

Washington Community College District 23

**Agenda**  
**Regular Meeting**  
**February 11, 2010**  
**Cascade Conference Room**  
**Snohomish Hall 304**  
**4:30 p.m.**

**Estimated Time (p.m.)**

- 4:30        **Call to Order & Introduction of Guests** – Jeannette Wood
- 4:35        Approval of November 12, 2009, and January 28, 2010 Meeting Minutes – Jeannette Wood  
Next meeting: March 11, 2010, 4:30 p.m.
- 4:40        **Old Business – Action**
- Approval of Name Change for Triton Union Building (TUB) (RN 10-2-1) – Marian Paananen
  - Campus Mitigation Plan (Informational) – Marian Paananen, Paul Doherty and Stan Linder
- 4:50        **New Business – First Consideration**
- Consideration of Tenure Status – Marty Cavalluzzi
  - Blanket Approval of AAS-T Degrees – Jerrilee Mosier
  - Sustainable Horticulture Certificate at Washington State Reformatory (Informational) – Jerrilee Mosier
- 5:05        **Legislative Update** – John Michaelson, Jack Oharah and Emily Yim
- 5:20        **Board Updates** (*Two minutes each*)
- Student Representative – Azan Jacobs
  - Classified Representative – Patti Pollardo
  - Faculty Representative – Margaret West
- 5:30        **President’s Report** – Jack Oharah
- 5:40        **Board Discussion** – Jeannette Wood
- 6:00        **Adjournment**

*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, and interpreters for deaf individuals and Braille or taped information for blind individuals can be provided when adequate notice is given to the Office of the President, 425-640-1516.*

**EDMONDS COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Regular Meeting Minutes  
November 12, 2009 – 4:30 p.m.  
Cascade Conference Room  
Snohomish Hall 304**

***DRAFT***

**Trustees Present:** Mauri Moore, Quentin Powers, Dick Van Hollebeke, Jeannette Wood and Emily Yim

**Others Present:** Arlene Anderson, Wayne Anthony, Steven Ayer, Sharon Bowers, Daniel Brown, Minh Carrico, Mark Cassidy, Marty Cavalluzzi, David Cordell, Karen Curtis, Marisa Dorazio, Mike Gregoire, Frank Gregory, Pat Huffman, Azan Jacobs, Murray Lancaster, John Lee, Scott Majors, Sarah Maki, Barbara Maly, Kevin McKay, Susanne Meslans, John Michaelson, Patty Michajla, Troy Montgomery, Jerrilee Mosier, Jim Mulik, Norman Nelson, Kelvin Nesvog, Melissa Newell, Jack Oharah, Marian Paananen, Joan Penney, Anne Penny, Peter Schmidt, Dell Smith, George Smith, Nicola Smith, Shirley Sutton, Tina Torres, Stephanie Wiegand, Nicole Wilson

AGENDA	DISCUSSION	ACTION TAKEN	FOLLOW UP/DEADLINES
<b>Call to Order</b>	The November 12, 2009 regular meeting of the Board of Trustees was called to order by Chair Jeannette Wood at 4:35 p.m.		
<b>Introduction of Guests</b>	Following introduction of all guests, President Jack Oharah introduced Arlene Anderson, the new Assistant Attorney General representing Edmonds Community College, and recognized outgoing AAG, Scott Majors, for his many years of service representing the College.		
<b>SIGNING CEREMONY – Partners for Veterans Supportive Campuses Certificate – Mike Gregoire, First Gentleman, Office of the Governor, and John Lee, Director of Washington State Department of Veterans Affairs (Attachment A)</b>	<p>The Edmonds Community College veterans’ resource team assists in the transition for returning veterans. The goals for this year include securing a location for the veterans group, providing training for faculty and staff, conducting a survey for veterans, and a possible website.</p> <p>Board Chair, Jeannette Wood, read Resolution 8632, and stated that Edmonds Community College is supportive of the resolution. Jack Oharah read the college mission statement that relates to welcoming and serving veterans.</p>	The Partners for Veterans Supportive Campuses certificate was signed by Mike Gregoire, John Lee, and Jack Oharah.	
<b>STUDY SESSION</b>			
<b>Key Performance Indicators – Jim Mulik and Pat Huffman (Attachments B &amp; C)</b>	A powerpoint presentation was presented on the Key Performance Indicators, along with draft copies of the Institutional Performance Report. A brief history of this process was provided as well as information on how the College is meeting established targets set in 2006. A committee has been formed this quarter to look at the indicator report. Any suggestions by this committee will be brought to President’s Cabinet.		

