

AGENDA

Regular Meeting & Study Session
February 7, 2019
Gateway Hall 352
4:30 – 7:30 p.m.

MISSION: TEACHING | LEARNING | COMMUNITY

4:30 PM	A. Call to Order B. Introduction of Guests C. Public Comment (<i>2 min. each</i>) D. Approval of Meeting Minutes 1. November 15, 2018 Regular Meeting 2. November 29, 2018 Special Meeting E. Next meeting - March 14, 2019 at 4:30 p.m.	Dr. Tia Benson Tolle Dr. Tia Benson Tolle Dr. Tia Benson Tolle Dr. Tia Benson Tolle 	
4:45 PM	F. Informational and Monitoring Reports 1. Quarterly Budget Update 2. Feasibility Study Results 3. Legislative Districts	Kevin McKay Brad Thomas Cinda Lewis	 <i>14</i> <i>15</i>
5:30 PM	G. New Business – First Consideration 1. Consideration of Recommendation for Tenure Status 2. Consideration of Recommendation for Continuing Tenure Probationary Status 3. Consideration of Recommendation for Continuing Permanent Probationary Status 4. Consideration of Corrections Certificate	Dr. Charlie Crawford Dr. Charlie Crawford Dr. Charlie Crawford Dr. Charlie Crawford	 <i>19</i> <i>20</i> <i>26</i> <i>27</i>
5:50 PM	H. New Business – Action Approval of Corrections Certificate	Dr. Charlie Crawford	 <i>28</i>

Continued

6:00 PM	I. Representative Reports 1. Faculty Representative 2. Student Representative 3. Classified Staff Representative	Kay Latimer Mustapha Samateh Frederick Pieters	
6:15 PM	J. Foundation Report	Diana Clay	29
6:25 PM	K. President's Report	Dr. Amit Singh	31
6:35 PM	L. Board Discussion	Dr. Tia Benson Tolle	
6:45 PM	M. Executive Session	Dr. Tia Benson Tolle	
7:00 PM	N. Study Session ctcLink	Ligia Cicos	
7:30 PM	O. Adjournment	Dr. Tia Benson Tolle	

Times are estimates only and subject to change.

The Board of Trustees may convene to an Executive Session to discuss matters covered under RCW 42.30.110. Action from the Executive Session may be taken, if necessary, as a result of items discussed in the Executive Session.

Edmonds Community College will schedule meetings in locations that are free of mobility barriers. Information for individuals with hearing or visual impairments can be provided when adequate notice is given to the Office of the President, 425-640-1516.

DRAFT MINUTES**Regular Meeting
November 15, 2018**

Trustees Present: Dr. Tia Benson Tolle, Angela Durham, Quentin Powers, Emily Yim, Carl Zapora

Others Present: Arlene Anderson, Danielle Carnes, Christina Castorena, Dr. Terry Cox, Dr. Charlie Crawford, Dennis Curran, Jessica Hanaumi, Zesar Jongpermwattanapol, Frederick Peters, Dr. Amit Singh, Eva Smith, Dr. Yvonne Terrell-Powell, Brad Thomas

CALL TO ORDER

Dr. Benson Tolle called the meeting to order at 4:30 p.m. and welcomed those present.

INTRODUCTION OF GUESTS

Wayne Anthony, Dr. Wanda Billingsly, Linda Carlson, Dr. Saovra Ear, Elizabeth Fredrickson, Marisa Pierce, Mustapha Samateh, Spencer Stark, Jorge de la Torre, Andy Williams, Dr. Steve Woodard

PUBLIC COMMENT

There was no public comment.

APPROVAL OF SEPTEMBER 13, 2018 MEETING MINUTES

Motion: Trustee Clay moved the Board of Trustees approve the October 18, 2018 meeting minutes as presented. Trustee Powers seconded the motion. The Board unanimously approved the motion.

Approved

INFORMATIONAL AND MONITORING REPORTSFirst Quarter Budget Update

Dr. Amit Singh introduced Kevin McKay, Vice President of Finance and Operations, who presented the operating budget update to the Board.

WATR Center Update

Dr. Terry Cox introduced Larry Cluphf, Executive Director of the WATR Center, who provided an overview of WATR Center regarding partnerships, certificates offered, online curriculum, outreach to youth and veterans, and the *Boeing Training Center* (BTC).

OLD BUSINESS

2019-20 Triton Field Fee

Zasar Jongpermwattanapol, Student Government Executive Officer for Budget and Finance, presented information regarding focus group survey results referenced at the October Board meeting.

Motion: Trustee Powers moved the Board of Trustees approve the minutes as presented. Trustee Durham seconded the motion. The Board unanimously approved the motion.

Approved

Review of Board Policies

The Board proposed the following edits:

7.01pr - Remove the strikeout line from “for”

8.01pr - Page 2, second paragraph, remove second “as”

Motion: Trustee Yim moved the Board of Trustees approve the policies and procedures BOT 4.0, 4.01pr - Board Philosophy of Governance; BOT 5.0, 5.01pr - Board Civility and Respect; BOT 7.0, 7.01pr - Board Monitoring and Planning; BOT 8.0, 8.01pr - General Executive Expectations and Authority including the proposed edits. Trustee Durham seconded the motion. The Board unanimously approved the motion.

Approved

The Board requested review of BOT 9.0 and 9.01pr, regarding the President’s evaluation, be rescheduled to align with the evaluation cycle.

TBT/EY - possible draft of Equity and Inclusion policy (6.0) - add to discussion next meeting beefing up 6.0 or distinct new policy; email Board recommendations

2019 Board Meeting Dates

Motion: Trustee Zapora moved the Board of Trustees approve the 2019 Board Meeting dates as presented. Trustee Yim seconded the motion. The Board unanimously approved the motion.

Approved

REPORTS

Faculty Representative

There was no faculty report.

Student Representative

Attachment A

Classified Staff Representative

Attachment B

FOUNDATION REPORT

There was no Foundation report.

PRESIDENT'S REPORT

In addition to the President's Report (*Attachment C*), Dr. Singh highlighted:

- The EdCC Women's Volleyball team
- The Five Star Consortium
- EdCC's involvement in the Mariner Campus Community
- Town Halls
- WACT meeting and capital budget request
- The Foundation Scholarship Dinner attended by trustees Zapora and Clay and Student Trustee Durham.

BOARD DISCUSSION

ACCT Congress

Trustee Yim informed the Board that registration is open for the February 2019 National Legislative Summit.

ACT Fall Conference

Trustee Zapora shared information regarding the branding and communications for community colleges training as well as equity and inclusion training for trustees.

Trustee Powers provided a review of sessions attended on strategies community and technical colleges are using to maintain relevance.

