

The Board of Trustees of Everett Community College met on March 11, 2009 at 5:00 p.m. in Whitehorse Room 105 at Everett Community College.

### **President's Update**

Chair Nancy Truitt Pierce introduced Dr. Betty Cobbs as our newest Board of Trustee member. Dr. Cobbs was appointed by Governor Christine Gregoire in March 2009 and is the Director of Human Resources for Everett Public Schools, focusing on K-12 teacher development and recruitment.

### **School of Business Design**

Lynne Munoz, Director, School of Business Design presented an overview of the School of Business Design and also introduced:

- Juergen Kneifel, Instructor; Faculty, School of Business Design
- Michael Vershot, Director, Business and Economic Development Center at University of Washington
- Brooks Gekler, Director, UW-Bothell Business Development Center
- Debbie Emge, Economic Development Manager, City of Snohomish
- Tyeson Panella, Graduating student with ATA in Entrepreneurship
- Kelsey Allen, Graduated student with ATA in Entrepreneurship and DTA in Business

The School of Business Design currently has a full-time Director (tenured faculty release position) and a full-time temporary faculty position funded by the Herbert B. Jones Grant. In addition, the grant provided for some conference travel and payment for client development and supervision of student business teams and student project teams. Additional business and entrepreneurship class sections are taught by associate faculty. Lynne presentation included:

- Informing the Board about the progress of the School of Business Design program
- Explained the ATA in Entrepreneurship and its relationship to the ATA in Business and DTA in Business
- Highlighted local businesses and organizations that have been clients with the School of Business Design
- Described the student business teams that have been created in the Entrepreneurship classes BUS 205/206
- Introduction of the School of Business Design partners from University of Washington and City of Snohomish
- Perceptions and outcomes from School of Business Design students and graduates

**Board of Trustees**  
**March 11, 2009**  
**Board Meeting**  
**Page 2**

The School of Business Design provides quality business and entrepreneurship education with learner-centered activities for EvCC students. Entrepreneurship students work with small, minority- and women-owned businesses in Snohomish County to provide diverse perspectives and develop marketing and business plans to help organizations thrive and contribute to the economic development in the county.

**Roll Call**

Present for the meeting were trustees James Shipman, Betty Cobbs, Gene Chase and Chair Nancy Truitt Pierce. Also present were President David Beyer, Assistant Attorney General Scott Majors, Recording Secretary Cheryl Blackburn, Faculty Representative Tom Gaskin, Classified Representative Max Phipps, and 65 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 February 18, 2009 Board meeting.

**MOTION 01-03-2009** James Shipman moved for approval of the minutes from the February 18, 2009 Board meeting. Nancy Truitt Pierce seconded the motion and the motion passed unanimously.

**Reports to the Board**

**Classified Representative**

Reports to the Board will now be presented by local union representatives Max Phipps or Phyllis Alexander. Max reported that even though the sub local is not active, contractually nothing has changed. The Union is currently negotiating the four-day work week for this summer and sales tax on parking fees. They are also in the process of suing the Governor for not putting forth their contracts. In the interim, they have secured the right to go back into negotiations to work toward getting the contract re-ratified.

**Faculty Representative**

Tom Gaskin welcomed Max Phipps to the meeting as well as Dr. Betty Cobbs. It is an exciting night with the consideration of tenure, continuation of probation and the Washington Academic Team and Jack Kent Cook scholarship nominees. There is concern about the discontinuation of the Child and Family Ed Program and the lack of explanation/justification for canceling it. Tom commended administration on the current budget process explaining how budget cuts will be made, what savings the College is planning on making and what savings we need to strive for. He also asked what the possibilities were of using a portion of the fund balance to offset the financial crisis that we are faced with.

**Washington's All Academic Team and Jack Ken Cooke Scholarship Nominees**

Dottie Krzyzanoski, Interim VP of College Advancement presented to the Board nominees to the Washington's All-USA Today's Academic Team and the Jack Kent Cooke Scholarship nominees.

**All-USA Today's Academic Team**

Each year, the American Association of Community Colleges, USA TODAY and Phi Theta Kappa Honor Society provide an opportunity for students to be recognized for academic excellence. Students must have earned forty-five or more college credits with a grade point average of at least a 3.25, and be pursuing an associate degree with a scheduled completion date of August 2009 and/or intending to transfer to a four-year college or university to earn a Bachelor's degree. Each community college may submit two nominees. These students then compete in the national scholarship program that will recognize the sixty most outstanding two-year college students for 2008-09. This year the nominees are - Kelsey Aleen Musgrove who plans to major in biochemistry at University of Washington in the fall, 2009 and Nina Nikolova who plans to complete her bachelor's degree in Business Administration, then pursue a master's degree in Finance at the University of Washington

In addition, the two nominees from each of the Washington community and technical colleges will be recognized by Governor Gregoire at a special ceremony in Olympia in March 2009.

**Jack Kent Cooke Foundation Scholarships**

Everett Community College may submit two nominees to the Jack Kent Cooke Foundation, which typically awards annually as many as fifty Undergraduate Transfer scholarships to community college students. Each award covers a portion of the student's educational and living expenses for the last two to three years of a baccalaureate degree. The amount and duration of the awards vary by student with \$30,000 per year as the maximum available per student. This is the largest scholarship offered in the U. S. to community college transfer students.

