

The Board of Trustees of Everett Community College met on May 17, 2016 at 5:00 p.m. in the Jackson Center Wilderness Room at Everett Community College.

### **Presidents update**

President David Beyer welcomed everyone to the meeting. Dr. Beyer thanked Dr. Alison Stevens for her contributions to EvCC.

Jerod Grant reported to the Board on the 26<sup>th</sup> Annual Students of Color Career Conference held April 21-23 in Yakima. He introduced three EvCC students – Richele Pidong, Jessica Ordaz, and Glory Tshokama – who attended the conference. They discussed their experience at the conference and how valuable it was for them to attend.

### **Roll call**

Chair Bob Bolerjack called the meeting to order. Present for the meeting were Trustees Betty Cobbs, Mike Deller, Toraya Miller, Gigi Burke and Bob Bolerjack. Also present were President David Beyer, Recording Secretary Melissa Geraghty, Assistant Attorney General Roslyn Sterling, Student Representative Azrael Howell, Classified Representative Dan Murphy, Faculty Council Representative Gary Newlin, and 25 faculty, staff, students and administrators.

### **Report from the Board**

Chair Bob Bolerjack commented that the Aspen Institute released a new guide on transfer success practices, The Transfer Playbook: Essential Practices for Two- and Four-Year Colleges, and EvCC was included in it because of our transfer success partnerships with Western Washington University and University of Washington.

Trustee Betty Cobbs reported she attended the Legislative Action session of the ACT Spring Conference to learn what is going on in Olympia. Kudos to Jerod and the committee and staff for their work on planning, organizing and making sure the conference went off well.

Trustee Mike Deller reported he attended the ACT Spring Conference in Bellevue focusing on leadership and governance. The presentations and breakout sessions were good. He attended the Audit Committee meeting to review financials and commends Jennifer and her staff.

Trustee Gigi Burke reported that at the Audit Committee meeting today they heard from Meagan King with ASB regarding their budget and student activities.

Trustee Toraya Miller reported she attended the ACT Spring Conference. During the conference, there was a session on campus safety discussing a recent incident and how neighboring colleges can assist, as well as how the Trustees can help.

### **Consent Agenda**

#### **MOTION 01-05-2016**

Mike Deller moved for approval of the consent agenda. Gigi Burke seconded the motion and the motion passed unanimously.

### **Reports to the Board**

#### Student Representative

Azrael Howell reported to the Board that the Executive Council attended the legislative conference at Green River Community College and a lot of great ideas from the colleges were shared. There are a lot of EvCC club activities including a drive-in movie night showing the new Star Wars movie. New student government leaders were voted in so he is wrapping up his tenure as ASB President and this is his last Board meeting as President. He congratulated Trevor Taylor on his new position of ASB VP of Budget and Finance. They are hosting the 3<sup>rd</sup> annual trivia event tomorrow in Jackson Conference Center Wilderness Room and the Student LIFE Awards Gala is May 27<sup>th</sup> at Xfinity.

Trustee Gigi Burke thanked Azrael for his work for the students.

#### Classified Representative

Dan Murphy reported to the Board that the big issue is the collective bargaining process beginning this Thursday and going into the fall. The bargaining team will incorporate strategic goals into their goals. When they look at surveys taken of classified staff, the number one issue is salaries. They are hoping for substantive negotiations to reach agreement for all concerned. He thanked the Board for their support.

Chair Bob Bolerjack stated that the Board is an advocate for staff with the Legislature.