Other

Dr. Singh informed the Board of Dr. Saovra Ear's departure from the college and thanked Dr. Ear for his leadership.

EXECUTIVE SESSION

The Board adjourned for Executive Session at 6:03 p.m. for the purpose of discussing a personnel issue.

The Board reconvened at 6:27 p.m. for a study session.

STUDY SESSION

Skills Analytics

Dr. Singh introduced Dr. Jim Shanahan, Shanahan Resources, who provided analytical data regarding job postings for entry-level positions in the last year with a focus on driver industries.

ADJOURNMENT

The meeting was adjourned by Chair Tia Benson Tolle at 7:42 p.m.

Next Meeting

The next Board meeting is a special joint meeting with the Edmonds School District on Thursday, November 29, 2018, at 4:30 p.m. in Gateway Hall 352.

Dr. Tia Benson Tolle, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

ATTACHMENT A

BOARD OF TRUSTEES November 15, 2018 Meeting Report Student Government

Executive Board Meeting

- The AEdCC Executive Board has formed a committee to fill the Administrative Liaison vacancy due to Dawson Shinnery's resignation. The committee will make a final decision no later than November 28, 2018.
- Executive Officer for Technology, Kevin Long, Executive Officer for Diversity, Jasmine Warner-Banks, and Executive Officer for Budget and Finance, Suchansinee Jongpermwattapanol (Zasar), along with the Director of CSEL, Wayne Anthony, attended the Association of College Unions International (ACUI) Region IV Conference at Gonzaga University from October 26-29, 2018. The theme was "finding your true north." Approximately 150 students and staff attended from two- and four-year colleges in the Pacific Northwest.
- Executive Officer for Community Relations, Loren Luis Everhart, Executive Officer for Student Relations, Edward Samudra, and the Director of CSEL, Wayne Anthony, will attend the Legislative Academy November 16-17, 2018. The Academy's primary focus is to provide legislative advocacy training in working with the Washington Community and Technical College Student Association (WACTCSA) and the 2019 Legislative Action Agenda.
- The Executive Board funded the 2019 Edmonds CC Foundation Gala at the \$7,500 level.
- The Executive Board provided funding for First Generation Week from November 5-9, 2018. This was a collaborative program between Edmonds CC, Central Washington University and the Edmonds CC Foundation.
- Thirty-one clubs are currently chartered this quarter.
- Edmonds CC volleyball team is currently ranked fourth in the Northwest Athletic Conference (NWAC). The volleyball championship began today.

Submitted by: Suchansinee Jongpermwattapanol (Zasar), AEdCC Executive Officer for Budget and Finance

ATTACHMENT B

**BOARD OF TRUSTEES
November 15, 2018 Meeting Report
WPEA/UFCW Local 365**

- I am pleased to say that my report will be short. There is always something going on, although none of these issues have come to the point of grievance procedure or even close to that point. I am thankful for the excellent working relationship we have with the college HR department.
- A continued struggle for our members is the raising cost of living in our area that is outpacing our COLA. Members that have been working for a long time at Edmonds CC are finding they can no longer afford the apartment/homes they have been renting and will soon be forced to move further away.

Respectfully submitted by:

Frederick Pieters, EdCC WPEA Shop Steward, WPEA VP District 7

PRESIDENT'S REPORT**ATTACHMENT C****DR. AMIT B. SINGH****EVENT HIGHLIGHTS OCTOBER – NOVEMBER 2018**

- Greater Trinity Annual Luncheon - At the invitation of Dr. Paul Stoot, Executive Director, I joined Dr. Yvonne Terrell-Powell, EdCC Vice President of Equity and Inclusion, on October 17, 2018, at the *Lynnwood Convention Center* to listen to keynote speaker Ms. Phyllis Turner Brim, Vice President and Assistant General Counsel at *Starbucks*. *Greater Trinity Academy* serves students from low-income households, and its mission complements the work of EdCC in eliminating the achievement gap.
- Lynnwood Rotary, Alderwood Terrace Rotary, Rotary Club of Edmonds - As part of engaging with the community, this month I have spoken at three of the four local Rotary Clubs, with a scheduled appearance as a guest speaker at the Edmonds Daybreakers on December 4, 2018. I have received feedback that the presentations were well-received and look forward to regular visits with each of the clubs. These local business owners clearly recognize the benefits brought to the community by EdCC.
- Culinary Dinner - Together with the winners of the “Dinner with the President” auction item at the EdCC Foundation Gala, I dined at the College Cafe on October 19, 2018. What an honor it was to enjoy the wonderful dinner presentation provided by the Culinary Department in support of our college.
- Edmonds Center for the Arts (ECA) Gala and Auction - October 20, 2018; It was my pleasure to attend the annual event raising funds to bring culturally diverse artists to the region and building education and outreach programs.
- Mariner Community Campus - I met with Jonalyn Woolf-Ivory, Executive Director of *Sno-Isle Libraries*, and attended the Launch Partner Meeting at *Economic Alliance Snohomish County* (EASC). This program is intended to bring various community services to the underserved Mariner community in South Everett. The initial meeting in late August brought together 18 service providers and funders in Snohomish County that, along with *Sno-Isle Libraries*, included:

Boys and Girls Clubs of Snohomish County
Community Transit
Economic Alliance Snohomish County
Edmonds Community College
Everett Community College
Greater Foundation Snohomish County
Leadership Snohomish County

Mukilteo School District
Snohomish County
Snohomish Health District
Snohomish STEM Network
State of Washington
United Way Snohomish County
Volunteers of America Western Washington
Washington State Family and Community Engagement Trust
Washington State University Everett
YMCA of Snohomish County

The Partnership is guided by State Senator Marco Liias, whose vision is to create a permanent, public-private partnership to build a facility to provide access to community members for needed services. The underlying principle, Liias said, is based on the notion of free and equal access to resources and technology, community opportunities, connection to the community and social equity.

