Center

- In 2010-11 there were 588 students enrolled which is a 25% increase from the prior year.
- Data is not yet final but indicates that between 50-70% of the graduates from partner undergraduate programs previously earned credit and associate degrees from EvCC
- In 2011-12 we added or renewed articulation agreements including Temple University in Tokyo for International Business, CWU for Aviation Management, Criminal Justice and Computer Information Systems for the University Center's ITAM program.
- St. Martins University completed the first year of a 2yr cohort program in Mechanical Engineering and UWB completed first year of its RN to BSN degree program at the Center

Corporate and Continuing Education Center

- Basic Electronics Troubleshooting: Developed this program in response to Boeing's need for Aviation Test Technicians. Boeing recruits out of the program to fill staffing needs on the 787. Also wrote two grants for dislocated workers to complete the training.
- Esterline-Korry. Awarded one of the largest Job Skills grants of the year to support a comprehensive employee training program with this aerospace company. Completed the training this month.
- Small Business Accelerator. Launched and successfully completed (graduation was last week) this innovative 10-month program serving 17 small business owners. The program fills a critical need in the community to serve 'tier 2' small business, with owners that have about 10-15 years experience. Each company sets goals to at least double the size of their business within 5 years and is supported through one-on-one coaching, training, and networking. This growth supports job and tax revenue creation for the local community.

Foundation

- EvCC Major Gifts Campaign reached the \$250,000 mark in cash and pledges; combined with the \$790,000 in in-kind contributions the campaign's early phase is over \$1.0 million.
- Marketing efforts have expanded to include the use of more social media; we've added a reader board on Broadway; we've made targeted marketing investments in Monroe, and aired new television commercials that are timed to promote the college during pre-registration periods quarterly. Efficiencies in class schedule and catalog production have returned \$50,000 to the College budget.
- Four new Board members joined the EvCC Foundation, helping us put on two major fundraising events (Gusto! and the Leadership Breakfast) which garnered the Foundation close to \$100,000 in operating revenue - \$60,000 of that total goes to the College per the agreement between the two entities.

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Administrative Services

- Purchasing Department kicked off using an online purchasing system this spring. E-Requestor is the new system for EvCC.
- Human Resources took on the Student Job Center and is working with Boeing to learn how best to support students who apply for work at Boeing.

College Services

- Opening of the Student Fitness Center
- Opening of the Parks Café
- Installation of Campus Signage

Resource Development

- In 2010-11, EvCC was awarded nearly \$2 million in new grant funding. The college received approximately \$6.8 million in annual grant funding in 2010-11, which represents a 50% increase over 2009-10.
- Indirect funding from grant awards tripled, which permitted the hiring of two new grant writers and one additional half-time grants & contracts accountant to support continued growth of EvCC's grants portfolio.
- Significant awards for the college include the Hospital Employee Education and Training grant from SBCTC in partnership with Providence Regional Medical Center (\$319K), Emergency Management Planning (\$425K), and funding from College Spark to support EvCC's participation in Achieving the Dream (\$550K). Our contract for an Advanced Technology Education grant from the National Science Foundation in partnership with Snohomish High School is pending (\$800K).

Instruction/Student Services

- Captured grant dollars to begin and strengthen the health sciences and nursing programs for the college's service area. This has also spooned the Healthcare Pathways Center to increase our reach to the communities of color, non-native speakers of English and internationally trained health care providers and implement an evening cohort.
- Assumed the Center of Excellence and relocated to Paine Field
- Opened East County Campus and expanded daytime offerings in Monroe
- Implemented Mandatory Advising for students with all the faculty
- The high school math placement project was a huge step forward in so many ways, not the least of which was the relationships that we built with local high school math faculty and administrators.

Roll Call

Chair James Shipman called the meeting to order. Present for the meeting were trustees Tom Gaffney, Gene Chase, Chair James Shipman, Vice Chair Betty Cobbs, and Gigi Burke. Also present were President David Beyer, Assistant Attorney General Scott Majors, Recording Secretary Cheryl Blackburn, Faculty Representative Tom Gaskin, Classified Staff Representative Max Phipps, Student Representative Stephanie Kermgard, and fifteen faculty, staff, administrators and students.

Consent Agenda

MOTION 01-06-2011

Gigi Burke moved for approval of the minutes from the May 17, 2011 Board meeting. Tom Gaffney seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Stephanie Kermgard reported that this is her last Board meeting and that it was a pleasure to represent the students as their ASB president. Graduation went very smoothly and the students enjoyed having it at the Fitness Center. The Executive Council for next year will be: Emily Harrington, ASB President, Teresa Weldon, ASB Vice President of Administration, Yeji Pak, ASB Vice President of Public Relations, Nancy Goforth, ASB Vice President of Clubs and James Swartz, ASB Vice President of Budget and Finance. The Board thanked Stephanie for her great leadership and enthusiasm as ASB president.

Classified Representative

Max Phipps reported that they continue to negotiate their next contract and will be in a position of having the current contract expire in eight days but there will still be in place terms and conditions. The 3% reduction in classified salary that is stated in the State budget has not been agreed upon and will still need to be negotiated. There is currently a demand to bargain grievance regarding the outsource of some television commercials.

Faculty Representative

Tom Gaskin thanked Administration for doing a great job on the budget during tough economical times. He also thanked President Beyer for putting \$5,000 back into professional development. They are putting the final touches on the turnover savings that were included in the State's budget and he will be attending the State Board meeting tomorrow as the AFT representative.

