

The Board of Trustees of Everett Community College met on May 21, 2013 at 5:30 p.m. in Whitehorse Hall, Room 352 at Everett Community College.

Presidents update

- Jerod Grant introduced five students who attended the 2013 Students of Color Conference. Each student shared their experience, the impact it had on them and what they took away from the conference.
- Engineering instructors Matt Parsons and Joe Graber presented to the Board an overview of their engineering classes and what the students are working on. Joe Graber has been working on building internship possibilities with local businesses and they currently have a student starting an internship with Janicki Industries and another with Electroimpact. Matt Parsons introduced engineering students who have been working on the electric car which gives students a chance to apply the principles of engineering in a hands-on project. Students in EvCC's engineering project class and engineering club have worked together to create the one-person car. They designed and fabricated every part except the wheels, motor, battery and steering wheel.
- President Beyer reported to the Board on upcoming events and also congratulated Board Chair Betty Cobbs on her Washington State Leadership and Assistance for Science Education Reform award from the Everett School District.

Roll call:

Chair Betty Cobbs called the meeting to order. Present for the meeting were trustees Gigi Burke, Janet Kusler, Bob Bolerjack, James Shipman and Chair Betty Cobbs. Also present were President David Beyer, Recording Secretary Cheryl Blackburn, Student Representative Teresa Weldon, Faculty Representative Gary Newlin, Faculty Council Representative Michael Nevins and 39 faculty, staff, and administrators.

Report from the Board

Board Chair Betty Cobbs reported on the spring TACTC conference that she attended. The conference provided good information on legislative bills that trustees need to watch and a panel that focused on skills gap. Betty was also reelected as Treasurer to TACTC.

Consent Agenda

MOTION 01-05-2013

Gigi Burke moved for approval of the minutes from March 19, 2013 and the selection of the Exceptional Faculty Award nominations. Bob Bolerjack seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

ASB President Teresa Weldon presented three more events that will be held prior to the end of spring quarter: Health and Wellness Fair on May 23rd; Drive in Movie on May 24th and Spring Fling on May 29th. Student Activities held its annual Awards Banquet on Friday, May 17 at the Student Fitness Center to honor the hard work and dedication of the student clubs, student leaders and the staff, faculty & administrators that support them. It was a great event with just shy of 215 people in attendance. The last Student Senate meeting will be on June 7th.

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Classified Representative

No report

Faculty Representative

Gary Newlin reported that they are in the process of negotiating a new collective bargaining agreement and although there is a wide range of issues which complicates the process, both sides of the negotiating team are working well together to achieve results. In addition to the College's campus climate survey the AFT is conducting their own survey of faculty which they hope to complete by the end of the quarter. Gary commented on the long standing dispute regarding counselors and advising where there is a continued judicial review of a PERC ULP. He stated that there was a positive development from President Beyer who initiated a internal resolution to the process.

Faculty Council Representative

Michael Nevins reported that their last meeting will be on June 3, 2013 at 2:30 p.m. The big initiative that they continue to work on is open source text books. Michael also thanked Gary Newlin for his great representation and support of faculty

Review and Discuss S & A fees budget for 2013-2014

Jacquelyn Julien, ASB VP of Budget & Finance, presented to the Board the proposal which includes:

1. S & A Fees Budget Committee membership, timeline and goals
2. The proposed 3% increase in the S & A Fees rate and projected revenue
3. S&A Fees Proposed Budget: Increase: \$41,737
4. S & A Fees Budget Comparison 2011-12 through proposed 2013-14
5. S & A Fees Proposed Budget increases by programs, clubs, services and organizations
6. Club Revenue Formula to increase equity between clubs
7. Budget Scenarios if Legislature/SBCTC approves lower S&A Fee amount.

The S&A Fee Budget Committee has prepared, and the Student Senate has approved, a S&A Fee increase of 3%. The ASB Student budget for 2013-14 is based on the maximum 3% S&A Fees rate increase, which equates to an increase of \$41,737. Unfortunately, the Washington State Legislature has not provided us with the final S&A Fees rate for 2013-14. Therefore, the Budget Committee and Senate have also approved three additional budget scenarios if the Legislature/SBCTC is to approve a lower S&A Fee amount.