To be competitive, nominees must have a minimum cumulative Grade Point Average of 3.50, a high financial need, a commitment to public and community service, a strong appreciation for the arts, and plan to enroll at a university beginning fall 2009. EvCC nominees receive a \$1,000 scholarship from the college. This year the nominees are Phuong Duong who plans to attend the University of Washington to obtain her bachelor's degree in Electrical Engineering and Jeremy Raymond who plans to pursue a degree in business administration at the University of Washington, Bothell.

**Review and take action on faculty tenure recommendations and faculty probationary renewal recommendations**

Sandra Fowler-Hill, VP of Instruction presented to the Board that Per Section 10.100 of the faculty contract:

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. 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 District President. 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. The probationary period may extend in accordance with RCW 28B.50.852.

One probationer, who is in her 11<sup>th</sup> probationary quarter, is being recommended for tenure by her appointment review committee:

Nina Benedetti, High School Completion

Five probationers, who are in their 8<sup>th</sup> probationary quarter, are being recommended for tenure by their appointment review committees:

Linda Berkley, Studio Arts  
Dongwa Hu, Economics  
Lisa Miller, Nursing  
Steven Powell, Chemistry  
Kristine Washburn, Physics

**MOTION 02-03-2009** Gene Chase moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee, grant tenure to Nina Benedetti, Linda Berkley, Dongwa Hu, Lisa Miller, Steven Powell and Kristine Washburn. Betty Cobbs seconded the motion and the motion passed unanimously.

Sandra Fowler-Hill presented that ten first year probationers are being recommended for renewal of their probationary contracts. The Board took the following action:

**MOTION 03-03-2009** James Shipman moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee, renew the probationary contracts for Tophe Anderson, Diane Simpson-Brown, Alegdy Carrillo-Martin, Rachel Kingsley, Brett Kuwada, Michael Nevins, Christopher Quarles, Robert Osnes, Jason Ripper and Cindy Weber. Betty Cobbs seconded the motion and the motion passed unanimously.

**Draft of Accreditation 2010 Self-Study Timeline**

Sandra Fowler-Hill, VP of Instruction presented to the Board that the College is preparing for the April 2010 Northwest Commission on Colleges and Universities full-scale accreditation evaluation by conducting a self-study. A steering committee and standards subcommittees have been meeting to confirm compliance with eligibility requirements, gather data and begin writing draft reports. She reviewed with the Board the timeline which began with the pre-planning stage in June, 2008 through the site visit scheduled for April 7-9, 2010.

**Strategic Plan Update**

Christine Kerlin, Vice President of Enrollment Management and Executive Director of the University Center of North Puget Sound presented that the current Plan which was approved by the Board in Summer, 2006, has guided budget decisions and program actions. The various strategies and goals of the Plan have been tracked, but it is appropriate to review the whole Plan again to assure that it is relevant to our ability to meet current and future challenges. At the same time, we should review our Vision and Mission statements to assure they reflect our shared perspectives and are properly stated. Review of the Strategic Plan includes focused discussions with various sectors of the College and the community, as well as campus-wide discussions.

**Enrollment Update**

Christine Kerlin, Vice President of Enrollment Management gave an update on enrollment. With Summer and Fall enrollment data final, and Winter Quarter enrollment almost final, enrollment is ahead of last year at this time. The current economy is also driving students to look at attending community colleges with the four-year universities becoming more expensive to attend.

**Approve Resolution 2009-03-01 to amend current General Fund Operating Budget**

Jennifer Howard, VP of Administration presented that the General Fund is proposed to increase by \$154,958. The increase results from a combination of (1) an increase in revenue from the State Board for additional FTE for University Center of North Puget Sound, (2) a decrease in expenditures based on revised College quarterly revenue projections, and (3) an increase for a draw from the CIS equipment reserve to fund replacement of critical IT infrastructure equipment which is at the end of its useful life.

Board action on the proposed budget amendment will increase total revenue and expenditures. The budget will continue to be in balance if the amendments are approved.

**MOTION 04-03-2009**

James Shipman moved to approve Resolution 2009-03-01 to amend the current General Fund Operating Budget. Gene Chase seconded the motion and the motion passed unanimously.

**Board of Trustees**  
**March 11, 2009**  
**Board Meeting**  
**Page 6**

**Review the monthly General Fund Operating Budget Report for Fiscal Year 2008-09**  
**Operating Budget**

Jennifer Howard, VP of Administrative Services gave the Board an update on the 2008-09 general operating fund budget-to-actual as of February 28, 2009. Spending is down, revenue is up in many areas, and we continue to track well for the current fiscal year.

**Executive Session**

At 7:20 Chair Nancy Truitt Pierce adjourned into executive session to discuss property issues. She stated that no action would be taken.

**Adjourn**

Meeting adjourned at 7:40.

---

Nancy Truitt Pierce, Chair  
Board of Trustees

---

David N. Beyer, Secretary  
Board of Trustees