	Two newly articulated goals to be added to the overall college goals and strategic directions: foster student learning, and support community and civic engagement. Upon Board approval, the two new goals will be assigned a set of indicators. All goals for the College will ultimately be aligned with the key indicators. The transparent goal-setting process is planned to be set up online in January 2010.		
<b>Accreditation Update – Marty Cavalluzzi</b>	Marty Cavalluzzi presented an update on the commendations and recommendations resulting from the recent accreditation process. There has been progress on addressing the recommendations, and the College has always remained substantially in compliance.		
<b>APPROVAL OF MINUTES and NEXT MEETING (Attachment D)</b>		<b>Dick Van Hollebeke moved and Mauri Moore seconded the approval of the September 28, 2009 regular meeting minutes. Approved</b>	<b>Next meeting: February 11, 2010 (Note: Following the November 12, 2009 meeting a special study session was scheduled on January 28, 2010.)</b>
<b>OLD BUSINESS – ACTION</b>			
<b>Approval of 2010 Board of Trustees Meeting Schedule – (RN 09-11-1) – Jeannette Wood (Attachment E)</b>	The 2010 meeting schedule was presented for first consideration in September. No further discussion.	<b>Mauri Moore moved to approve Resolution No. 09-11-1. Quentin Powers seconded the motion. Approved</b>	
<b>NEW BUSINESS – ACTION</b>			
<b>Approval of Aerospace Memorandum of Understanding with Everett Community College (RN 09-11-2) – Jack Oharah (Attachment F)</b>	Jack Oharah has been involved in several conversations with Everett Community College President, David Beyer regarding the Aerospace Center of Excellence. Edmonds Community College is requesting more participation by Everett CC in the Center of Excellence. The two presidents are addressing this working relationship. The two issues include withdrawal of the protest to the State Board for Community and Technical Colleges by Everett Community College, and to define the relationship with the Center of Excellence.	<b>Emily Yim moved to approve Resolution No. 09-11-2, contingent upon that Everett Community College formally rescind their protest to the State Board for Community and Technical Colleges concerning the contract arrangement with the AFA and the operating agreement for the Washington Aerospace Training and Research Center on Paine Field, located in Everett, and contingent upon that the presidents of the two colleges are</b>	Jack Oharah will inform the Board when this action is finalized with Everett.

		<p><b>able to satisfactory resolve the working relationship with the Center of Excellence for Aerospace and Advanced Materials Manufacturing.</b></p> <p><b>Dick Van Hollebeke seconded the motion.</b></p> <p><b>Approved</b></p>	
<b>NEW BUSINESS – FIRST CONSIDERATION</b>			
<p><b>Consideration of Name Change for Triton Union Building (TUB) – Kevin McKay (Attachment G)</b></p>	<p>Kevin McKay provided information regarding the necessity to change the name of the Triton Union Building (TUB). The new Triton Student Center is now located in the remodeled area of Brier Hall. A committee has met to discuss naming options resulting in three recommendations. Following discussion, the Board requested that a student serve on the committee.</p>		<p>Board approval of the TUB name change will take place on February 11, 2010. More information will be available at that time.</p>
<p><b>Certificate of Participation for the Lynnwood Warehouse Property – Informational – Kevin McKay (Attachment H)</b></p>	<p>Kevin McKay provided an update on the Certificate of Participation (COP) for the Lynnwood warehouse property. The College is moving forward on the purchase of the north campus property (warehouse) currently owned by the City of Lynnwood with funds (\$5M) that were previously approved by the Board of Trustees in 2006 to acquire an interest in the Edmonds School District (ESD) building to expand and remodel their administrative building into a learning center. Due to statewide budget cuts, the ESD is no longer able to pursue this project leaving the College without the planned program growth space. The College currently rents the warehouse space from the City of Lynnwood. The acquisition of this building would provide much needed additional property. It will also help the College meet the City’s parking codes and be an essential part of the parking mitigation required for the scheduled addition of the Science, Engineering and Technology building. The COP will be funded by warehouse rental income, redirected operating budget lease payments, and uncommitted net asset reserves.</p>		