At 3% the fee increase supports the following budget increases by category:

- | | |
|--|-----------|
| • S&A Fees Contingency Fund – 6.4% of total budget | \$ 2,579 |
| • Instructional/College Programs – creates new student position in Gallery | \$ 2,000 |
| • Student Leader Wages – due to minimum wage increase | \$ 2,296 |
| • Intercollegiate Athletics – increased cost of liability insurance and staffing | \$ 11,000 |
| • S&A funded Publicity Services – funds a full-time Graphic Designer | \$ 37,411 |

Review and discuss 2013-2014 General Fund Operating Budget (Preliminary)

Jennifer Howard, Vice President of Administrative Services presented to the Board information on the draft proposed 2013-14 General Fund Operating Budget. The report reviewed the budget process, budget principles, operating budget revenue, budgeted revenue, revenue assumptions, budgeted expenditures, a list of positions and expenses put on hold and removed from the preliminary budget, and the budget changes for 2013-14.

The Board will be asked to act on the final 2013-14 General Fund Operating Budget at the June 18 Board meeting, pending the successful completion of the 2013 Special Legislative Session. If the special Legislative session is delayed then the current budget will be carried over until such time that staff is able to prepare the 2013-14 General Fund Operating Budget to the Board for approval.

Strategic Plan Update Report

Heather Bennett, Executive Director of Institutional Effectiveness & Resource Development reviewed the annual progress toward achieving the five priorities of the Strategic Plan: Student Success, Innovation and Leadership, Community Connections and Partnerships, Cultural Pluralism and Global Readiness, and Resource Stewardship.

In July 2012, the Board approved a new Strategic Plan for the College based on the input of nearly 500 campus and community members. During 2012-13, the College developed systems for implementing this plan and tracking accomplishment of activities that will result in achieving our five-year goals. In addition, every department focused their efforts on making significant contributions toward achieving those goals in 2012-13.

Focused action toward achieving the Strategic Plan will result in a stronger college that better meets the needs of our students and our communities.

Discussion and approval of Aerospace Manufacturing Training and Educational Center (AMTEC) proposal

Pat Sisneros, Vice President of College Services requested that the Board consider and approve a construction project to create the Advanced Manufacturing Training Education Center in 37,000 SF of the College-owned warehouse building currently leased by Providence Everett Medical Center at College Plaza at 1001 N. Broadway.

AMTEC is proposed to serve more than 170 manufacturing industry employers and Boeing in Snohomish County. AMTEC will train students and incumbent workers for high demand jobs in manufacturing and aerospace, driving workforce and economic vitality for our region.

AMTEC will offer short, stackable certifications and certificates aligned with industry standards that build to a college degree and create a clear pathway to family wage jobs in the manufacturing industry. The College will locate these current programs at AMTEC:

- Manufacturing Pre-Employment
- CNC Machinists
- Composites Technicians
- Engineering Technicians
- Welders and Fabricators
- Quality Assurance Technicians

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Planned new programs include Machine Maintenance and Advanced Composites.

The College evaluated two potential locations for AMTEC: the College Plaza location on N. Broadway and the Umbra building at Paine Field.

The preferred location at College Plaza is adjacent to EvCC's main campus and WSU's planned engineering building. The projected cost is approximately \$3.5 million with a 9-12 month construction/project period. The construction project will be funded by local monies using the College's fund balance.

MOTION 02-05-2013 James Shipman moved for approval of the Advanced Manufacturing Training and Education Center proposal as presented. Gigi Burke seconded the motion and the motion passed unanimously.

Approve Parent Education Tuition Waiver for EvCC Implementation

Sandra Fowler-Hill presented the policy which was reviewed at the Board's study session on April 16, 2013.

MOTION 03-05-2013 Janet Kusler moved for approval of the Parent Education Tuition Waiver as presented. Bob Bolerjack seconded the motion and the motion passed unanimously.

Approve Policies:

Sandra Fowler-Hill and Jennifer Howard presented the following policies that were reviewed by the Board at their April 16, 2013 Study Session:

Credit Hour Policy:

MOTION 04-05-2013 James Shipman moved for approval of the Credit Hour Policy as presented. Gigi Burke seconded the motion and the motion passed unanimously.

Equal Opportunity/Title IX policy

MOTION 05-05-2013 Bob Bolerjack moved for approval of the Equal Opportunity/Title IX Policy as presented. Janet Kusler seconded the motion and the motion passed unanimously.

Americans with Disability Act Policy

MOTION 06-05-2013 Gigi Burke moved for approval of the Americans with Disability Act Policy as presented. Bob Bolerjack seconded the motion and the motion passed unanimously.

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Employment of Family Members Policy

MOTION 07-05-2013 James Shipman moved for approval of the Employment of Family Members Policy as presented. Janet Kusler seconded the motion and the motion passed unanimously.

Adjourn

Meeting adjourned at 8:00 p.m.

Betty Cobbs, Chair
Board of Trustees

David N. Beyer, Secretary
Board of Trustees