

The Board of Trustees of Everett Community College met on January 17, 2017 at 5:00 p.m. in the Jackson Conference Center Senate Room at Everett Community College.

### **Presidents update**

President David Beyer introduced Ryan Davis, Dean of Business and Applied Technology. Ryan then introduced Dennis Skarr and Ryan Masinelli from the Computer Information System department. Dennis and Ryan spoke to the Board about their military experience and how the skills they learned in the military helped them transition to work as civilians. They share their transition experiences with students who are veterans to help them with their transitions too. The Board thanked Dennis and Ryan for their service to our country and their contributions to EvCC.

President Beyer introduced Pat Sisneros, Vice President of College Services, who introduced John Walker of Teutsch Partners, the construction company building the new student housing facility. Mr. Walker reported to the Board that construction is on schedule and going well with completion scheduled for mid-August. He expects that by February 7<sup>th</sup> the building will be “topped out” and the roof on. Once that is done, he invited the Board to take a tour. He commented that collaboration with the City of Everett and with EvCC is going well and that they received a tribal blessing from the Tulalip Tribes.

Pat Sisneros then introduced EvCC student Jenna Mohr. Jenna won the contest to name the new student housing building. The name will be Cedar Hall. Jenna said she chose the name Cedar Hall to show respect for the history of the people of the Pacific Northwest and how important the cedar tree has been for them. She felt it was a good way to anchor the building into the community. Mr. Walker mentioned that they will incorporate cedar into the building and he presented Jenna a check for winning the contest.

President Beyer mentioned an article in *The Chronicle of Higher Education* on transfer students from 2-year to 4-year institutions. Everett Community College was prominently mentioned in the article and Joe Graber was quoted. He also reported that EvCC received an NSF grant for \$600,000 to provide scholarships for STEM students. Kristine Washburn (Physics department), Heather Bennett and Lindsey Frallic were instrumental in EvCC being awarded this important grant, which gives financial aid directly to students. Economic Alliance of Snohomish County will mention this grant at the State of Everett event tomorrow morning.

### **Roll call**

Chair Bob Bolerjack called the meeting to order. Present for the meeting were Trustees Toraya Miller, Betty Cobbs, Gigi Burke and Bob Bolerjack. Participating via telephone was Trustee Mike Deller. Also present were President David Beyer, Recording Secretary Melissa Geraghty, Assistant Attorney General Roslyn Sterling, Student Representative Meagan King, Classified Representative Dan Murphy, Faculty Representative Mike VanQuickenborne, Faculty Council Representative Steven Tobias, and 10 faculty, staff, students and administrators.

### **Report from the Board**

Trustee Bob Bolerjack reported it is the second week of the legislative session in Olympia. The community college system is doing all it can to remind the legislature of the importance of higher education. The Board signed 18 letters to our local Representatives and Senators detailing the

legislative priorities of the CTC system.

Trustee Mike Deller reported he and the other Trustees attended a reception that the College hosted to welcome and meet Dr. Sabah Randhawa, the new WWU president. He also attended a key communicators meeting with the Port of Everett. Yesterday, in his role on the Audit Committee, he completed a Risk Assessment questionnaire with our state auditors.

Trustee Toraya Miller reported she attended a Martin Luther King Jr. celebration on campus Sunday which was fantastic. She was proud to be a part of that event and share those inspiring moments.

### **Consent Agenda**

**MOTION 01-01-2017** Toraya Miller moved for approval of the consent agenda. Gigi Burke seconded the motion and the motion passed unanimously.

### **Sabbatical Report**

Steven Powell reported to the Board on his sabbatical from Winter 2016. The Professional Leave Committee approves written reports of sabbaticals per AFT contract section 12.511.

#### 12.511 Final Reports

- A. Recipients of professional leave shall submit a written report and/or evaluation concerning their leave activities to the College President and the Professional Leave Committee by the end of the first quarter after returning.
- B. The College President shall receive the final reports of the leave recipients and the recommendations for approval or rejection of those reports from the Professional Leave Committee.
- C. The College President shall forward the final reports and the Professional Leave Committee recommendations to the Board, certifying the completion or non-completion of each professional leave contract.

Steven reported that his sabbatical was to develop an open source textbook for Chm&121. He looked for existing textbooks and adapted them to find the right level for our particular class. The textbook is done but he wants to include more problems and examples.