- ACCT Leadership Congress - October 25, 2018, presentation with Trustee Yim, Trustee Powers, Dr. Yvonne Terrell-Powell, and Christina Castorena
- Town Halls - October 30, 2018, at the Black Box Theatre. We held one town hall in the morning and one in the afternoon. The EdCC community was invited and the events were very well attended by students, faculty and staff. I believe we created an opportunity for discussion of our vision and a great introduction of my leadership style to the college community.
- Hekinan-Edmonds Sister City Luncheon - October 31, 2018, the *Foundation for International Services* (FIS) hosted the delegation from Edmonds' Sister City of Hekinan, Japan. The event was well attended and provided a great opportunity to introduce the college to the visitors from Japan and the Edmonds city contingent.
- EASC Small Business Summit - This annual event at the Lynnwood Convention Center serves to November 1, 2018, at the Lynnwood Convention Center to
- Head Start Federal Review - Edmonds Community College Head Start is a free, federally-funded program providing comprehensive child development, early-learning and parent support services to low-income families with children from birth to five years old. The EdCC program underwent a federal review this past month.
- EdCC Volleyball - The EdCC volleyball team has had a remarkable season winning 18 matches in a row and working towards a North Region title. Kendall Broschat was recently named NWAC Volleyball Player of the Week, and former coach and NWAC Hall of Famer Janet Guenthe will be part of the inaugural Triton Athletics Hall of Fame class inducted in May 2019.
- 5 Star Diversity Career Fair
- Triton First Generation Week
- Fall 2018 CEO Roundtable - November 5, 2018, at Edmonds City Hall

- Community Welcome Reception - The November 5, 2018 reception at the Lynnwood Convention Center was very well attended and I felt warmly welcomed by the entire community. Remarks from Trustees Emily Yim and Carl Zapora; Student Trustee Angela Durham; Mayor Nicola Smith of Lynnwood, Mayor Dave Earling of Edmonds, Dr. David Beyer, president of Everett CC; Lynnwood Chief of Police Tom Davis; Wally Webster, community member; and Gary Hauf of Economic Alliance Snohomish County were greatly appreciated and I have expressed my thanks to all for the welcome.
- BAS moving forward apply by February (ask Terry)
- At the October 18, 2018, Board of Trustees meeting, a summary of goals and strategies were presented. Action steps for strategies will be finalized by the President's Cabinet and are ready for implementation.
- Veterans Day Celebration - This year's event was held November 7, 2018, at the Black Box Theatre and honored the service and commitment of all who served in the armed forces. Veterans Resource Center Director Chris Szarek, USN (Ret.) coordinated the event, which recognized the 100th anniversary of Armistice Day, the end of World War I.

DRAFT MINUTES**Special Joint Meeting with Edmonds School District
November 29, 2018**

Trustees Present: Diana Clay, Angela Durham, Quentin Powers, Emily Yim, Carl Zapora

Others Present: Danielle Carnes, Christina Castorena, Dr. Terry Cox, Dr. Charlie Crawford, Dennis Curran, Jessica Hanaumi, Dr. Amit Singh, Eva Smith, Dr. Yvonne Terrell-Powell, Brad Thomas

CALL TO ORDER

Vice Chair Emily Yim called the meeting to order at 5:30 p.m. and welcomed those present.

WELCOME, INTRODUCTIONS, AND UPDATES

Dr. Kristine McDuffy, Superintendent

Dana Geaslen, Executive Director Student Services

Dr. Kimberlee Armstrong, Executive Director, Equity & Public Relations

Dr. Rob Baumgartner, Executive Director, Student Learning

Stewart Mhyre, Executive Director, Business & Operations

ESD Update

Dr. McDuffy distributed an *ESD at a Glance* pamphlet, summarizing data for the district.

Dr. McDuffy highlighted three new school buildings in the Edmonds School District - Lynnwood High School, Mountlake Terrace High School, and Madrona.

Dr. McDuffy invited attendees to participate in the school tours with the superintendent scheduled throughout the year.

EdCC Update

Dr. Singh informed the Board that he and Dr. McDuffy continue to meet quarterly.

Dr. Singh provided an overview of goals for 2019-20 and discussed “leaning into the future” as it relates to the college.

REPORTSEdCC Legislative Priorities

Dr. Singh provided information from the Washington State Board of Community and Technical Colleges outlining the SBCTC legislative priorities for the upcoming session.

ESD Legislative Priorities

Dr. McDuffy provided a summary of the 2019 legislative priorities of the Northwest Educational Service District 189.

Applied Baccalaureate Degree Update

Dr. Terry Cox, Vice President of Workforce Development and Training, provided information regarding applied baccalaureate degrees in comparison with traditional baccalaureate degrees. The first BAS at EdCC was Child and Family Studies and the next to be added are IT Applications (in first round of approval) and Advanced Manufacturing and Materials.

EdCC Equity and Inclusion Update

Dr. Yvonne Terrell-Powell, Vice President of Equity and Inclusion, provided demographic information for the college, and highlighted Edmonds CC’s focus on closing the opportunity gap, Equity mindedness, and inclusive excellence.

Dr. Terrell-Powell summarized the inclusive excellence practices used in hiring the new president.

ESD Equity and Inclusion Update

Dr. Kimberlee Armstrong provided information regarding the ESD Race and Equity policy, environmental assessment, and the comprehensive plan.

Dr. Armstrong provided an overview of *Leadership 803*, a professional development course used by the school district focusing on awareness and equity.

Ms. Diana White noted that the first recipient of the Teachers of Color Foundation scholarship is due to graduate soon.

SET Building Update

Kevin McKay, Vice President of Operations and Finance, shared artist renderings of the SET building and provided information regarding the status and timeline of the building’s construction.

ADJOURNMENT

The meeting was adjourned by Vice Chair Emily Yim at 7:15 p.m.

Next Meeting

The next regular Board meeting will be Thursday, February 7, 2019, at 4:30 p.m. in Gateway Hall 352.

Dr. Tia Benson Tolle, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

July-Dec, 2018

Operating Budget vs Actuals

1/22/2019

PROGRAM	AREA	Total FY	Prorated Bdg	Expenditures	Prorated	Actual	Comparison	
		Budget	thru Dec (6/12)	thru Dec	% of Budget	% Expended	17/18	16/17
01	Instruction	25,044,546	12,522,273	10,407,829	50.0%	41.6%	41.0%	40.4%
04	Academic Support	4,284,791	2,142,396	2,004,903	50.0%	46.8%	45.9%	44.4%
05	Libr/Lrng Resrces	1,570,039	785,020	725,719	50.0%	46.2%	46.3%	44.6%
06	Student Services	7,041,216	3,520,608	2,362,423	50.0%	33.6%	33.5%	32.4%
08	Institut'l Support	12,371,902	6,185,951	5,533,162	50.0%	44.7%	44.1%	43.9%
09	Facilities/Operatns	5,820,639	2,910,320	2,778,694	50.0%	47.7%	44.9%	47.3%
Totals		56,133,133	28,066,567	23,812,730	50.0%	42.4%	41.7%	41.3%

Tuition Revenue	Total FY	Tuition Revenue	% Collected	Comparison	
	Budget	thru Dec	thru Dec	17/18	16/17
Total (all qtrs)	11,500,000	6,998,587	60.9%	59.7%	61.9%



Edmonds Community College Foundation Campaign Feasibility Study Executive Summary December 2018

Introduction

Edmonds Community College Foundation (Edmonds CC Foundation or Foundation) engaged The Alford Group (Alford or Counsel) to test the feasibility of a major philanthropic campaign for \$10 million to launch a Promise Scholarship Program, and to complete construction of the Science Engineering and Technology (SET) building.