Foundation Update

John Olson, VP of Vice President of College Advancement and Executive Director of the EvCC Foundation gave an update to the Board and reported that the Foundation's fundraising activities continue with an emphasis on the major gifts campaign.

- The focus of the campaign in the next several months will be to wrap up the family division. Upon completion of the legislative session, executive awareness sessions and lead gifts division work will resume.
- The target has not been set, but the working number remains in the \$5-7 million range in cash, pledges, and in-kind equipment payable over the next five years. Current figures for cash are in the \$250,000 - \$350,000 range (with much of that in planned giving); current figure for equipment is around \$750,000 (primarily the airplane rudder assembly)
- Will be able to provide an increase in scholarships starting this fall

Presentations from Recent Travel to Japan and China

Mayumi Smith, Christine Kerlin, Lynne Munoz and Sharon Buck reported on their November 2010 trip to Japan to visit universities, colleges and business in Japan for the purposes of establishing partnerships that result in internships for EvCC students, expanding the basis of global themes in the business curriculum, and developing or renewing articulation agreements for student exchange.

Steve Lyons, lead electrician presented a slideshow of his trip to China with the Everett Chamber last fall with a focus on different and more efficient ways of electricity and transportation

Visakan Ganeson presented his trip to China with President Beyer last November to advance international initiatives. They visited students at 17 schools conducting presentations and seminars and signed 3 memos of understanding during the trip. The schools they visited were in Zhucheng, Changle, Weifang, Zibo, Zichuang, Zouping, Huangshang, Beijing and Tangshan.

In April, Visakan Ganeson, Sandra Fowler-Hill and faculty members Eric Davishal and Lynne Munoz visited China and signed two memos of understanding and one agreement for services. They also visited the Civil Aviation Management of Institute of China to further discussions with EvCC and Central Washington University. Lynne Munoz and Eric Davishal met with Beijing Union University staff to further discussions on the 1+1+2 program.

Review of the 2011-12 General Fund Operation Budget

Jennifer Howard, Vice President of Administration reviewed the proposed 2011-12 General Fund College Operating budget to the Board. Due to the extended legislative session and the required action(s) by the State Board for Community and Technical Colleges to allocate state funds to college districts (the State Board will execute these actions at their June 23' 2011 meeting), a special meeting of the Board will occur on June 27, 2011 to execute formal action with respect to the college's 2011-2012 budget.

Index Hall Replacement – Health Sciences Facility Update

Patrick Sisneros, VP of College Services reported that the Index Hall Replacement Project is a 70,000 gross square foot project that includes critically needed new space for classrooms, labs, faculty offices and support space for the College's health science programs. The space will closely simulate the environment in hospitals, clinics and other health care settings. The new facility will more than double the square footage currently assigned to these programs and will house the Providence Hospital Access Clinic. The facility will address the demand for increased Nursing and Health Professions programs in response to employment needs in the community.

The building will be located south of the Student Fitness Center and will be the College's first building on N. Broadway. Construction is anticipated to begin in August. Classes are anticipated to begin April 2013.

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The project was funded in the 2011-2013 State Capital Budget at 85% of the requested level, creating a \$5,847,313 shortfall.

The College recommends implementing the following strategies to cover the budget shortfall:

- a. Reduce construction and design contingencies by \$847,313
- b. Use local funds ---\$4 million COP which replaced fund balance for CCEC remodel.
- c. Use \$500,000 Providence land swap proceeds previously set aside for Jackson Park development. (Jackson Park project is 5-7 years out.)
- d. Request a \$500,000 COP for FF&E (as was done with Whitehorse Hall).

Approve Continuing Resolution 2011-06-01 to Extend AFT Contract

Jennifer Howard, Vice President of Administration presented that Everett Community College and the AFT have agreed to extend the Collective Bargaining Agreement by and between Everett Community College and the American Federation of Teachers, Local 1873, which expires June 30, 2011, maintain the status quo beginning July 1, 2011 through June 30, 2012. Memoranda of Understanding and Letters of Agreement dated on or after July 1, 2008, are included in this extension. Monthly Contract Administration meetings are held to assure that matters affecting AFT members are administered in accord with the Agreement, and to review areas needing clarification.

MOTION 02-06-2011 Gene Chase moved for approval of Resolution 2011-06-01 to Extend the AFT Contract. Gigi Burke seconded the motion and the motion passed unanimously.

Approve Board Dates for 2011-12

Approval of the Board meeting dates for 2011-2012 enables Board members, staff and the community to plan appropriately for the coming years. All Board meetings will begin at 5:00 p.m. July 19, 2011, August 16, 2011, September 20, 2011, October 18, 2011, November 15, 2011, December 20, 2011, January 17, 2012, February 21, 2012, March 20, 2012, April 17, 2012, May 15, 2012, and June 19, 2012

MOTION 03-06-2011 Betty Cobbs moved to approve the Board meeting dates for 2011-2012. Gigi Burke seconded the motion and the motion passed unanimously.

Election of Board Officers

Board member Thomas Gaffney is the chair for the nominating committee. Elections shall be held for chair and vice-chairperson with a term of two years.

MOTION 04-06-2011 Tom Gaffney moved to elect Betty Cobbs as Chair and Gigi Burke as Vice Chair. Gigi Burke seconded the motion and the motion passed unanimously.

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Adjourn

Chair James Shipman adjourned the meeting at 7:20 p.m.

Betty Cobbs, Chair
Board of Trustees

David N. Beyer, Secretary
Board of Trustees