

The Board of Trustees of Everett Community College met on April 20, 2010, at 5:00 p.m. in Gray Wolf Hall at Everett Community College.

Open Audience Participation

The Trustees received public comment in regards to the current assignments of six full-time tenure or tenure track counselors which will be changed to a more distributed model of service provision. The plan is to have four of the six counselors assigned specifically to academic divisions or departments (Learning Services, Business and Workforce Education, and Trio), and two counselors specifically assigned personal/crisis counseling. Counselors assigned to divisions and departments will focus on academic and career counseling. In addition, there was public comment on the four temporary full-time counselors who will not have their contract renewed due to the unprecedented budget challenge that the college is facing.

Roll Call

Present for the meeting were trustees Gene Chase, Tom Gaffney, Chair James Shipman, Betty Cobbs, and Gigi Burke. Also present were President David Beyer, Assistant Attorney General Scott Majors, Recording Secretary Cheryl Blackburn, Student Representative Brent Thompson, Faculty Representative Tom Gaskin, Classified Representative Max Phipps and 72 faculty, staff, administrators and students.

Consent Agenda

MOTION 01-04-2010 Betty Cobbs moved for approval of the minutes from the March 16, 2010 Board meeting. Tom Gaffney seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

ASB President Brent Thompson reported that the Athletics Hall of Fame dinner will be on May 26th at the Comcast Arena. Both baseball and softball teams are 7-1 in the league. Student Programs Board will be presenting Guantanamo Bay: A US Army Muslim Chaplain's Struggle for Justice at Noon on Thursday, April 22nd and the Northstar Dance Company will be performing on May 4th. On April 9th and 10th the Executive Council traveled to Clark Community College to participate in the Voice Academy. Brent also reported that the student goals are wrapping up and the S&A budget will be presented to the Board in May. Graduation will be on June 11th at the Comcast Arena and the Student Awards banquet will be on May 14th at the Holiday Inn. Brent read a letter to the Board from a student regarding the changes to the Counseling Center and also thanked the students who came to speak to the Board.

Classified Representative

There was no classified report

Board of Trustees

April 20, 2010

Board Meeting

Page 2

Faculty Representative

Tom Gaskin expressed concern about the proposed changes to the Counseling, Advising and Career Center. The current structure has helped keep students in school, to help navigate them through. With the proposed changes there will be fewer counselors to assist with personal issues that so many students are facing. He also reported that by eliminating four full-time temporary positions that were part of the AFT union and converting those to four exempt positions would be skimming. He was concerned that this proposal came forward to the Board without the opportunity for campus discussion. He hopes that the Board will consider these points when making a decision.

Hi-Q Update

Linda Summers, Outreach Specialist presented to the Board a report on the Hi-Q program and the results of the competitive matches held during the 2009-10 year.

Hi-Q is the oldest continuous academic quiz competition for high school students in the nation. Initiated in 1948 in Pennsylvania, Hi-Q has been in the Everett region since 1976. Teams accumulate points during their three matches by answering questions that are based primarily on 14 high school courses. There are two types of questions: standard format, when all teams are asked a question from that category; and toss-up, when the team that responds first gets the opportunity to answer. The top scoring team automatically advances to the Championship Match. Six additional teams face-off in the semi-finals with two teams advancing from these matches to play in the final match.

Eighteen high schools from Snohomish and Island counties participated during the 2010 season. The only private school in the group was Archbishop Thomas Murphy High School. Geographically the teams were from as North as Stanwood, as West as South Whidbey, as East as Darrington and as South as Edmonds-Woodway. In total, 143 students represented their schools in eighteen regular season matches.

The 2010 season concluded with Stanwood High School taking the championship, Monroe placing second and Arlington third. This was Stanwood's fourth championship since 1976.