The Campaign Feasibility Study (Study) was conducted between June 2018 and December 2018. A nine-member volunteer Feasibility Study Committee, co-chaired by Wendy Popke and Dick Beresford, was formed to provide general oversight for the Study process.

The Alford Group discussed Edmonds CC Foundation's plans with 40 individuals through 30 personal interviews as well as meetings with three staff leaders of Edmonds Community College and the Foundation.

The Feasibility Study focused on variables that when combined should predict relative campaign success. These include Edmonds CC Foundation's ***organizational image***; the ***project appeal*** for which Edmonds CC Foundation wishes to seek gifts; the capacity and willingness of prospective donors to provide sufficient ***financial support*** for the campaign; the identification and availability of key ***leadership*** for the campaign; the organization's ***internal readiness*** to launch and support a major campaign effort and the philanthropic ***climate and timing*** of the proposed campaign.

Key Findings

Organizational Image: Edmonds Community College enjoys strong name recognition, a positive reputation among those familiar with it, and has a cadre of supporters who are knowledgeable and enthusiastic about the quality of its work. The strengths the College is most known for – affordable and accessible educational institution, talented faculty and staff, and strong academic and workforce development opportunities – will continue to serve the College well into the future. While Edmonds Community College has strong name recognition, the variety and quality of its academic and technical programs are not as widely known as they could and should be. However, the introduction Dr. Amit Singh as the new College President presents tremendous awareness-building opportunities moving forward.

Project Appeal: Both proposed campaign components – completing the SET building and launching the Promise Scholarship Program – resonate with potential donors. While very different in nature, both are seen as meeting critical educational and workforce development needs in the region. However, while each component is valued, The Alford Group does not recommend combining them in one campaign effort for two primary reasons: the two components are seen as too disparate to fit within the umbrella of a

combined campaign and each component is at a different level of “readiness” for inclusion in a campaign.

Volunteer Leadership: The Alford Group found a number of supporters and potential campaign volunteers who are passionate about Edmonds Community College’s mission and programs. In general, College Trustees, Foundation Directors and the Feasibility Study Committee members are seen as well-networked, well-respected, philanthropic, and would be able to influence others during a campaign.

Staff Leadership: While many interviewees had not yet met Dr. Singh, Counsel found him highly engaging, very excited about the future direction of the College and highly motivated to support the philanthropic efforts of the Foundation. He understands he has a key role to play in raising public awareness and obtaining major philanthropic funding for the College. Foundation Executive Director Brad Thomas is viewed as a strong asset and will be an essential leader in the campaign effort. He is well regarded for his leadership, relationship-building skills, and dedication. He is seen persistent – someone who will do the work needed to engage new donors. Additionally, Dr. Carey Schroyer, the Dean of the Science, Technology, Engineering, and Math Division, has an exceptional ability to communicate excitement and passion for STEM education, and should be engaged in the campaign effort where appropriate.

Financial Support: Taking into account all of the information gathered during the Study, The Alford Group believes that up to \$5 million in gifts and pledges is an appropriate and achievable goal for an Edmonds Community College Foundation campaign at this time. Analysis of a campaign goal takes into account many factors including information gleaned directly and indirectly from interviews, discussions about other current and potential Foundation supporters who were not interviewed, the Foundation’s growing philanthropic efforts, and The Alford Group’s collective knowledge of and experience with local, regional and national philanthropic giving and trends.

More than other initiatives for which the Foundation has sought funds in recent years, STEM education (and the SET Building) creates the opportunity to engage selected members of the corporate community, particularly those with an interest in STEM-related workforce development. Philanthropic investment from the corporate sector will help to *unleash* campaign contributions from individuals and families. A significant number of individual interviewees indicated they need assurance that they would be *partners* in philanthropic support for the STEM program, along with the corporate community.

Internal Readiness: The Alford Group reviewed the ability of Edmonds CC Foundation to effectively support the increased fundraising activities of a major campaign effort, including data management, staffing, and the potential amount of time required for successful management of the campaign. The Foundation has a clearly defined annual fundraising program, dedicated staffing and strong fundraising infrastructure. The donor database is sufficiently robust to support the additional information requirements of a campaign; however, the Foundation would benefit greatly from a thorough evaluation of the database, followed by necessary global clean-up activities. An estimated additional 1.0 FTE will be needed to provide high level administrative and campaign coordination support.

Climate and Timing: The Pacific Northwest region is currently enjoying a strong and active philanthropic response to pressing community needs. The only consensus one can



identify these days in terms of the National political climate is that it we are living in a period of uncertainty. On the one hand, uncertainty can be an unfavorable condition when it comes to philanthropy, as donors are generally more reluctant to make significant gift decisions when they feel uncertain about their own future. On the other hand, various causes are seeing a groundswell of philanthropic support as a direct reaction to recent national decisions. These donors are reportedly prompted by a sense of urgency to support organizations and missions that they perceive as vital to our society, under immediate or potential threat, and sound long-term investments. In any community, there are always multiple fundraising efforts underway. Two current or future campaign efforts were mentioned most frequently including:

Edmonds Senior Center/Waterfront Center – campaign

Lynnwood Community Center – campaign

Summary and Overall Recommendation

The Feasibility Study findings confirm that several of the critical elements for campaign success are in place:

- Edmonds Community College has broad name recognition and a positive reputation among key constituency groups.
- There is keen awareness of the need for and value of STEM education throughout the country, and the benefits that state-of-the-art STEM educational opportunities will bring to regional students and employers. There is recognized urgency for moving forward with the SET building now – the project is 100% ready to go.
- Prospective donors recognize the value of supporting underserved populations with educational scholarships – it has long been a priority of the Foundation.
- Edmonds Community College has a cadre of committed volunteers willing to serve in a variety of campaign volunteer roles.
- The Foundation’s annual fundraising efforts are growing and becoming increasingly sophisticated.
- There is some evidence of major gift capacity and propensity to support a future campaign effort among individuals affiliated with the College.
- The Foundation Executive Director is well regarded.
- The new College President is fully committed to a future campaign effort and ready to dedicate the resources necessary for success.

However, the Study identified several challenges that will hinder the success of a \$10 million combined campaign to complete the SET building and launch a Promise Scholarships program:

- The two campaign components are seen as too disparate to fit within an umbrella of a combined campaign – they lack a *natural* unifying element. While each component is valued in its own right, combining them will likely dilute the other.
- Each component is at a different level of “readiness” for inclusion in a combined campaign. There is recognized urgency around the SET building component and the project is 100% ready to be included in a campaign. On the other hand, significant work is needed to further develop the Promise Scholarship Program



concept and how it will be implemented and sustained at the Foundation. This type of background work will increase donor understanding and confidence in the new scholarship concept.