The Board thanked Steven for his work. It has great benefit to our students and demonstrates the passion our faculty has for helping students.

### **Reports to the Board**

#### **Student Representative**

Meagan King mentioned that Steven Powell was one of her professors! She reported that Student LIFE is having an event on campus January 24 featuring a great facilitator Ken Nwadike Jr. and passed out a handbill for the event. They are taking applications for 40 students to attend The People's Institute for Survival and Beyond Undoing Racism Community Organizing workshop that will be held January 26-28. And they are working on a proposal for a Student LIFE office remodel to have a more collaborative work space that will be more functional as well.

Classified Representative

Dan Murphy thanked the Board for being proactive in their approach to the Legislature in regard to funding. He attended lobbyist training last Saturday with State Representatives and Senators who stated the need for a highly skilled workforce and suggested that the group specifically ask Legislators to pass the Governor's budget as a way to fund K-12 and higher education. Dan reported that the overriding mission for classified staff is to build community and camaraderie within the entire campus community. They are recruiting classified staff to attend the Teaching & Learning Retreat, and are working hard to find training opportunities for next year with the goal to be more efficient and productive.

Faculty Representative

Mike VanQuickenborne reported to the Board they are beginning negotiations next Monday. There has been a substitution to the VP of Negotiations position. In December, the Washington State AFT Union sent an email to presidents demanding that campuses become sanctuary campuses. Mike brought this to the Executive Council meeting for discussion and they agreed there was no need to make any such demand at EvCC at this time. The union is very heartened by the statements from the Board and President Beyer to reaffirm our campus continues to be a safe space. Mike commented that personally he is very glad to be working at a place where there is no daylight between the union and management on this issue.

Faculty Council Representative

Steven Tobias reported to the Board that faculty continues to work to make our campus an inclusive place. A number of faculty members have incorporated current issues into their classrooms. Another topic of focus is Guided Pathways and how their courses will fit in with that moving forward. He is glad to see that faculty work is being given a prominent place at the Board meetings. President Beyer asked Steven to tell the Board a little about himself. Steven reported that he teaches English and has submitted a grant to the National Endowment of Humanities focused on the larger scope of Guided Pathways around collective and national memory. We will hear in August if we have been awarded the grant.

**Review and Approval of New 43-Credit Certificate in Retail Management**

Gail Miulli, Interim Executive Vice President of Instruction & Student Services, presented to the board that the Retail Management Certificate combines a 43-credit certificate from Everett Community College with an industry-recognized credential. Students may be eligible for tuition benefits if they work for a participating retail industry partner. The college's accreditation requires that all degrees, certificates, and diplomas offered by the college are approved by the Board of Trustees. The Retail Management certificate was approved by Instructional Council in October 2016.

**MOTION 02-01-2017**

Gigi Burke moved for approval of the New 43-Credit Certificate in Retail Management. Betty Cobbs seconded the motion and the motion passed unanimously.

**Review and Approval of Board Designated Funds for Avionics Program**

John Bonner, Vice President of Corporate & Workforce Funding, presented to the Board a request for Board designed funds for the Avionics Program. Students at EvCC's Aviation Maintenance Technology School (AMTS) at Paine Field learn to fix and repair airplanes. Boeing and industry have identified avionics (aviation electronics) as a top training need. There are currently no avionics programs among the state's 34 community colleges. Over the past year, the Center of Excellence for Aerospace & Advanced Manufacturing, the five aviation maintenance Part 147 schools in WA state with EvCC as lead, and Boeing/industry have worked together to define the need, curriculum requirements, and career opportunities in avionics. EvCC would like to launch the state's first Avionics program this year, as early as Spring Quarter.

The request:

- Fiscal year 2016-2017: One-time funding of \$169,900 for equipment to establish the Avionics program.
- Fiscal year 2017-2018: One-time funding of \$130,000 for salary and benefits for a Full-time Temporary faculty position for one year.

Anticipated Results:

1. Successfully launch the avionics program in 2017, with BOT start-up money
2. Generate tuition and student FTE to financially sustain the program for subsequent years
3. Train up to 20 students per quarter, for a total of 80 students per year
4. Position EvCC as a leader in preparing students for high-demand careers in aviation maintenance and avionics

**MOTION 03-01-2017** Gigi Burke moved for approval of Board Designated Funds in a lump sum of \$299,900 to fund the Avionics Program. Betty Cobbs seconded the motion and the motion passed unanimously.

