

The Board of Trustees of Everett Community College met on March 21, 2017 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. He asked Katie Jensen, Dean of Transitional Studies, to give a brief history of the BRIDGES Center and the inspiring work done there for our students. Then Katie introduced Chayuda Overby, Director of the BRIDGES Center. Chayuda gave a department presentation including a video testimony from a student who told her story of how the BRIDGES Center helped her. BRIDGES supports non-native English learners and at-risk students who are interested in careers in Aviation, Advanced Manufacturing, and Health Sciences. BRIDGES serves students to help them with completion of a certificate or degree, or preparing them to transfer to 4-year institutions. Their programs use the Guided Pathways initiative and are linked to our strategic plan and core themes. They have approximately 55 volunteers, some of whom were in the audience. Chayuda asked them to stand for acknowledgement and also thanked her staff who are doing great work and give their support from the heart.

President Beyer asked Gail Miulli to introduce Everett Community College's nominees for the Washington's All-Academic Team: Melinda Tetreault and Connor Linse. President Beyer congratulated both students and presented them with a medal. They will participate in the All Washington Academic Team ceremony on Thursday, March 23 in Olympia with Governor Inslee.

Roll call

Chair Bob Bolerjack called the meeting to order. Present for the meeting were Trustees Betty Cobbs, Gigi Burke, Toraya Miller, and Bob Bolerjack. Trustee Mike Deller participated via telephone. 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 75 faculty, staff, students and administrators.

Reports from the Board

Trustee Mike Deller reported that February was a busy month for trustees. He and Trustees Bob Bolerjack and Gigi Burke traveled to Washington DC for the annual National Legislative Summit and attended meetings to discuss our legislative priorities with our own members of Congress and in general sessions. They had meetings with Senator Maria Cantwell, and Representatives Rick Larsen and Susan Delbene. The keynote speaker during the Summit was the host of *Meet the Press* Chuck Todd who gave an interesting perspective of what is going on in Washington DC today and reported that there is a common thread that relates to community colleges as they are viewed as a pathway for training and economic opportunity that a lot of people would not get otherwise. On February 22, he went to Olympia with President Beyer and one of our students to meet with our representatives including Senators Hobbs and Palumbo and Representatives Sells and Peterson among others regarding our priorities and message about funding. He also attended three audit committee meetings.

Chair Bob Bolerjack reported that legislators from both sides of the aisle support community colleges and it helps that at the state level every legislator has a community college in their district. There is still a long way to go on funding. Presidents and Trustees are going to Olympia to continue trying to get the most we can for support.

Trustee Gigi Burke reported ACCT does a good job of having Democratic and Republican legislators speaking throughout the National Summit conference. The speakers said that this is a great time for community colleges and they feel positive about the importance of supporting community colleges.

Trustee Toraya Miller reported she attended the NAACP event with Trustees Betty Cobbs and Bob Bolerjack and at the event, EvCC was recognized under the President's award.

Trustee Betty Cobbs reported there was a nice article in *The Herald* today about the College receiving a STEM grant. She will give the welcome for the College at the Students of Color Career Conference along with Trustee Toraya Miller.

Consent Agenda

MOTION 01-03-2017 Gigi Burke moved for approval of the consent agenda. Betty Cobbs seconded the motion and the motion passed unanimously.

Review and take action on Faculty Probationary Tenure Recommendations

On February 21, 2017, the Board spent considerable time reviewing tenure committee recommendations. Gail Miulli, Interim Executive Vice President of Instruction and Student Services, presented to the Board:

Per Section 8.70 of the faculty contract:

- A. The appointing authority shall provide for the award of faculty tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding Summer Quarters and approved leaves of absence.
 1. Provided, the appointing authority may award or withhold tenure at any time, after it has given reasonable consideration to the joint recommendations of the appropriate review committee and the College President.
 2. The probationer shall be deemed to have been awarded tenure if no official notice is sent to the probationer by the last day of the probationer's eighth probationary quarter.
 3. The probationary period may extend in accordance with RCW 28B.50.852.