- There is insufficient evidence of adequate financial support to fund both campaign components.

Based on these overarching findings and a thorough analysis of all elements of the Feasibility Study, The Alford Group recommends that Edmonds Community College Foundation immediately move forward with a “finish and furnish” campaign for up to \$5 million for the SET building. The campaign should include a strong focus on engaging the local and regional business community. It should be “fast-tracked” to match the urgency of the SET building construction timeline – approximately 18 months.

During the SET building campaign, the Foundation should create a detailed plan illustrating how the Promise Scholarship Program will be designed, implemented, and sustained. It is possible that once a strong plan is in place, the Foundation can initiate targeted major gift efforts with a limited number of selected individuals for whom scholarship support is their primary interest – even while the SET campaign is underway. If successful, these early gifts may set the stage for major fundraising to establish a Promise Scholarship Program at Edmonds Community College.

Conclusion and Acknowledgements

The Alford Group is grateful for the opportunity to work with Edmonds Community College Foundation on this Feasibility Study. We express our gratitude to Brad Thomas, Rachel Quigley, and Michelle Cimaroli for their efforts throughout the Feasibility Study process. We also wish to thank the members of the Feasibility Study Steering Committee for their guidance, feedback, and assistance in securing interviews with key individuals. We particularly extend our appreciation to Wendy Popke and Dick Beresford for their leadership as Committee Co-Chairs. Finally, we wish to acknowledge and thank all those who were interviewed during the Study for their time, candid opinions, and thoughtful advice.

THE ALFORD GROUP TEAM

Wendy Hatch, CFRE *Vice President*
Mary Kaufman-Cranney, CFRE *Vice President*
JoAnn Yoshimoto, CFRE *Senior Consultant*
Mary Hackett, MA *Associate Vice President, Analytics*
Amy Stone, MBA, MA *Consultant*



BACKGROUND***CONSIDERATION OF TENURE*****Subject**

Consideration of tenure for:

Dyani Bartlett	Adult Basic Education/ESL (International)
John Baumgartner	English (Humanities & Social Sciences)
Michelle Behan	Adult Basic Education (Pre-College)
Dr. Timothy Burdick	Social Human Services (Health & Human Services)
Louis Ho	Computer Information Systems (STEM)
Nicole Galipeau	High School Completion (Pre-College)
Terri Glazewski	Allied Health (Health & Human Services)
Tucker Howie	Engineering (STEM)
Theresa Pouley	Paralegal (Health & Human Services)
Gwen Shlichta	Biology (STEM)
Stacey Schwartz	Culinary Arts (Business)

Background

The Board of Trustees is required to consider the award or denial of tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding summer quarters and approved leaves of absence. Dyani Bartlett, John Baumgartner, Michelle Behan, Dr. Timothy Burdick, Louis Ho, Nicole Galipeau, Terri Glazewski, Tucker Howie, Theresa Pouley, Gwen Shlichta, and Stacey Schwartz have completed their probationary period, and are recommended for consideration of tenure status.

Recommendation

Consideration of tenure for Dyani Bartlett, John Baumgartner, Michelle Behan, Dr. Timothy Burdick, Louis Ho, Nicole Galipeau, Terri Glazewski, Tucker Howie, Theresa Pouley, Gwen Shlichta, and Stacey Schwartz at the March 2019 Board of Trustees meeting.

BACKGROUND***CONSIDERATION OF CONTINUING
TENURE PROBATIONARY STATUS*****Subject**

Board of Trustees consideration of renewal or non-renewal of tenure probationary appointments for academic employees.

Background

The Board of Trustees is required to decide whether or not to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year. Faculty members under consideration for probationary appointment renewal are:

Second-Year Appointments

Lorraine Brooks, Horticulture (Business)
Monica James, Art (Humanities & Social Sciences)
Cindra McCrann, Nursing (Health & Human Services)
Dan Moore, Library (Learning Resources)
Stephanie Rothfuss, Bridge (Pre-College)
Thomas Shelly, Math (STEM)

Third-Year Appointments

Erin Davison, Communication Studies (Humanities & Social Sciences)
Brandon Dietrich, Chemistry (STEM)
William Hamp, Engineering (STEM)
Patrick Kolanda, Construction Management (Business)
Barbara Martinez-Griego, Child, Youth & Family Studies (Health & Human Services)
Mika McAfee, Social Human Services/Family Life Education (Health & Human Services)
Mark Seely, Psychology (Humanities & Social Sciences)

Recommendation

Information is presented to the Board of Trustees for their review and consideration. Recommendation is that the Board of Trustees renews the second and third year probationary appointments at their March 2019 meeting.

BACKGROUND***FIRST-YEAR PROBATIONER BIOGRAPHIES
TENURE TRACK*****Lorraine Brooks – Horticulture**

Lorraine Brooks has been a full-time instructor and Department Head in the Horticulture Program for two years. She previously worked as an Associate faculty in the program for 6 years before leaving the state. She has experience as an educator at Cornell University Cooperative Extension-NYC and University of Hawaii College of Tropical Agriculture and Human Resources. All of this experience has included working with professional and prospective horticulturists. Lorraine teaches a full range of Horticulture courses at Edmonds and in a variety of modes (onsite, online, and hybrid).

Lorraine received her Associate of Applied Science Transfer degree in ornamental horticulture from Edmonds Community College, which prepared her for work as a landscaper for 12 years. She went on to earn her Bachelor of Science in environmental horticulture and urban forestry as well as a Master of Science in forest resources from the University of Washington. She also holds a Graduate Certificate in Teaching and Learning from the University of Hawaii. She is currently on the Horticulture Advisory Committee at Lynnwood High School and a member of the Technical Committee for the Washington State Landscape and Nursery Association (WSNLA) EcoPro Certification Program.

Dan Moore - Library

Dan earned his Bachelor of Arts in art history at George Mason University and his Master of Library and Information Science (MLIS) at the University of Illinois, Urbana-Champaign. Dan comes to the Edmonds CC library from Oregon State University, where he was the Discovery Services Librarian in the OSU Library. In addition to many responsibilities in that position, Dan played a central role in the library's successful migration to Primo New User Interface. This involved training, branding, building a kiosk-specific view, optimizing mobile experience, and writing usage customizations. Dan also helped build a Textbook Lending Library for the college's Human Services Resource Center and served as chair of a task force to draft and implement a data privacy policy to protect users' information and educate the college community on privacy issues in the library. Dan has published articles, presented at conferences, and led workshops on various aspects of customizing, using, and troubleshooting Primo.