<b>VISIONING UPDATE</b>			
<b>Textbooks – Marty Cavalluzzi and Kelvin Nesvog (Attachment I)</b>	As a result of initial discussion at the September 28 <sup>th</sup> Board of Trustees meeting regarding textbook costs, additional discussion was requested on how the faculty are responding to assist with minimizing costs. Marty Cavalluzzi, VP of Instruction, shared a list of responses by the faculty. He plans to disseminate the information to all faculty and administrators in an effort to create some best practices. These findings will also be shared with all students. Kelvin Nesvog, Director of Auxiliary Services, spoke of the Bookstore’s response to assist with textbook costs.		
<b>MONITORING REPORT</b>			
<b>Diversity Update – Shirley Sutton (Attachment J)</b>	Shirley Sutton provided an update on the goals and accomplishments of the Diversity Council. Accomplishments over the past year included the identification of specific student groups. In addition to the students of color, students in low income, veterans, and GLBT populations were identified. Shirley also highlighted several of the events that have taken place on campus or in the community over the past several months.		Emily Yim inquired how the College tracks and measures internal baselines. Shirley will work with Institutional Researcher, Jim Mulik, in attaining additional data to share with the Trustees.
<b>PROGRAM SPOTLIGHT</b>			
<b>IBEST Program – Mauri Moore and Daniel Brown</b>	Mauri Moore recently attended an IBEST class and introduced IBEST student, Daniel Brown, who spoke of his experience in this program and how it has changed his life and provided many opportunities for success.		
<b>Art and Visual Communications – Joan Penney, Melissa Newell, Sarah Maki and Minh Carrico (Attachment K)</b>	The Art, Photography and Visual Communications departments were highlighted in a powerpoint presentation that included the three departments’ goals, the collaborative efforts and organization, and community outreach efforts.		
<b>BOARD UPDATES</b>	Student Representative – Azan Jacobs – <b>Attachment L</b> Classified Representative – Patti Pollardo – <b>No Report</b> Faculty Representative – Margaret West – <b>Attachment M</b>		
<b>PRESIDENT’S REPORT – Jack Oharah</b>	President Jack Oharah – <b>Attachment N</b>		

<b>BOARD DISCUSSION</b>	<ul style="list-style-type: none"> <li>• The Board of Trustees and Federation Executive Council joint dinner will take place during winter quarter on a mutually agreeable date with the Trustees hosting this year.</li> <li>• Liaison committees: <ul style="list-style-type: none"> <li>○ Emily Yim and Jeannette Wood will serve on the Board Planning Committee and will meet with President Oharah periodically to work on a planning process that will be shared with the Board.</li> <li>○ Quentin Powers and Dick Van Hollebeke will serve as the two Edmonds Trustees on the joint Edmonds CC and Everett CC quarterly meetings. Everett's trustees are Gene Chase and Tom Gaffney.</li> <li>○ Mauri Moore will serve as the Foundation Board liaison.</li> </ul> </li> </ul>		
<b>EXECUTIVE SESSION</b>	At 7:50 p.m. the Board entered into Executive Session for 60 minutes for the purpose of reviewing the performance of a public employee. No action was taken.		
<b>ADJOURNMENT</b>	There being no further business, the Board of Trustees adjourned the regular meeting at 8:50 p.m.		

