

The Board of Trustees of Everett Community College met on July 18, 2017 at 5:00 p.m. in the Jackson Center Senate Room at Everett Community College.

Presidents update

President David Beyer welcomed everyone to the meeting.

Employee Wellness Program

President Beyer introduced Elise Robinson, Director of Human Resources for exempt employees. Elise reported to the Board on our Employee Wellness Program, which was formed in 2013 to promote wellness on campus. The goal of the Wellness Team is to develop fitness, diet, spirit, and mind for optimal health and well-being. She discussed events and activities offered to employees including a variety of wellness classes. This program builds morale and retention and makes EvCC a great place to work. Our community partners include Everett Parks & Recreation, the American Heart Association, and the Red Cross, among others. She also mentioned the EvCC Wellness Program has received awards including the American Heart Association Bronze Recognition and (for the last 3 years) the Washington Health Care Authority Team WorkWell Zo8 Award.

President Beyer reported to the Board that it is good to have a budget from the Legislature so our budget can be approved at this meeting. Typically at this meeting, we give a summary of things that are going on throughout the year and set the stage for priorities for next year. We have not done that this year because we have been focused primarily on the budget. We will have this update at the Board of Trustees Retreat.

It is the end of the year and there are many things going on at the college. A big thing for us is that we are one of six or seven colleges in the state who continue to grow. At EvCC, we are in a good place but this is a big issue for the state community college system to not reach enrollment targets. President Beyer attributes that to our reputation for great teaching, our focus on the importance of student learning, the quality of our programs, being intentional about strategies, and how we work with partners across the county in terms of workforce training.

This past year, he has been one of four or five community college presidents on an advisory committee for the UW. They received a grant from the Gates Foundation to study the capacity of higher education in King, Snohomish and Pierce counties, looking at educational data in terms of work and projecting out how many job openings there are for students. They provided a draft report at the last meeting. One conclusion they drew was that proximity is a major factor in where students choose to attend college. Location matters. The report also shows that community colleges are effective in putting people to work as well as transferring students from 2-year to 4-year institutions. One conclusion is that there is not enough capacity in baccalaureate level higher education. The report is beneficial for us to know about and gives us some food for thought in terms of where we should go in the future for applied baccalaureate or professional technology degrees and what transfer programs are valuable. One area reviewed in terms of increasing capacity for baccalaureate degrees is Running Start and how that is growing and successful. We will bring back the final report when it is completed.

Roll call

Chair Mike Deller called the meeting to order. Present for the meeting were Trustees Mike Deller, Gigi Burke, and Bob Bolerjack. Trustee Betty Cobbs participated by telephone. Also present were

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President David Beyer, Recording Secretary Melissa Geraghty, Assistant Attorney General Roslyn Sterling, Student Representative Tina Te, Classified Representative Dan Murphy, Faculty Representative Mike VanQuickenborne, Faculty Council Representative Steven Tobias, and 12 faculty, staff, students and administrators.

Reports from the Board

Trustee Bob Bolerjack reported that on August 15 WSU has a ribbon cutting ceremony for the new WSU building. WSU would not have been here if Everett Community College had not saved the University Center years ago. Everett Community College brought 4-year education to Snohomish County and deserves a lot of credit.

Trustee Betty Cobbs congratulated Trustee Mike Deller on his first meeting as Chair. She commented on an article she read regarding a former community college student who is now a Harvard graduate. The value of his community college education provided him an opportunity to start with higher education and then transfer to a 4-year university. He credits his community college education as one major aspect of his success. The role that community colleges play is critical to the success of students no matter what age or background.

Trustee Mike Deller reported he received an email from John Olson about a former student who was currently visiting campus. This student was at EvCC from Iran in 1979 just before sanctions were put on Iranian immigrants; because of those sanctions, his green card and immigration status were affected. The Dean of Students, Mr. Bill Deller, helped this student to stay in school and occasionally provided him with food. The student went on to become a Boeing engineer and now owns a company that employs hundreds. The former student was able to connect with Mr. Bill Deller and it was a very touching reunion. The message here is that community colleges play an integral part in people's lives. Trustee Deller thanked Trustee Bob Bolerjack for his term as Board Chair and thanked Meagan King for her time as ASB President.

