The Board of Trustees of Everett Community College met on September 17, 2008 at 5:00 p.m. in the Olympus Board Room at Everett Community College.

President's Update

- Introductions of new faculty, Darrell Mihara, Dean of Basic Skills and Adult Ed, Jene Ladke, Director of Campus Health, Safety & Security, Kerri Kirk, Director of Bookstore, Michael Klim, Director of IT, Visakan Ganeson, Director of International Education, Tom Harker, Interim Vice President of Administrative Services

- Snohomish County PUD Energy Efficiency Incentive Award. Snohomish County PUD has a long standing relationship with Everett Community College for helping us understand and implement energy efficient upgrades. Since June 2000, Everett Community College's Lead Electrician has applied for and received funding support for a total of 23 lighting efficiency projects.

  In May 2007, the College entered into a "High Efficiency New Construction Schools Agreement" with the PUD for Gray Wolf Hall. In accordance with the agreement, the College had to at least achieve a design efficiency of 20% more efficient then the Washington State Energy Code. Because the Gray Wolf Hall design was 43% more energy efficient then the Washington State Energy Code, the College's incentive payment is $77,000. The resources from the PUD will be used to continue the College's sustainability initiatives.

- ORCA Program update
  Ardi Kveven, Executive Director, Ocean Research College Academy presented to the Board that the Ocean Research College Academy at Everett Community College is the only program of its kind in the nation. Housed at the Applied Technology Training Center, ORCA students use the local marine environment as the interdisciplinary lens for critical thinking in all disciplines. ORCA has experienced tremendous success since inception. ORCA's application of the running start model in an early college format where the students stay together in a learning community for two years has yielded unparalleled success: 85% of ORCA students earn the AAS. Of these graduates, 95% matriculate to universities, where they major in a wide variety of fields: from environmental health as a pathway to medical school and other science fields to social sciences like International Studies. The time to a bachelor's degree is accelerated, potentially saving the state millions.

  ORCA's integration of math and science further ensures student success in university and beyond, while addressing the nation's need for citizens who understand and apply math and science. ORCA students earn over 30 credits in science and math, regardless of the major they choose. Their ability to make informed decisions based on evidence stems from their experiences at ORCA. Educational research supports the ORCA model, stating that pre-collegiate academic intensity is the best predictor of bachelor's degree

attainment.[1] Persistence in mathematics beyond intermediate algebra provides the tipping point for student bachelor degree attainment for high school students, but community college students as well.[2] The academic intensity commonly called rigor is the cornerstone of ORCA. While science provided the impetus for asking questions, ORCA students become life long learners in all disciplines because they were empowered to become active participants in their education.

Everett Community College has a unique opportunity to establish a footprint for a future facility for ORCA along the Mukilteo Waterfront. ORCA students are active in the marine community, designing and conducting extensive water quality monitoring in Possession Sound. ORCA would like to engage in further dialog with the Port of Everett and the stakeholders of the Mukilteo Tank Farm Property (WSF, Sound Transit, NOAA) and discuss the future development of the property and the potential facility for EvCC.

Roll Call

Present for the meeting were trustees Nancy Truitt Pierce, Tom Gaffney, James Shipman and Carlos Veliz. Also present were President David Beyer, Recording Secretary Cheryl Blackburn, Faculty Representative Tom Gaskin, Classified Representative Manja Schultz, and 32 faculty, staff, administrators and students.

Approval of Minutes

Chair Nancy Truitt Pierce asked if there were any corrections, additions or deletions to the minutes from the July 9, 2008 Board meeting.

MOTION 01-09-2008 Tom Gaffney moved for approval of the minutes from the July 9, 2008 Board meeting. James Shipman seconded the motion and the motion passed unanimously.

Reports

Student Representation

No student report.

Classified Representative

Manja Shultz welcomed everyone back to a new school year. She thanked Max Phipps and Phyllis Alexander who have been working hard on contract negotiations trying to achieve a fair contract for the 2010-2012 school years and is pleased to announce that the new contract has been approved.

Classified staff members continue to make this a great place to work for fellow employees and students and Manja would like to share the classified union's appreciation to the Faculty,

[1] Adelman, C. (2006). *The Toolbox Revisited: Paths to Degree Completion from High School Through College.* U.S. Department of Education.
[2] Ibid.

Administration, Dr. Beyer and the Board of Trustees who are also supporting them and appreciate all that the classified staff do for this campus community.