(Attachments available upon request)

\_\_\_\_\_  
Jeannette Wood, Chair

\_\_\_\_\_  
Date Approved

ATTEST:

\_\_\_\_\_  
Jack Oharah, Secretary

**ATTACHMENT L**  
**BOARD OF TRUSTEES**  
**Student Government**  
**November 12, 2009**

- The Edmonds Community College Men's and Women's Soccer Teams have made it to the Northwest Athletic Association of Community Colleges (NWAACC) Play-offs.
- On Tuesday Oct. 13<sup>th</sup> 2009 the Executive Board met with community Transit representatives Kate Tourtellot and Jennifer Hass to discuss the future of the bus pass.
- Ka Hyeon Lee, Wayne Anthony, Azan Jacobs and 1 Student Programmer attended the Association of College Unions International (ACUI) from Thursday Oct. 15<sup>th</sup> to Saturday Oct. 17<sup>th</sup> 2009.
- On Thursday Oct. 22<sup>nd</sup> 2009 the Executive Board finalized the 2009 – 2010 AEdCC Executive Board Goals and Committees.
  - Committees have started meeting to elect chairs, assistants and draft a plan of action for the next 6 months.
- On Friday Oct. 23<sup>rd</sup> 2009 the Office of Student Life sponsored the LOL Comedy Movie Night featuring "The Hangover". Turnout was approx. 160.
- From Oct. 23<sup>rd</sup> – 24<sup>th</sup> 2009 Ka Hyeon Lee and Joyce Wang attended the Legislative Academy in Olympia.
- On Oct. 27<sup>th</sup> the Executive Board agreed to promote the 2010 Census and Ka Hyeon Lee volunteered to be the 2010 Census Bureau liaison.
- On Friday Oct. 30<sup>th</sup> 2009 the Office of Student Life sponsored the "Night of the Living Dead: Halloween Dance". Turnout was approx. 450.
- From Thursday Nov. 5<sup>th</sup> to Sunday Nov. 8<sup>th</sup> 2009 Joyce Wang, Eddie Amintohir and 3 Student Programmers attended the National Association for Campus Activities (NACA) in Portland, Oregon.

**Submitted by Azan Jacobs, Administrative Liaison**

**ATTACHMENT M**

**BOARD OF TRUSTEES**

**AFT Local 4254 EdCC Faculty**

**November 12, 2009**

The Executive Council has voted to approve reviving the tradition of an annual dinner for council members and trustees. A date needs to be set for winter quarter.

Copies of *The Best Practices for Part-time Faculty, 2005* were distributed at the last Board of Trustees meeting. The Federation would like the trustees to pass a resolution in support of this document as they did in support of the original *Best Practices* in 1998. Marty Cavalluzzi and I will discuss the issue with a view to passing a resolution in February 2010.

The Federation is filing a grievance because the college, citing the legislative freeze, has declined to pay the promotional step award to the faculty who earned tenure in 2009. The union and the administration are working amicably on the issue and agreed to temporarily suspend the grievance process several months ago while both sides collected information from SBCTC. However, we disagree on the interpretation of that information, and the grievance process is the appropriate method of resolution.

**Submitted by Margaret West, President, AFT Local 4254**





## Board of Trustees

Washington Community College District 23

## President's Report November 12, 2009

### ATTACHMENT N

Since our September Board of Trustees meeting the following are the major activities in which I have been involved:

- Working with David Beyer and Charlie Earl to develop a Memorandum of Understanding (MOU) between Everett Community College and Edmonds Community College. This MOU is intended to enable the two organizations to work together as partners and collaborators.
- Working with Dr. Cavalluzzi, John Michaelson and the folks in the Office of Institutional Research to ensure a positive accreditation focused visit. The visit was an outstanding success and will help us to continue progress toward an exemplary outcomes assessment model.
- Working with the President's Cabinet members to begin shaping our budget for FY 2011. It looks like further cuts can be anticipated. On a positive note, projections for this year are more positive than budgeted.
- Attended a joint meeting between the Boards of Trustees of Edmonds and Everett Community College.
- Attended the Washington Association of Community and Technical Colleges (WACTC) meeting in Renton. The major topics discussed were impact of current budget cuts, priorities for the FY2011 budget (cuts) and the Systems Direction process (see attachment).
- Co-presented at the Washington Athletic Club on October 5 at the Seattle Chamber of Commerce meeting with Dr. Jim Gaudino, President of Central Washington University. The topic was funding patterns for higher education. The council of presidents of the public four-year colleges and universities are positioning themselves for stronger influence in the upcoming legislative session.
- Attended the ACCT meeting in San Francisco. Four members of the Board of Trustees also attended. David Cordell, Jerrilee Mosier, Dick Van Hollebeke and Mauri Moore presented two separate sessions.
- Participated in the kickoff of the fifth session of the Edmonds Community College Leading to Succeed program.

- Attended the Edmonds Community College Foundation meeting. Golf tournament net revenue was up and the amount awarded for scholarships was about the same and more dollars were pledged for next year. We hired an assistant director of the Foundation – Kathy Coffey.
- Attended the Higher Education Coordinating Board (HECB) System Design meeting in Puyallup. The emphasis of this effort is to increase the number of baccalaureate degrees in the state. The major issue seems to be the role of community and technical colleges in this effort particularly for low income students.
- Met with Vaughn Sherman, John Michaelson and Chris Marx to discuss legislative advocacy for community colleges and Edmonds Community College.
- Attended the South Snohomish Chamber of Commerce Annual John Fluke awards ceremony where Todd Bruner and Joyce Eleanor were honored.
- Attended and spoke at a Governor’s aerospace event where the governor announced that she was directing \$1.5 million to aerospace training and research. Four members of the Board of Trustees attended.
- Attended the opening of Rainier Place. Dick and Jeannette attended also.
- Attended an art reception for the library gallery featuring Marita Dingus.
- Attended along with Mauri and Dick the IBEST showcase. Our MC for the day was Monda Van Hollebeke.
- Attended the Snohomish County Economic Development Council quarterly meeting. the subject was bio-fuels as a sustainable source of aircraft fuel.
- Met with the presidents and chief academic officers from Edmonds, Everett and Cascadia Community Colleges to discuss and develop a plan to administer a math placement test to all Snohomish county high school juniors. This is in response to a request from the Snohomish County K-12 Superintendents group.
- Attended the TRiO recognition ceremony. This grant supports low income, students of color, and first generation college students.
- Attended the monthly Bravo awards where we presented mugs to people who have been nominated by their peers for doing noteworthy things.
- Upcoming meetings this next week:
  - Viet Nam presentation
  - Snohomish County Blueprint 2015
  - Peace Trees luncheon
  - Meeting with the new Assistant Attorney General, Arlene Anderson
  - Lake Washington Technical College annual charity event.

**Submitted by Jack Oharah, President**

**EDMONDS COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Special Meeting Minutes  
January 28, 2010 – 4:30 p.m.  
Cascade Conference Room  
Snohomish Hall 304**

***DRAFT***

Trustees Present: Quentin Powers, Dick Van Hollebeke, Jeannette Wood and Emily Yim

Trustee Absent: Mauri Moore

Others Present: Mark Cassidy, Marty Cavalluzzi, David Cordell, Barb Counsellor, Janet Mercer, Kevin McKay, John Michaelson, Patty Michajla, Jerrilee Mosier, Jack Oharah, Marian Paananen, Nicola Smith, Margaret West, and Student Government officers: Eddie Amintohir, Azan Jacobs, Ka Hyeon Lee, Mohibullah Syed, and Nicole Wilson