Trustee Gigi Burke reported graduation was a great event – it's her favorite of the year. It is moving and inspiring, and is a reminder of why we are here.

Chair Mike Deller then asked that a date be determined for a Board Planning Retreat to establish and focus on priorities for the next year. Accreditation will be a major focus at this retreat as well. The Board Retreat was set for Tuesday, October 17 at 4:00pm.

Chair Mike Deller also asked that an August Board meeting be added in order for the Board to review and vote on the Accreditation Report. The August Board meeting was set for Tuesday, August 15 at 2:45pm.

Consent Agenda

MOTION 01-07-2017

Gigi Burke moved for approval of the consent agenda. Bob Bolerjack seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Tina Te reported to the Board that summer quarter is quiet. They have filled the student leader positions and have a team of 55 students who will start at the beginning of August. ASB Executive Council continues with development of a food pantry and hopes to have it operational by fall quarter. They are partnering with Volunteers of America on this project. There is also a lot of interest from the State Board to implement this on colleges across the state. In August, there will be a Student LIFE training week and a 3-day conference in Pasco for student leaders. Welcome week is coming up for student leaders to get to know new and returning students. And the Student LIFE office remodel is in progress; they hope it will be 85% completed by September 15.

Classified Representative

Dan Murphy reported that there is relief and gratitude that the budget passed. There will be on-campus training in September for shop stewards to go over contracts. The Committee discussed security cameras on the WSU building only to make sure privacy concerns are balanced with security needs. Their community service project was successful. They were joined by Lowes employees to clean up an historic 110-year old building in downtown Everett and were proud to make this beautiful building more attractive. Trustee Gigi Burke congratulated Dan and his team on this project and commented that her family has very strong ties with this building. Dan reported on a state-wide effort among state employees that are part of the union to secure more new members as a Supreme Court vote, if upheld, will remove the requirement to pay fees and so might forestall some members from paying dues.

Faculty Representative

Mike VanQuickenborne reported to the Board that the in budget, the State Board put in an ask for faculty salary increases but it was not included in the budget. There is a cost of living adjustment but faculty are disappointed in this turn of events as they feel they are underpaid. Negotiations continue with a mediator but that has been delayed to August. He reviewed the revised Student Code of Conduct and notes from VP staff meetings in preparation for this meeting. He reported that faculty understands the revision are coming from a federal standpoint and are in favor of protection of Title IX for students; it is the implementation on campus that is causing concern. They feel there has not been enough opportunity for discussion. He commented that having a campus open forum at the Board meeting or immediately preceding sends a message that input is not valued. One example of increased faculty participation is Guided Pathways. Leave was granted to Anne Brackett and Kristine Washburn so they can continue being involved in those major changes. But on the other side, concern is expressed about the changes to counseling, as starting in fall there won't be full-time counselors at the counseling center. If there are major changes across campus, it would be good to get faculty involved in a meaningful and long-term way, and get faculty buy-in in terms of decisions.

President Beyer commented that we are focused on students so moving the counselors has to do with locating them where students can access counselors best. If students have issues that create challenges and there is a challenge accessing counselors, it's best that counselors are located where students are. This plan is working in other instances where we have already housed counselors across campus. We want them located where students can more readily access counselors when they have the time to do so. It seems to be more logical to put counselors where students are located.

Mike suggested that maybe leadership could meet with counselors to discuss the moves and how these broad changes are being done to effectively serve our students.

Faculty Council Representative

Steven Tobias reported to the Board that after the last discussion at the Board Meeting that there was a lot of email on the counselor location topic. He does not have an informed opinion, but generally speaking, administration decisions are very good and sound. He feels that people are reacting more to the fact that they don't feel like they were there from the beginning of the conversation. He wonders if there is any way he could set up a system for passing along information to faculty. On a more positive note, he and four others are attending an institute in August at Evergreen State College on effective teaching.

President Beyer commented that VP Staff meetings are open to all. We schedule one each month in the afternoon because Steven is able to attend. He told Steven that his efforts to be there and participate as much as he can are appreciated. Steven commented that he is trying to establish a chain of command so if he has important information to convey he can as well.