Probationers who are being recommended for tenure by appointment review committee:

Michelle Barnes, Early Childhood Education
Maxi Boeckl, Chemistry
Vanessa DePuente, Nursing
Alys Hugo, Mathematics
Nancy Jones, Photography
Dale Lerback, Aviation
Michael Patching, Manufacturing Technology
David Primacio, Engineering Technology
Kevin Soderlund, Machining
Susan Wilson, Nursing

- MOTION 02-03-2017** Betty Cobbs moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Michelle Barnes. Gigi Burke seconded the motion and the motion passed unanimously.
- MOTION 03-03-2017** Gigi Burke moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Maxi Boeckl. Toraya Miller seconded the motion and the motion passed unanimously.
- MOTION 04-03-2017** Mike Deller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Vanessa DePunte. Betty Cobbs seconded the motion and the motion passed unanimously.
- MOTION 05-03-2017** Betty Cobbs moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Alys Hugo. Toraya Miller seconded the motion and the motion passed unanimously.
- MOTION 06-03-2017** Mike Deller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and college president, grant tenure to Nancy Jones. Gigi Burke seconded the motion and the motion passed unanimously.
- MOTION 07-03-2017** Mike Deller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Dale Lerback. Gigi Burke seconded the motion and the motion passed unanimously.
- MOTION 08-03-2017** Mike Deller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and college president, grant tenure to Michael Patching. Betty Cobbs seconded the motion and the motion passed unanimously.
- MOTION 09-03-2017** Gigi Burke moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to David Primacio. Betty Cobbs seconded the motion and the motion passed unanimously.

MOTION 10-03-2017 Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Kevin Soderlund. Betty Cobbs seconded the motion and the motion passed unanimously.

MOTION 11-03-2017 Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Susan Wilson. Gigi Burke seconded the motion and the motion passed unanimously.

Review and take action on Faculty Probationary Renewal Recommendations

Gail Miulli, Interim Executive Vice President of Instruction and Student Services, presented the first-year and second-year probationers who are being recommended for renewal of their probationary contracts.

First year probationers recommended for contract renewal in the 2017-2018 academic year:

Lonnie Heinke, Computer Science
Renuka Prabhakar, Engineering
Renee Steppe, TRIO
Tawny Townsend, Advising Center
Anusha Venkatachalan, Engineering

MOTION 12-03-2017 Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, renew the probationary contracts for first year probationers. Gigi Burke seconded the motion and the motion passed unanimously.

Second year probationers recommended for contract renewal in the 2017-2018 academic year:

Jennifer Casperson, Nursing
Debbie Casson, Mathematics
Chris Clark, Health Sciences
Marie Connelly, Business
Rachel Escoto, IELP/ESL
Gokce Gungor-Munoz, Psychology
Ronda Hamburg, Health Sciences
Diana Jaramillo, Advising
Karen Linton, Mathematics
Shay Mohn, Aviation
Terry Paull, Advising
Ike Steele, Engineering
Steven Tuggle, Aviation
Robert Ward, Computer Science

MOTION 13-03-2017 Gigi Burke moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, renew the probationary contracts for second year probationers. Betty Cobbs seconded the motion and the motion passed unanimously.

Second year probationers recommended for contract renewal in the 2017-2018 academic year:
Prathyusha Balluru, Health Sciences
Kirsti Boyd, Nursing
Jessica Cain, Advising

MOTION 14-03-2017 Betty Cobbs moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, renew the probationary contracts for second year probationers Prathyusha Balluru, Kirsti Boyd, and Jessica Cain. Gigi Burke seconded the motion and the motion passed unanimously.

President Beyer thanked the probationers for their effort and commitment to students. He acknowledged their peers and the Appointment Review Committees, including students on those committees, for the important work they contribute to this process.

Review and take action on Faculty Professional Leave Request

Gail Miulli, Interim Executive Vice President of Instruction and Student Services, presented to the Board that the Professional Leave Committee recommends Board approval of the following application for professional leave for the academic year 2017-18.

<u>Name</u>	<u>Proposal</u>	<u>Leave Period</u>
John Bruemmer	International Student Success – Research & Recommendations	Fall 2017

Mike Deller recommended to the Board to fund this one (1) quarter professional leave request per his discussion in the Audit Committee meeting.

MOTION 15-03-2017 Gigi Burke moved that the Board of Trustees approve the Professional Leave Request as presented for one (1) quarter. Betty Cobbs seconded the motion and the motion passed unanimously,

Review and Take Action on S&A Fee Funding Proposal

Jennifer Rhodes, Associate Dean of Student LIFE, introduced Meagan King (ASB President), Trevor Taylor (ASB VP of Budget & Finance), and Tina Te (Student Ambassador) who presented to the Board the proposal requesting funds to initiate a complete remodel of the Office of Student LIFE in order to provide an environment that allows for inclusion, engagement, access to technology, visibility, growth and efficiency for EvCC students. The funding proposal request is for \$750,000