**Review and Approval of Everett Community College Core Themes**

Heather Bennett, Executive Director of Institutional Effectiveness & Resource Development, presented to the Board the core themes. The College seeks approval from the Board of Trustees to define Everett Community College's core themes for accreditation purposes as Student Success, Community Connections and Partnerships, Leadership and Innovation, Cultural Pluralism and Global Readiness, and Resource Stewardship as described in the strategic plan approved by the Board in July 2012. Standard One of the accreditation standards from the Northwest Commission of Colleges and Universities (NWCCU) states: "The institution articulates its purpose in a mission statement, and identifies core themes that comprise essential elements of that mission. In an examination of its purpose, characteristics, and expectations, the institution defines the parameters for mission fulfillment."

In 2010, when these standards were adopted, the College determined that EvCC's core themes toward mission fulfillment would be Access, Readiness, Workforce Training & Education, and Transfer Education. However, after engaging in a community-based strategic planning process in 2012, the College adopted a new mission statement: We educate, equip, and inspire each student to achieve personal and professional goals, contribute to our diverse communities, and thrive in a global society.

Feedback from the evaluation team for NWCCU's Year Three report and virtual site visit in 2013 indicated a concern that the original core themes were not well aligned with the current mission statement. The accreditation committee recommended that the College adopt the five strategic priorities of our strategic plan as our new core themes, as these areas of focus were defined by our community specifically to lead to fulfillment of the new mission statement and they have guided the College's work for the last five years.

Under this proposal, the Year Seven accreditation report will address Student Success, Community Connections and Partnerships, Leadership and Innovation, and Cultural Pluralism and Global Readiness as core themes leading to mission fulfillment; Resource Stewardship will be addressed as the core theme supporting Standard Two: Resources and Capacity.

**MOTION 04-01-2017** Toraya Miller moved for approval of these Core Themes. Mike Deller seconded the motion and the motion passed unanimously.

### **Review and Approval of Study Abroad Policy**

Visakan Ganeson, Associate Vice President of International Education, presented to the Board the Study Abroad Policy for their consideration. The purpose of this policy is to provide our campus community clear guidelines on expectations and procedures when conducting an outbound study abroad program. Participants on any outbound study abroad programs will be expected to adhere to EvCC's "Students Rights and Responsibilities" and "Title IX" policies. This will ensure the safety, security and well-being for all participants enrolled in our outbound study abroad programs. Study abroad programs are self-funded. Faculty and staff can apply for professional development funds to support programs that have been approved by the president. Students usually carry out fund raising activities to raise funds to supplement the cost of the program. This program directly supports EvCC's strategic plan – "Cultural Pluralism and Global Readiness" where we prepare our students, faculty and staff to be global citizens and succeed in a global economy.

President Beyer requested that we move this agenda item to the Board of Trustees meeting on March 21, 2017, to allow time for review of the policy by legal counsel.

### **College in the High School Update**

John Bonner, Vice President of Corporate & Workforce Funding, Karen Landry, Director of College in the High School, and Kristen McConaha, Director of Continuing Education, reported to the Board that in Fall 2015, the Board approved a Tuition Waiver program for CHS students who qualify for Free or Reduced Lunch (FRL) in order to increase under-represented student populations in CHS, introducing college as a real possibility for these student populations, and matriculate those students to EvCC after they graduate from high school.

Goals for this Tuition Waiver program:

1. Increased participation of under-represented student populations in CHS.
2. Increased matriculation of under-represented students to EvCC.
3. Stronger relationships and better tracking of under-represented students at EvCC.

**Board of Trustees**  
**January 17, 2017**  
**Board Meeting**  
**Page 6**

The Board approved total funding of \$300,000 over two years. The results for Year 1 of 2 are:

1. 332 students participated in the FRL waiver program, totaling 490 enrollments.
2. First generation student participation in CHS grew 185%, increasing from 199 to 568 students.
3. Students of Color participation in CHS increased 13%, from 659 to 745.
4. \$101,000 was awarded in the first year of the program. Early projections for this year point to the remainder of the money being fully utilized by the end of the 2-year funding cycle.
5. Developed and implementing a recruitment/matriculation strategy, including Trojan Days.

Trustee Gigi Burke asked Karen if there was a way to add a line on the Registration Form for giving donations. Karen Landry said she would look into this and thanked her for the suggestion.