AGENDA	DISCUSSION	ACTION TAKEN	FOLLOW UP/DEADLINES
<b>Call to Order and Introduction of Guests – Jeannette Wood, Chair</b>	The January 28, 2010 special study session of the Board of Trustees was called to order by Chair Jeannette Wood at 4:33 p.m.		
<b>STUDY SESSION Budget – Kevin McKay (Attachment A)</b>	<p>President Jack Oharah stated that the preliminary 2010-11 operating budget will be presented to the Board in April with further discussion available at the May meeting. The Board will be asked to approve the final budget in June. The College has provided an inclusive campuswide process to generate ideas on how budgets can be trimmed to assist with the requested cuts from the State. President’s Cabinet has met several times to discuss the list which now amounts to approximately \$2M in additional cuts.</p> <p>Kevin McKay’s powerpoint presentation included an overview of the July 2009-June 2010 budget YTD; Projections for the July 2010-June 2011 budget; Fund balance review and strategies; and review of permanent budget reductions taken and forecast to date.</p> <p>The 2009-10 will finish with strong excess enrollment which will be used to mitigate further cuts; College financials remain strong and position us better than most during these tough times; The College anticipates the permanent reduction of our allocation, adjusted for tuition, to be at least 15% over 2.5 years; Enrollment is projected to increase slightly in 2010-11; and existing cuts and impacts have stretched services.</p>		
<b>BOARD DISCUSSION – Jeannette Wood, Chair</b>	A dinner involving the Board of Trustees, President, and the Federation of Teachers officers will be held February 2, 2010, at		

	<p>the College Café. No business will be conducted at this social event hosted by the Trustees.</p> <p>Highlights from the recent TACTC conference in Olympia will be discussed at the next Board meeting.</p>		
<b>EXECUTIVE SESSION</b>	At 5:35 p.m. the Board entered into Executive Session for 30 minutes for the purpose of discussing personnel issues. No action was taken.		
<b>ADJOURNMENT</b>	There being no further business, the meeting was adjourned by Chair Jeannette Wood at 6:05 p.m.		<b>Next Meeting:</b> February 11, 2010, 4:30 p.m.

**(NOTE: Attachments available upon request)**

\_\_\_\_\_  
Jeannette Wood, Chair

\_\_\_\_\_  
Date Approved

ATTEST:

\_\_\_\_\_  
Jack Oharah, Secretary



## Board of Trustees

Washington Community College District 23

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### Background

#### *TRITON UNION BUILDING NAME CHANGE PROPOSAL*

#### **Subject**

Consideration and Approval for name change for the Triton Union Building to Woodway Hall.

#### **Background**

The Triton Union Building, located on the Edmonds Community College campus, has been used as the Student Union Center since its construction in 1991. With the completion of the new Triton Student Center, located in the former Brier/Woodway complex, student activities are now being conducted in that Center, making the Triton Union Building title no longer applicable.

With the reconstruction of the Triton Student Center, the name Woodway has been dropped, leaving it available to re-name the Triton Union Center, Woodway Hall.

Other names were considered, such as Glacier Hall, Olympic Hall or Scriber Hall. Scriber Hall was eliminated as an option, after the confusion that was caused by naming the CWU building Snoqualmie Hall when there was already a building on campus that started with an "S", Snohomish Hall. So naming another building a name that starts with an "S" is not desirable.

Each building is assigned a three character abbreviation to be used in the college computer systems. A new abbreviation will be needed for Woodway other than WDY, as WDY has been stored in all the college's databases and would create confusion in the historical records. Some other options are WAY , WOO and WOD.

The name change will also require updating campus signage and directories, at a cost of no more than \$8,000.

#### **Recommendation**

Edmonds Community College recommends that the Board of Trustees adopt this resolution by approving the Triton Union Building name change to Woodway Hall.