With his wealth of experience and knowledge, the library is thrilled to have Dan as the Systems and Collections Librarian. In this position, he plays the essential role of ensuring the library management system and databases function smoothly and are accessible and user-friendly. Dan is also the library representative on the Faculty Senate Council and the eLearning Strategy Team.

Monica James – Visual Arts

Artist and educator Monica Lynn James comes to Edmonds Community College with a background of twenty years in arts education; she obtained her Master of Arts in painting from Savannah College of Art and Design. Ms. James started her career in the arts at a young age following her selection for the Governor's School for the Arts in Pennsylvania when she was just 16. She went on to study printmaking at Tyler School of Art in Philadelphia where she received her Bachelor of Fine Arts. Ms. James was selected to deliver the speech for her graduating class, and her work as an artist has exhibited at The Painted Bride, African American Museum of Philadelphia, Lowe Gallery, The London Art Fair, and many more.

Monica brings her creative drive and professional experience into the classroom and has procured grants from various sources to create exciting projects for her students. Ms. James went back to school to obtain a teaching certificate for k-12 art in Florida and Virginia. She spent several years working in public high schools as an art teacher and instructor for the International Baccalaureate (IB) program. Over the course of her career she has created murals, field trips, and exhibitions for her students.

Stephanie Rothfuss – Bridge

Stephanie Wilson Rothfuss holds a Bachelor of Arts in English and Spanish from the University of Michigan, and a Master of Fine Arts in creative writing from the University of Pittsburgh. At Pitt, she taught Seminar in Composition and Intro to Fiction Writing, and studied literature and pedagogy in addition to producing her novel manuscript, *Outside Detroit*. Stephanie joined Edmonds CC as associate faculty in Fall 2013, and has taught in the Bridge, English, and High School Completion departments. She currently team-teaches the Business Management I-BEST course. Prior to pursuing her master's, Stephanie lived in New York City and worked for Random House Publishing, as well as a small financial firm.

Stephanie has been actively involved in the many changes that Bridge--soon to be English Prep!--has undergone in the last six years. College-wide, she was the project manager for the Student Voices institutional research initiative. Currently, she serves on the Career and College Success Course, English Pathways, and Tunnel of Intersections committees. Originally from the Midwest, Stephanie and her family are now happily settled in Seattle, and her daughter attends the Center for Families, where she majors in eating and finger painting.

Thomas Shelly – Mathematics

Tom Shelly holds a doctorate in mathematics from the University of Massachusetts Amherst, a Master of Science in mathematics from Portland State University, and a Bachelor of Science in mathematics from Seattle University. Tom developed a passion for teaching mathematics during his graduate studies at UMass Amherst, winning two student-choice teaching awards and the Mathematics Department Distinguished Teaching Award. While at UMass, Tom also served as the supervisor and organizer for the undergraduate math club, and mentored students participating in a Research Experience for Undergraduates program funded by the National Science Foundation.

Tom has been teaching college-level math, both as a graduate student and as a full-time faculty member, since 2009. He has had the opportunity to teach a broad range of courses, from introductory algebra to advanced courses intended for students majoring in mathematics. Prior to his arrival at Edmonds Community College, he was a full-time lecturer for two years at Mount Holyoke College in Massachusetts.

BACKGROUND***SECOND-YEAR PROBATIONER BIOGRAPHIES
TENURE TRACK*****Erin Davison - Communication Studies**

Erin Davison holds a Bachelor of Arts in communication from Cedarville University and a Master of Arts in communication from the University of Colorado Denver. Erin was an associate faculty member at Edmonds Community College for one year and temporary full-time faculty for one year. She also taught at Seattle Central and Lake Washington Institute of Technology as associate faculty. Prior to her time in Washington, Erin taught at the University of Colorado Denver and the Community College of Denver. In her role at Edmonds CC, Erin is the department chair and teaches the full range of communication courses offered at Edmonds and in a variety of modes (onsite, online, and hybrid).

Erin has developed curriculum for the department by updating and aligning course outcomes, creating two fully online courses, and developing a new course, Introduction to Mass Media. Erin is active at the college through her involvement in the Faculty Professional Development Committee and the Triton Jumpstart Team. She has been involved in many college-wide initiatives such as the Student Voices Project and Guided Pathways - Curriculum Task Force. Upcoming, Erin has presented at two national conferences representing Edmonds CC's work on Pathways (Western States Communication Association Conference) and the Student Voices Project (Achieve the Dream Conference).

Brandon Dietrich - Chemistry

As the oldest sibling of a military family, Brandon spent his childhood moving across the country (Alaska, Maine, Michigan, and Hawaii) before coming back to Washington where his mother grew up. Brandon was the first in his family to go to college, receiving his Bachelor of Science in chemistry at Western Washington University (WWU) in 2004 and his doctorate in chemistry from the University of Washington (UW) in 2010. For his doctoral work, Brandon worked on the Hydrogen Storage Project investigating the potential of using solid amine borane materials to store and release hydrogen in motor vehicles as an alternative to using fossil fuels. After obtaining his doctoral degree, Brandon went on to work at WWU as the General Chemistry Lab Coordinator for five years and then switched to an adjunct faculty member in order to pursue his passion for teaching. In his spare time, Brandon is an avid fisherman, amateur poker player, and board game geek.

In his first year at Edmonds CC, Brandon used his lab coordinator background to work with the Edmonds CC faculty and staff to standardize lab materials for the organic and allied health sequences, including bringing them up to date regarding ADA guidelines for accessibility. He created centralized resources to better support adjunct faculty and spearheaded opportunities to bring full-time and adjunct faculty together to create a more supportive environment. As he continues his work at Edmonds CC, Brandon

hopes to foster a community of support among STEM faculty and continue to provide resources that encourage student and faculty success in teaching the wide variety of chemistry courses offered here.

William Hamp - Engineering

Will loves everything aerospace related, earning his pilot's license at the age of 19. His current interests include autonomous flight, green energy, and resource recycling - particularly as it relates to long term missions in space. After earning his bachelor's degree in aerospace engineering from the University of Michigan, Will worked in industry, including at Boeing, specializing in structural finite element analysis. Will left The Boeing Co. to pursue advanced degrees at the University of Washington, earning his doctorate in aeronautics and astronautics with a focus on plasma physics. Will has taught at the University of Washington, Shoreline Community College, and as an associate faculty member at Edmonds Community College from 2010 to 2014, and after a relocation out of state, happily has returned to Edmonds CC. Will currently holds a professional engineering license (PE) in the State of Washington.

Patrick Kolanda – Construction Management

Patrick Kolanda is a graduate of the construction management program at Edmonds CC. A full career in construction management implementing what he learned followed. While working for large and mid-sized companies performing mostly commercial work, Mr. Kolanda started teaching for the department part-time. An experienced construction professional, Patrick left the private sector to support others in a career path he knew to be both professionally fulfilling and an important career choice. A full life in the industry led to "I love construction" as a personal motto and is taught as a career-enhancing perspective to all students in the department.