**College Accreditation Update**

Heather Bennett, Executive Director of Institutional Effectiveness & Resource Development, presented to the Board on the College Accreditation update on NWCCU Accreditation Process, Fall 2017 Accreditation Reporting, and Site Visit Preparation.

In fall quarter 2017, EvCC will host a site visit team from the Northwest Commission of Colleges and Universities (NWCCU) to re-affirm our accreditation. This visit marks the end of the seven-year cycle that began in 2010. The college will be evaluated in terms of how well we are achieving our Mission and Core Themes as described in the NWCCU Accreditation Standards.

A cross-functional accreditation committee called the A-Team has been working on drafting the Year Seven Report to the NWCCU in response to these standards. The members of the committee include:

Andrea Wells-Edwards	Chayuda Overby	Eugene McAvoy	Gail Muilli
Heather Bennett	Jason Smith	Jeanne Leader	Jennifer Howard
John Bonner	John Melson	Josh Searle	Katie Jensen
Kerri Schwab	Laurie Franklin	Peg Balachowski	Maria Peña
Ryan Davis	Sean Gehrke	Visakan Ganeson	

This committee is divided into subcommittees to develop the report chapters for each individual standard. Standards One and Two are chaired by Heather Bennett; Standard Three by John Bonner; Standard Four by Eugene McAvoy; and Standard Five by Ryan Davis.

This process will include a broad range of voices from the college. As the accreditation process is heavily dependent upon learning outcomes assessment, the faculty-led Assessment Committee is working with the A-Team to ensure that the report accurately reflects the college's commitment to excellent teaching and learning.

The timeline outlines the dates that the individual chapters will be emailed to all campus for review and comment toward revision. The full draft will be completed by the end of April to allow for a mock site visit in May. A team of NWCCU-trained evaluators from within the Washington system will review the draft report and conduct a day of on-campus interviews to help us prepare as a campus for the fall visit. Their feedback will be used to finalize the draft report, which will go to the Board of Trustees for review in June.

**EvCC 2016 Economic Impact Study**

Heather Bennett, Executive Director of Institutional Effectiveness & Resource Development, presented to the Board on the Economic impact study. In fall 2016, Economic Modeling Specialists, Inc. (EMSI) conducted a study of EvCC’s economic impact on the Snohomish County service area based on FY 2014-15 financial data. This study was similar to the one conducted in 2011 using 2009-10 financial data, but used updated modeling parameters.

Impact	Added Income		# Jobs Supported	
	2009-10	2014-15	2009-10	2014-15
<b>Spending effects</b>				
Operations	\$45.1 million	\$53.8 million	695	858
Students	\$8.1 million	\$8.8 million	116	125
<b>Productivity effects</b>				
Alumni	\$351.7 million	\$474.8 million	5,157	6,962
<b>Total impact</b>	<b>\$404.9 million</b>	<b>\$537.4 million</b>	<b>5,969</b>	<b>7,945</b>

Return on Investment	Student		Taxpayer		Social (state)	
	2009-10	2014-15	2009-10	2014-15	2009-10	2014-15
Benefits	\$537.2 million	\$754.6 million	\$103.4 million	\$208.8 million	\$1.5 billion	\$3.1 billion
Costs	\$161.6 million	\$181.9 million	\$35.0 million	\$37.7 million	\$227.8 million	\$236.9 million
NPV	\$375.6 million	\$572.7 million	\$68.4 million	\$171.1 million	\$1.3 billion	\$2.9 billion
Rate of Return	14.9%	16.2%	10.0%	15.9%	n/a	n/a
Benefit/Cost ratio	3.3 : 1	4.1 : 1	3.0 : 1	5.5 : 1	6.8 : 1	13.4 : 1

EvCC completed this study in conjunction with a system-wide study by EMSI; EvCC and seven other colleges contracted for individual college studies. EvCC has comparatively stronger economic impacts on our region due to the demographic profile of our students (younger students and more students of color) and the higher wages related to the programs offered at EvCC. Economic impact study data can be used to share the value of EvCC and the community and technical college system with our communities and the state legislature.

**Closed Session**

The Board then moved into a closed session to discuss collective bargaining. No action will be taken. The meeting will adjourn immediately afterward.

**Adjourn**

Meeting adjourned at 8:00 p.m.

---

Bob Bolerjack, Chair  
Board of Trustees

---

David N. Beyer, Secretary  
Board of Trustees