Executive Summary of Revisions to Student Code of Conduct

Rebecca Lamboley reported to the Board on revisions to the Student Code of Conduct. The Student Code of Conduct consists of all policies and procedures that apply to EvCC students. It was revised for three key reasons:

1. To update Title IX policy and proceedings to incorporate update federal guidance and increase transparency;
2. To update due process proceedings to ensure compliance with updated interpretation of the Administrative Procedure Act under state law; and
3. To implement the model Student Code of Conduct as developed by the Attorney General's office.

Timeline:

- July 18, 2017 – BOT first review.
- July 21, 2017 – Final WAC process paperwork submitted.
- September 19, 2017 – BOT second review with open forum giving the campus community the opportunity to provide comment to the Board prior to their vote. BOT vote on whether to pass the Student Code of Conduct as drafted and presented during this meeting or for additional revisions to be made.
- November 5, 2017 – If the BOT votes to approve the drafted Student Code of Conduct on September 19, the policy becomes effective (the WAC process requires a 60-day waiting period).

AAG Roslyn Sterling reported that the case that changed the policy/procedure was decided by the Supreme Court, and these changes will comport with the Attorney General's office's proposed rules. Ultimately it increases due process protections as this is now a more protective policy and procedure. She is in support of this move to get on track. This is where these types of policies and procedures are headed and focuses on student codes of code, not on faculty.

Trustee Deller commented to Becky that it sounds like she has been making an effort to reach out to the campus community to get input. Some faculty are responding and Becky has reached out with a lot of channels.

Review and Take Action on Resolution 2017-07-01 – Adoption of the 2017-18 General Fund Operating Budget

Jennifer Howard presented to the Board the 2017-2018 General Fund Operating Budget. Revenues and expenditures are balanced at \$61,085,933 for the 2017-2018 fiscal year operating budget. Changes to the budget for 2017-2018 include:

1. Tuition increase of 2.2%
2. Select student fee increase of 3%
3. Fee increase (approximately 6%) for select science, engineering and math courses
4. Increase in Running Start rate 3% as per legislative action, and increase in actual enrollments for 16/17 resulting in increased expected revenues for 17/19
5. Salary increases for classified and exempt at 2%
6. Salary increases for faculty at 2.3%
7. Turnover salary increase for tenure track/tenured faculty at \$426.70 per person
8. Expenditure reductions in equipment, travel, and contracting

It is recommended that the Board approve the proposed budget for 2017-2018.

MOTION 02-07-2017 Gigi Burke moved that the Board of Trustees approve a motion to adopt the 2017-18 General Fund Operating Budget. Betty Cobbs seconded the motion and the motion passed unanimously.

The Trustees thanked Jennifer and her team. The presentation was well organized and easy to understand.

Review and Take Action on New Certificates for 2016-17

Interim Executive Vice President Gail Miulli presented to the Board that College procedure requires that all degrees, certificates, and diplomas offered by the college are reviewed by the Board of Trustees. Board approval is required for credentials of 20 credits or more. The following new and revised certificates were approved by Instructional Council in 2016-17:

- Technical Customer Service Representative (TCSR) Certificate – 43 credits
- Cybersecurity Analyst Certificate – 15 credits

The Technical Customer Service Representative Certificate was developed with the support of the Washington Integrated Sector Employment (WISE) grant. The college estimates that grant, tuition and state support will be sufficient to support the expenses of the TCSR Certificate. The College estimates that tuition, fees and state support will be sufficient to support the expenses of the Cybersecurity Analyst Certificate.

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MOTION 03-07-2017 Bob Bolerjack moved that the Board of Trustees approve a motion for approval of the New Certificates for 2016-17. Gigi Burke seconded the motion and the motion passed unanimously.

President Beyer mentioned that this is Gail Miulli's last Board of Trustees meeting as Interim Executive Vice President and thanked her for her time. She will continue to do some work with the college.

Executive Session

The Board will adjourn into an Executive Session to discuss with legal counsel litigation or potential litigation. No action will be taken. The meeting will end immediately following the Executive Session.

Adjourn

Meeting adjourned at 7:30 p.m.

Mike Deller, Chair
Board of Trustees

David N. Beyer, Secretary
Board of Trustees