As a lifelong learner, Patrick garnered a Bachelor of Applied Science in teaching while working full-time as an instructor at Edmonds CC. Additionally, Patrick gained the OSHA 500 Certification, honed his online teaching skills, and completed other educational pursuits to support the department's goals. Future goals include learning Spanish, as well as obtaining LEED certifications and a postgraduate degree. Updating the department to modern construction management methods like Virtual Design Construction, encouraging minorities and female students to choose construction management as a career, and continuing to assist injured workers change career directions are ongoing departmental goals for Patrick Kolanda.

Barbara Martinez-Griego - Child, Youth and Family Services (CYFS)

Barbara Martinez-Griego is currently a doctoral candidate at New Mexico State University, focused on critical pedagogy and language literacy and culture. Her master's degree is in education and licensure, from Goddard College. Barbara Martinez-Griego taught all of the first year courses for the CYFS program, including CYFS 310 Intro to Child, Youth & Family Studies; CYFS 330 Applied Family Systems Theories; CYFS 350 Social Policy Issues & Advocacy for the college's first Bachelor of Applied Science program. During her second year Barbara continues to teach and develop new curriculum for the program.

Barbara serves as department head for the CYFS department, working to develop and expand the program and meet the needs of our current and future students. Barbara presented the CYFS Program at the Community College Baccalaureate Association International Conference (CCBA) and the League of Innovation Conference in Baltimore. She also attended the Washington State Applied Baccalaureate Conference in 2017 and 2018. She presented *Reflective Teacher Development* at the 16th Annual

International Conference on Education in Honolulu Hawaii in 2018. Barbara completed her final residency at NMSU for her doctorate in 2018 and is working on completion of her dissertation.

Mika McAfee - Social Human Services (SHS)/Family Life Education (FLED)

Mika McAfee holds a Master of Arts in education in school counseling from Seattle University and a bachelor's degree in sociology from the University of Washington. She has additional certification as a Gottman Trained – Bringing Baby Home Educator, Incredible Years Trained Facilitator, and a Restorative Practices Facilitator. Mika McAfee begins her second year as probationary faculty in a shared position in the Family Life Education and the Social and Human Services Departments in Winter Quarter 2019. She was on leave for Spring 2019 and completed her first year as probationary faculty at the end of Fall 2018.

Mika set several goals for her probationary period, including providing leadership for upcoming transitions in FLED, understanding her role between the SHS and FLED programs, and infusing an online component into the parenting education classes. Over summer and fall quarters, Mika McAfee assumed a significant leadership role for the FLED department, with the retirement of the Program Coordinator. She worked effectively in the hiring of new associate faculty and supported the training and scheduling activities for the start of the new academic year. She is also a member of the hiring committee for the new Associate Director position.

Mark Seely - Psychology

Mark Seely holds a doctorate in psychology from the University of California, Davis, a Bachelor of Science in developmental psychology from Eastern Washington University, and an Associate in Arts from Spokane Falls Community College. He was formerly Chair of Psychology and Dean of Social Sciences at Saint Joseph's College in northwest Indiana. His diverse academic publication history includes topics ranging from the cognitive correlates of reading proficiency to trauma intervention. In addition, he is an award-winning writer of creative nonfiction.

Since joining the faculty at Edmonds CC, Mark has taught close to the full range of psychology course offerings in both grounded and hybrid formats (with an online course scheduled this summer), mentored an individual student research project, taken advantage of a number of faculty development opportunities, joined a Humanities grant-writing team, and served on a faculty hiring committee. He presently represents the Social Sciences on the Assessment Committee.

As an ardent supporter of undergraduate research, Mark has served as faculty sponsor for a number of student projects at undergraduate research conferences over the years and is committed to developing and expanding opportunities for undergraduate research at Edmonds CC.

BACKGROUND***CONSIDERATION OF CONTINUING PERMANENT
STATUS PROBATIONARY STATUS*****Subject**

Board of Trustees consideration of renewal or non-renewal of permanent status probationary appointments for academic employees.

Background

The Board of Trustees is required to decide whether or not to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year. Faculty members under consideration for probationary appointment renewal are:

Second-Year Appointments

Roberto Figueroa, Adult Basic Education (Corrections)

Recommendation

Information is presented to the Board of Trustees for their review and consideration. Recommendation is that the Board of Trustees renews the second probationary appointment at their March 2019 meeting.

BACKGROUND***APPROVAL OF NEW CURRICULA*****Subject**

Board of Trustees consideration of the Construction Trades Apprenticeship Preparation Certificate.

Background

The program includes math, blueprint reading and drawing, health and safety, work readiness, industry awareness, tool training, construction basics, basic electrical and basic plumbing. Students will also create a capstone project that will demonstrate the link between theory and practice and skills acquired throughout the program. This certificate requires successful completion of a minimum of 26 credits.

Recommendation

Board of Trustees approval of the Construction Trades Apprenticeship Preparation Certificate at the February 2019 meeting.

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RESOLUTION NO. 19-02-01***APPROVAL OF NEW CURRICULA***

WHEREAS, the Board of Trustees reserves unto itself the final approval of departmental curricula and degree and certificate requirements; and

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Construction Trades Apprenticeship Preparation Certificate;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Construction Trades Apprenticeship Preparation Certificate.