Web Enhanced/Online/Hybrid Course Fee Discussion

Jeanne Leader, Dean of Arts and Learning Resources and Sara Frizell, Director of E-Learning presented that the eLearning program is proposing to establish a single course support fee that would be applied to all web enhanced, hybrid and online classes. As of summer quarter 2010, the SBCTC is requiring the use of specified codes for all face-to-face classes that require web access. Codes are already in use for online and hybrid classes. This is a timely opportunity to address support issues and to implement the use of one fee which would go into effect summer quarter 2010.

Projected revenue for 2010-2011, based on current course enrollments, would be:

- Online classes – 100 sections x 20 students per section x \$2.50 per credit = \$25,000
- Hybrid classes – 90 sections x 20 students per section x \$2.50 per credit = \$22,500
- Web enhanced – 300 sections x 20 students per section x \$2.50 per credit = \$75,000

Total per quarter = \$132,300 x 3 quarters = \$367,500 annual revenue

Board of Trustees

April 20, 2010

Board Meeting

Page 3

Revenue generated by the fees would continue to be used for the annual licensing and hosting of the ANGEL learning management system and associated testing tools (Respondus). The budget request for 2010-2011 also includes a new Instructional Technologist/Designer, part time hourly salary, a quarterly stipend for a faculty member to serve as a Quality Matters Trainer, and support service from Presidium. Presidium would provide telephone support to students and faculty during evening hours and weekends.

Nursing/Medical Assisting Administrative Processing Fee Discussion

Stu Barger, Dean of Health Sciences and Public Safety presented that increasingly employers look for assurance that the employees they hire have the educational backgrounds and training they need to be competitive. These discipline-specific accreditations help ensure to employers that we are producing graduates with outcome measures that speak to the rigor and quality of the academic program preparation. These accreditation agencies are requiring more and different forms of documentation on each candidate. The net result is that a significantly increased workload has evolved for the classified support staff to satisfy the accreditation bodies. We have reached the point we can no longer absorb the cost escalation for these services. Abandoning the accreditation is not feasible. Generation of a fee to, in part, cover the cost of these services by the beneficiary of the service would provide a continuation of this quality indicator. Compounding the problem is the probable loss of staffing secondary to the state budget reductions that are eminent.

The resource to address this specific need is proposed through the application of a Processing and Records Management Fee on two specialty programs: Medical Assisting and Nursing. Medical Assisting students would pay a one-time fee of \$35 at the point of applying to the Medical Assisting program and Nursing Students would pay a one-time fee of \$50 at the point where a file was generated in the admissions process.

Enough revenue would be generated to fund a 19-½ hour per week Office Assistant III dedicated to records management in these two programs. Accreditation information can be extracted from these records to support the accreditation processes in the MA and ADN programs. Many Washington Community and Technical Colleges use fees to fund direct program costs that provide a student benefit. The fees are not significantly higher than those assessed by other peer institutions; therefore, it is not anticipated significant student flight will occur.

Accreditation Visit

Sandra Fowler-Hill, Vice President of Instruction presented to the Board that the NWCCU (Northwest Commission on Colleges and Universities) conducted a comprehensive accreditation evaluation visit on April 7-9, 2010. The general message from the accreditation team was good. There were five commendations and eight recommendations. A final report will be completed within the next month and shared with us, and then submitted to the Northwest Commission. At their summer meeting we will meet with the commissioners and respond to the report prior to their final action. Dr. Beyer thanked everyone involved for their time and dedication during the accreditation process and visit.

Board of Trustees

April 20, 2010

Board Meeting

Page 4

Board Chair James Shipman invited Deanna Skinner back up to finish with her remarks regarding the proposed change to the Counseling, Advising and Career Center and encouraged all the counselors to meet with Dr. Fowler-Hill and report back to the Board next month.

Executive Session

At 6:40 Chair James Shipman adjourned into executive session to discuss legal issues pertaining to property. He stated that no action would be taken.

Adjourn

Meeting adjourned at 7:10 p.m.

James Shipman, Chair
Board of Trustees

David N. Beyer, Secretary
Board of Trustees