Other union officers Laura Little, vice president and Donna Staggs, secretary have also been an immense help this past year and continue to work so hard in the best interest of fellow classified staff members as well as union area representatives Addley Tolle and Joe Kendo who also go above and beyond to represent them.

Faculty Representative

Tom Gaskin welcomed Tom Harker, Interim Vice President of Administration back to EvCC. He mentioned that it was the fortieth anniversary today for the local AFT Charter 1873. He thanked Trustee Nancy Truitt Pierce, President Beyer and Sandra Fowler Hill, Vice President of Instruction for attending their union lunch where they honored past members and presidents who were also in attendance. The union has finished working with Sandra Fowler Hill to get all the appendices done to the contract and it is now available on the S drive.

The PERC hearings regarding administrative/exempt organization are complete and it will probably take an additional three to four months to make a decision. Tom welcomed the new faculty and acknowledged their enthusiasm and looks forward to working with them.

Adopt Resolution 2008-01-09 Designation of Signature Authority, to update approved signatories for college depository accounts and treasury management services and to change the designated Treasurer

Patrick Sisneros, Associate Vice President of Administrative Services asked the Board to adopt Resolution 2008-01-09 which would accomplish the following:

(1) designating Tom Harker as Treasurer,
(2) designating David N. Beyer, Tom Harker and Greg Walthew (Interim Director of Accounting Services) as authorized signatories for depository transactions, and
(3) authorizing David N. Beyer, Tom Harker, and Greg Walthew to act on behalf of Everett Community College in all actions taken regarding Treasury Management Services.

In accordance with previous board action, two signatories are required on any order to the depository. Those two signatories are to be two of the following, David N. Beyer, Tom Harker or Greg Walthew.

MOTION 02-09-2008 James Shipman moved to adopt Resolution 2008-01-09 Designation of Signature Authority, to update approved signatories for college depository accounts and Treasury Management Services and to change the designated Treasurer. Carlos Veliz seconded the motion and the motion passed unanimously.

Approval of Facility Use Classification and Rental rate Schedule

Patrick Sisneros, Associate Vice President of Administrative Services presented to the Board that the College administers the rental of the conference rooms, classrooms, seminar rooms, and computer training labs.

The proposal before the Board is to consider and approve the Facility Use Classification and Rental Rate Schedule. This policy directive updates the facility use classifications into three categories - 1) official college activities, 2) civic, non-profit agencies and services groups, and 3) commercial, business and/or for-profit organizations and the rental fee schedule for each category type. This facility use classification and rental rate schedule will help streamline facility rental administration and more closely align our rate schedule with other rental rates in Snohomish County.

MOTION 03-09-2008 Tom Gaffney moved to approve the Facility Use Classification and Rental Rate Schedule with the condition that it will be reviewed by the Board in one year. Carlos Veliz seconded the motion and the motion passed unanimously.

Review 2007-08 General Fund Operating Budget Final Report

Patrick Sisneros, Associate Vice President of Administrative Services presented the 2007-08 General Fund Operating Budget Final Report to the Board of Trustees. The College ended the fiscal year (2007-08) with a strong surplus. Actual revenues ($37,817,939) exceeded actual expenditures ($36,609,813) by $1,208,126. The surplus was 3.3% of expenditures.

There are a few major factors that enabled us to have a surplus. Revenue from the state was $75,000 higher than budgeted and tuition revenue was more than $600,000 more than budgeted. Overall actual expenditures were below budgeted expenditures. The most significant component of unspent expenditures was "vacancy savings." By transferring unused salary and benefit funds due to vacant positions the College saved $287,000.

The College's Fund Balance increased from $1,996,549 to $3,204,676. The Fund Balance is now 8.3% of FY 2008-09 expenses ($38,707,036) – more than $100,000 higher than the goal. The surplus does provide cushion to address any potential reduction in state funding. It also gives us the opportunity to invest in program growth.

The positive operating result is a consequence of great effort by College departments to limit expenditures and solid work by the accounting and budgeting staff to identify cost saving opportunities.

Executive Session

At 6:30 p.m. Chair Nancy Truitt Pierce adjourned into executive session to discuss property litigation. She stated that no action would be taken.

Adjourn

Meeting adjourned at 7:00 p.m.

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Nancy Truitt Pierce, Chair Board of Trustees	David N. Beyer, Secretary Board of Trustees