Dr. Tia Benson Tolle, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

**EDCC FOUNDATION
BOARD OF TRUSTEES
February 7, 2019 Meeting Report**

- Two Impact Receptions were hosted this past fall - Wendy Popke at the *Seattle Golf Club* and Sara Carter in her home. Each of the events welcomed between 20 and 30 guests and were a great chance to introduce new friends and re-introduce lapsed donors to the Foundation. In addition, the guests saw a presentation from a department of the college. The third Impact Reception will be hosted by Ken and Leslie Chandler on February 12, 2019, at *Bar Dojo*.
- Gala Sponsorship: Gala planning is well underway with just over three months to go. As the Foundation works toward a goal of \$125,000 in sponsorships (with an overall event goal of \$400K) sponsorships are taking center stage. Currently, \$103,000 in sponsorships have been confirmed, including *Premera* as our returning title sponsor - though they have recently double their sponsorship investment to \$20,000. Seven of last year's sponsors have yet to confirmed their sponsorship commitment, and only seven available tables in the ballroom remain before the gala is sold out. As a reminder, that there will not be an auction at this year's gala, though there will be a new after party featuring the Edmonds CC Jazz Band, a no-host bar, a coffee bar, and a dance floor.
- The gala kick-off reception will be Wednesday, February 27, at *Scott's Bar and Grill*. This event will take on a similar format as last year's kickoff with invitations to sponsors, table captains, committee members, Foundation Board members, and college trustees to learn about the gala, goals for the event, table/audience development, and how to maximize the guest experience at the gala.
- Scholarship Dinner: The fourth annual Scholarship Dinner hosted by Nick and Caitlin Echelbarger will take place February 2, 2019, and will involve a wonderful dinner and brief updates by Nick Echelbarger and Dr. Singh. At this time, 12 couples are confirmed for the event with additional RSVPs expected this week.
- The 2019 *Campus Giving Campaign* kicks off January 22 and runs through February 15, 2019. This year's goal is to raise \$35,000 through payroll deduction gifts and one-time gifts from staff. The Foundation has 16 division meetings planned, a hot cocoa rolling bar, a s'mores cookout and various email and mailed communications planned. The *Campus Giving Committee* is made up of 18 dedicated campus members who participate in all aspects of the campaign and act as ambassadors for the Foundation.
- Planned Giving: Recently the Foundation launched planned giving website to provide information for those considering including EdCC in estate planning. Please be sure to check out this new educational resource.
- Thanks to a recent gift from Dr. Suzanne Poppema and Dr. John Cramer in the amount of \$100,000, the *Cramer-Poppema Endowed Scholarship* has been established and will provide scholarships for female students enrolled in STEM programs pursuing professional careers in the field.

- *The Alford Group* presented the findings from the 6-month long feasibility study including interviews of 32 of Foundation Board members, EdCC Trustees, donors, and community leaders at the Foundation's annual retreat January 11, 2019. The Foundation Board then discussed the recommendation to move forward with a SET building campaign. Following the discussion the board decided to create a Funding Options work group which will meet January 30 to discuss four funding options. The Foundation Board will meet again on February 15 to make a final decision on which SET building option in which to invest our time, talent, and resources.

Submitted by:

Diana Clay, Foundation Board Liaison

PRESIDENT'S REPORT**DR. AMIT B. SINGH****EVENT HIGHLIGHTS NOVEMBER 2018 – FEBRUARY 2019**

- Michelle Platt, Outreach and Recruitment Manager for Enrollment Services, received the Washington ACT Postsecondary Champion award. This award recognizes professionals in higher education making a difference for students navigating their education and career journey.
- Michelle Grunder, EdCC student, was selected as a 2019 Transforming Lives awardee by the Washington State Association of College Trustees (ACT). Michelle and four additional individuals from Washington community colleges were celebrated at the annual awards dinner in Olympia on January 21, 2019, and invited to be keynote speakers. Each of the stories shared were inspirational and demonstrate the power of education.
- 2019 State Board legislative interns - Mustapha Samateh, student, was appointed as one of two legislative interns this session for the Washington State Board of Community and Technical Colleges (SBCTC). Mustapha is an international student, serves on the ASEdCC Executive Board, and is pursuing an AA degree.
- President's Leadership Team - As of January of this year, the President's Cabinet name was changed to President's Leadership Team. The membership remains the same.
- Foundation Scholarship Reception - November 14, 2018; The Foundation hosted a reception in Woodway Hall to celebrate scholarship donors, student recipients, and members of the community. This event provided donors the opportunity to meet the students supported by the Edmonds CC Foundation and the scholars a chance to share their personal stories and gratitude for the support they have received. The Foundation also honored both large and small businesses and individuals who have provided exceptional support to Edmonds Community College and the Foundation.
- *Shepherd's Village* Ribbon Cutting - November 18, 2018; The *City of Lynnwood*, *Good Shepherd Baptist Church, Pallet*, and the *Jean Kim Foundation for Homeless Education* partnered to create a six-unit, fenced-in community within walking distance of EdCC. Too often we look at education success beginning and ending with academics, but several factors are involved and need to be addressed as part of a more holistic approach. *Shepherd's Village* is a perfect example of removing critical barriers to learning. You can't learn if you're cold, wet, and wondering where your next meal is coming from. I am beyond pleased at the enthusiastic support this effort is receiving from all quarters.

- City of Lynnwood Annual Legislative Engagement - November 19, 2018; This annual event included representatives from local, county, state, and federal agencies at Lynnwood City Hall.
- SBCTC Meeting - December 5-6, 2018; EdCC hosted the *Washington State Board of Community and Technical Colleges* for the December meeting and presented an overview of the college as part of the agenda. Three students spoke regarding their experiences and successes at EdCC, and the presentation concluded with a tour of Rainier Place, Brier Hall, and the Center for Families. Feedback from attendees was positive, and Executive Director Jan Yoshiwara stated that “Edmonds has raised the bar” for hosting colleges.
- Japanese Consulate General - December 28, 2018; The Consulate General of Japan in Seattle, Mr. Yoichiro Yamada, and Ms. Yoko Yanagimoto, Education/JET Program Advisor visited the EdCC campus. As part of their visit, we toured the International Office, Rainier Place, and the Center for Student Cultural Diversity & Inclusion.
- Edmonds School District - January 10, 2019; At our quarterly meeting, Superintendent Kris McDuffy and I agreed to schedule a brainstorming session with joint staff members. The purpose is to come up with new ideas for strengthening our partnership in order to better serve students. EdCC will host the meeting in Gateway Hall.
- EdCC Foundation Board Retreat - January 11, 2019; I was pleased to have the opportunity to spend the day listening to and speaking with members of the Foundation Board at their annual Foundation Board Retreat this year at the *Rosehill Community Center* in Mukilteo.
- Lynnwood Chamber of Commerce Board Meeting - January 15, 2019; As a newly appointed member of the board, I attended my first meeting with the Lynnwood Chamber of Commerce Board. This board meets on the third Tuesday of each month.
- ACT Winter Conference - January 21 - 22, 2019; Together with trustees Carl Zapora, Emily Yim, and Student Trustee Angela Durham, I met with State Senator Marko Liias, Representative Jared Mead, and Legislative Aides for Representative John Lovick and Senator Guy Palumbo in Olympia as part of scheduled legislative visits during the conference.
- *Trajal Hospitality College* - January 28, 2019; I attended the graduation of the most recent cohort of students from Trajal Hospitality College in Woodway Hall and gave a brief welcome, congratulating the students on their accomplishments. The Trajal program has been a part of our campus for over thirty years.
- Town Hall - January 29, 2019; My second set of town halls at the Black Box Theatre took place and included updates concerning the budgeting process, SET Building, as well as strategic goals and metrics. I have received positive feedback regarding the town hall format and plan to continue this line of communication.
- President’s Newsletter - January 30, 2019, I sent out my first email newsletter to the campus. This newsletter will be sent out regularly, every 3-4 weeks.