from the Services and Activities Fee (S&A Fee) fund balance to remodel and furnish the Office of Student LIFE in the Parks Student Union. Student LIFE is a large program that encompasses the ASB Student Government (Senate & Executive Council), Student Ambassadors, Student Programs Board, Publicity Services, Trojan Nation and 40+ student clubs. Each program and club provides countless leadership opportunities, events, and activities for EvCC students. Student LIFE has seen dramatic growth in the past five years with the creation of the Student Ambassador Program, increase in chartered clubs and club participation, as well as an increase in the number of student and staff positions. The facilities of the Office of Student LIFE has struggled to keep pace with this growth. The office has changed very little since the opening of the Parks Student Union in 1987. The current configuration has limited space for collaboration, is not inclusive of all the groups served within Student LIFE, and does not efficiently utilize the space available within our footprint. This remodel will create a space that will allow student leaders from all areas of Student LIFE access to an inclusive environment, current technology and more opportunities between organizations/groups to collaborate. Additionally, the space configuration will allow for more informal meeting space and technologically improved formal meeting rooms. The remodel will also increase visibility of Student LIFE which will increase the level of awareness and engagement by the general student population.

MOTION 16-03-2017 Toraya Miller moved that the Board of Trustees approve the S&A Fee Funding Proposal. Gigi Burke seconded the motion and the motion passed unanimously.

Review and Take Action on the Study Abroad Policy

Visakan Ganeson, Associate Vice President of International Education, presented to the Board that this is a new policy for 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.

MOTION 17-03-2017 Gigi Burke moved that the Board of Trustees approve the Study Abroad Policy. Betty Cobbs seconded the motion and the motion passed unanimously.

Review and Take Action on Final Financial Report July 1, 2015-June 30, 2016

Jennifer Howard, Vice President of Administrative Services, and Shelby Burke, the new Executive Director of Finance, reported to the Board that this report was presented to the President and Board Audit Committee representative on Tuesday, February 28, 2017. The state auditors reviewed the report and presented all necessary information. The final report has now been issued for fiscal year 2016 (year end June 30, 2016) including the management discussion and analysis, auditor's report and the financial statement.

MOTION 18-03-2017 Toraya Miller moved that the Board of Trustees approve the Final Financial Report July 1, 2015-June 30, 2016. Betty Cobbs seconded the motion and the motion passed unanimously.

Review and Take Action on New Associate in Nursing Direct Transfer Agreement Degree

Gail Miulli, Interim Executive Vice President of Instruction and Student Services, reported to the Board that the new degree will be submitted to the Northwest Commission for Colleges and Universities for consideration at their executive board meeting in June 2017. The degree will also be submitted to the Accreditation Commission for Education in Nursing for their consideration at their next executive board meeting in July 2017. The college's accreditation requires that all degrees, certificates, and diplomas offered by the college are approved by the Board of Trustees. The Associate in Nursing Direct Transfer Agreement (DTA) was approved by Instructional Council in March 2017.

The Associate in Nursing DTA was approved by the State Joint Transfer Council in July 2014 after almost 3 years of statewide planning by a collaborative workgroup convened by the Washington Student Achievement Council in early 2012. Community colleges were permitted to offer the degree beginning in Fall 2015. The Everett Community College Nursing department proposes to offer the degree beginning in Winter 2018.

Students who earn an Associate in Nursing DTA will be able to apply for admission to transfer to a participating Washington State RN-to-BSN program. If admitted to a participating program, the school will accept this degree as fulfilling all of the standard general education requirements. The DTA degree streamlines the number of credits required for an associate degree in Nursing and decreases the time and cost needed to earn a BSN degree.

MOTION 19-03-2017 Betty Cobbs moved that the Board of Trustees Approve the New Associate in Nursing Direct Transfer Agreement Degree. Mike Deller seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Meagan King thanked the Board for approving the S&A Fee Funding Proposal. She reported that we hosted the NWAC basketball tournament and EvCC won the mascot challenge. Because of this win, Student LIFE received a big check and trophy during half-time at the game in which the EvCC Women's basketball team played. Student LIFE is hiring for all positions. They are all hanging in there during finals week; and the committees are busy with end of the year planning.

Classified Representative

Dan Murphy reported on several points of interest. He mentioned the youth reengagement program. They contributed money to support this program. Dan reported how exciting it is to see a group of young people during their first term of college and he was moved by their ceremony and program which gives them a second chance to make something of their lives. The STACC conference is at Skagit Valley Community College and they have the funds for classified staff to attend. They are going to provide campus security officers with law enforcement bicycles that will allow them to patrol the perimeter of campus as an added safety factor, and will have training for bicycle patrols. The Mentoring Conference is April 7 and they are very pleased with the number of supervisors who have given release time so staff can attend as that conference focuses on collaboration which is

central to what they are doing here. At the SOCCC, classified staff are volunteering on their own time to assist. He reported that they found out today at noon that the Washington Senate rejected the collective bargaining agreement and they will fight back on this budget. They would be getting zero compensation even for a cost of living adjustment which is not adequate. Trustee Bob Bolerjack stated that with regard to the budget, the first round will look bad and encouraged doing all they can to stay engaged and have hope.