### **Review and Discuss 2016-17 General Fund Operating Budget (Preliminary)**

Jennifer Howard, Vice President of Administrative Services, presented to the Board for their review and discussion the preliminary 2016-2017 General Fund Operating Budget. Changes to the budget for 2016/2017 include:

1. State allocation base decreased by \$127,755 for 16/17
2. Slight increase in tuition costs due to increased building fees; no additional revenue to the college
3. Proposed increase in student fees (5%), generating revenue of \$290,763
4. Continued funding for new Title IX position
5. Five proposed faculty positions
6. Five proposed classified positions
7. Increased use of 'fund balance' from CTC link set-aside, funding for College in the High School waivers and international revenue, includes anticipated revenue from U3 contract
8. Decreased budgeted tuition revenue due to changes in international coding
9. Increased costs for Med Transcription / Med Coding course materials

### **Review Missing Student Policy and Procedure**

Alison Stevens, Executive Vice President of Instruction and Student Services, introduced Lea Wasson, Director of Student Housing, who presented to the Board for their review the Missing Student Notification Policy and the Missing Student Notification Procedure. The Director of Student Housing has prepared, and VP staff has approved, the Missing Student Notification Policy and Procedure. Effective August 14, 2008, the Higher Education Opportunity Act of 2008 requires any institution participating in a Title IV federal student financial aid program that maintains on campus

housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008).

**Student Success Report**

Heather Bennett, Executive Director of Institutional Effectiveness and Resource Development, reported to the Board on Achieving the Dream/Guided Pathways activities and progress. EvCC's Achieving the Dream (ATD) coaches visited the college on April 25-26, 2016. They were very complimentary about the work the college has done to improve equity under Maria Peña's leadership, as well as our ongoing work toward implementing Guided Pathways. They encouraged us to strengthen the "mandatory" nature of the College 101 college success class, and to put more effort behind setting clear long term goals and aligning our key performance indicators (KPIs). EvCC has been moving forward with implementation of the Guided Pathways model during 2015-16. The ATD Leadership Team, and especially our faculty co-chairs, have been working with faculty and other employees to share Guided Pathways information and other resources via a Guided Pathways blog and a series of Reading Group events. The college has applied for multiple grants to support Guided Pathways-related projects, and we are currently a finalist for the five-year, \$500K College Spark/SBCTC Guided Pathways Grant.

**Sabbatical Report**

Linda Berkley, Studio Art Faculty, reported to the Board on her international artist residency in Otemae University in Japan during Spring term 2015.

**Review and Take Action on Student Services and Activities Fees Budget for 2016-2017**

Alison Stevens introduced Meagan King, ASB VP of Budget & Finance, who presented to the Board for their review and approval the proposed Services and Activities Fees (S&A Fees) Budget for 2016-2017. The proposal includes:

1. S&A Fees Budget Committee membership, timeline and goals
2. The proposed S & A Fees rate (no change from 2015-16)
3. S&A Fees Proposed Budget
4. S&A Fees Budget Comparison 2014-15 through proposed 2015-16
5. S&A Fees Proposed Budget increases by programs, clubs, services and organizations

The S&A Fee Budget Committee has prepared, and the Student Senate has approved, a S&A Fee budget for 2016-17. The student budget for 2016-17 requests no increase in the S&A Fees. The fee would remain flat at the current maximum S&A Fees rate of \$10.58 set by the State Board for Community & Technical Colleges.

Dr. David Beyer and the Administrative Review Committee have reviewed the proposal from the S&A Fees Budget Committee and ASB Senate, and recommend review and final approval by the Board of Trustees.

**MOTION 02-05-2016**

Betty Cobbs moved that the Board of Trustees approve the Student Services and Activities Fees Budget for 2016-2017. Gigi Burke seconded the motion and the motion passed unanimously.

**Review and Take Action on Faculty Probationary Renewal Recommendation**

Alison Stevens presented to the Board for their review and to take action on the tenure recommendation for the probationer for contract renewal in the 2016-2017 academic year.

**MOTION 03-05-2016**      Mike Deller moved that the Board of Trustees renew the probationary contract for contract renewal in the 2016-2017 academic year. Gigi Burke seconded the motion and the motion passed unanimously.

At 7:45 p.m., Chair Bob Bolerjack adjourned into executive session to discuss personnel issues and to discuss matters with legal counsel. He stated that no action would be taken.

**Adjourn**

Meeting adjourned at 8:30 p.m.

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Bob Bolerjack, Chair  
Board of Trustees

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David N. Beyer, Secretary  
Board of Trustees