Faculty Representative

Mike VanQuickenborne reported to the Board that finals week is a busy time. He thanked the Board for approving tenure, renewing probationary contracts and granting professional leave noting that this is the second year that all who applied for leave and could use it received one. Negotiations are ongoing and ramping up after spring break to meet more frequently and for longer periods. He reported on the outcome of recent officer elections: Robert White as VP of Grievances, Bob Bertoldi as VP of Communications, Ann Harrington as VP of Academic Affairs, and Trish Davies as VP of Associate Faculty. The executive council will represent the breadth of faculty which is a good thing for campus as a whole. Having such representation means that the union can be very responsive to faculty needs from across the campus in order to ensure we continue to operate as effectively as possible to help our students achieve success as efficiently as possible.

Faculty Council Representative

Steven Tobias reported to the Board that classified staff are valued and he was sorry to hear about the first round of the budget. He reported that Faculty Council is reassessing the role of the Council, looking back over the last seven years to see if it is functioning the way it was set up. They are reviewing and reworking the charter and bylaws, working on building relationships with faculty at large, and increasing communication with administration and faculty. He reported they are pleased to be included in the Guided Pathways meetings. He is working with Jeanne Leader to develop protocols for dealing with online education and Canvas. And he thanked the Board for approving tenure and the professional leave request.

Student Success Report – Achieving the Dream Conference

Heather Bennett reported to the Board that EvCC sponsored a team of six employees to attend the Achieving the Dream annual conference (DREAM) in San Francisco from February 21-24, 2017. This conference gathers representatives from the more than 200 colleges in the ATD network to share the processes and practices adopted in their work to improve student success at community colleges. All of the team members attending are members of EvCC's Guided Pathways Steering Committee. Four of the six attendees were faculty and two administrators; half of the participants are on the ATD Leaders Team, and the other half had never attended DREAM before.

Important topics addressed at the conference:

- The Pierce College District, which was co-awarded the Leah Meyer Austin Award for “outstanding progress in designing a student-focused culture that permeates all levels and structures of the organization” along with Miami Dade College, presented a pre-conference session on driving change by making data more broadly available through visual dashboards as well as several other sessions.

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- Multiple sessions regarding Integrated Planning and Advising for Student Success (iPASS) offered useful information on redesigning the first year experience for students using technology supports to streamline college processes and improve tracking of student progress.
- The importance of emotional intelligence, trust, and other measures of connection and engagement—between colleagues involved in this challenging work, as well as between faculty and students—was emphasized as key to effective learning and problem solving behaviors due to greater willingness to take intellectual risks in a climate of trust and personal connection.
- Many sessions supported our ongoing work to implement Guided Pathways with practical best practice solutions around helping students connect with resources early using entry surveys, program mapping for part-time students as well as full-time students, and others.

Strategic Enrollment Management (SEM) Update

John Bonner reported to the Board that last Fall, EvCC formed a Strategic Enrollment Management (SEM) Council with the following goal:

A strong and growing pipeline of students enrolling in the institution that are served seamlessly en route to achieving their education and career goals.

The SEM Council has identified Five Areas of First Focus, with a scorecard, strategies, activities, and tactics to address each area of opportunity in advancing the SEM Goal.

Areas of First Focus:

1. Diversity and Equity (integrated)
2. Student Funding
3. Transitional Students
4. HS Outreach
5. Retention and Completion

Review of Updated Long Range Financial Plan

Jennifer Howard reported to the Board on the Long Range Financial Plan which provides the framework for Everett Community College's financial strategy over the next three to five years. The plan is reviewed annually and updated as needed by the Long Range Financial Plan Committee.

The Long Range Financial Plan Committee subject matter experts include:

1. Jennifer Howard, Vice President of Administrative Services
2. Molly Beeman, Administrative Services Manager/Resource Conservation Manager
3. Wanda Connochie, Budget Director
4. Jeanne Leader, Dean of Arts and Learning Resources
5. Dan Murphy, Grants and Contract Specialist
6. Susan Dresser, Executive Director of Finance
7. Suanne Streby, Senior Budget Advisor
8. Pat Sisneros, VP College Services
9. John Bonner, VP Corporate and Workforce Training
10. Jennifer Rhodes, Associate Dean of Student Life
11. Heather Bennett, Executive Director of Institutional Effectiveness and Resource Development

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Adjourn

Meeting adjourned at 7:33 p.m.

Bob Bolerjack, Chair
Board of Trustees

David N. Beyer, Secretary
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