**Board of Trustees**

Washington Community College District 23

**Resolution No. 10-2-1**

***RENAMING OF TRITON UNION BUILDING***

WHEREAS, the Triton Union Building has been used as, and considered as, the main student union building since its construction in 1991 and,

WHEREAS, the construction of the new student union center, the “Triton Student Center” in Brier Hall, has become the main gathering place for students and,

WHEREAS, calling the existing TUB building the “Union” is no longer accurate and,

WHEREAS, since the name “Woodway” is no longer being used on the former building, and,

WHEREAS, the name Woodway is now available for use, it would be appropriate to use that name to rename the TUB, and,

WHEREAS, the change would require a new three character abbreviation, other than WDY, since WDY is already stored in the historical records of the college, using it would create confusion, and,

WHEREAS, other abbreviation have been considered, such as WAY, WOO and WOD, and,

WHEREAS, the name change would require updating campus signage and directories with an estimated cost of no more than \$8,000.00,

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approves the renaming of the building formerly known as the “Triton Union Building” to “Woodway Hall”.

\_\_\_\_\_  
Jeannette Wood, Chair

\_\_\_\_\_  
Date Approved

ATTEST:

\_\_\_\_\_  
Jack Oharah, Secretary



## Board of Trustees

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Washington Community College District 23

### Background

#### *CONSIDERATION OF TENURE*

#### **Subject**

*Consideration of tenure for*

Minh Carrico	Digital Photography/Multimedia
Christine Eaton	Mathematics
Tui Lindsey	Social & Human Services
Connie Lockwood	Allied Health/Nursing
Hanifa Yahiaoui	French

#### **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. Minh Carrico, Christine Eaton, Tui Lindsey, Connie Lockwood and Hanifa Yahiaoui have completed their probationary periods and are recommended for consideration of tenure.

#### **Recommendation**

Approval of tenure for Minh Carrico, Christine Eaton, Tui Lindsey, Connie Lockwood and Hanifa Yahiaoui be granted at the March 11, 2010, Board of Trustees meeting.



## Board of Trustees

Washington Community College District 23

### Background

#### APPROVAL OF NEW CURRICULA

##### Subject

Board of Trustees first consideration of a blanket approval for upcoming Association of Applied Science – Transfer (AAS-T) degrees based on Associate of Technical Arts degrees already on the college’s inventory of professional-technical programs.

##### Background

Associate in applied science–transfer (AAS-T) degrees are built upon the technical courses required for job preparation but also include a college-level general education component. AAS-T degrees are consistent with the dual purpose of transfer and preparation for direct employment.

AAS-T degrees can be developed as brand new primary programs, or they can be based on an Associate of Technical Arts (ATA) degree program already on our college’s inventory of professional-technical programs. When AAS-T degrees are formed by adding 20 or more general education credits to one of our existing ATA degrees, the college is not required to submit a full program approval request to the State Board for Community and Technical Colleges (SBCTC) - our request to the SBCTC lists just the title of the new AAS-T program, title of the ATA upon which the new program is based, total number of credits for the new program, and a curriculum guide.

The Business and Health and Human Services divisions have recently been working on developing several new AAS-T degrees based on ATA degrees currently on our program inventory. These new AAS-T Degrees are for transfer to Central Washington University. CWU has launched a new Bachelor’s of Applied Science and will accept most ATA degrees as long as 30 credits of general education have been completed. The new AAS-T degrees (comprised of the existing ATA degrees and the 30 credits of general education courses) will make it easier for students to understand which courses are necessary to transfer to Central Washington University.

This new agreement with CWU and the subsequent development of the AAS-T planning sheets will offer new pathways for existing students as their degrees will no longer be terminal. If students complete the AAS-T degree, they automatically transfer to a four-year university and can complete a Bachelor’s Degree through CWU online. This 2+2 program will also be of interest to high school students and their parents who want to ensure a four-year degree is a viable option. Since it is expected that numerous professional technical programs will offer AAS-T/CWU Degrees and since no new courses have been added (just the 30 credits of approved general education credits), we are asking for “blanket” approval of these degrees.

##### Recommendation

Board of Trustees blanket approval at the March 11, 2010 meeting for upcoming Association of Applied Science – Transfer (AAS-T) degrees based on Associate of Technical Arts degrees already on the college’s inventory of professional-technical programs.





## Board of Trustees

Washington Community College District 23

### Background

#### *SUSTAINABLE HORTICULTURE CERTIFICATE AT WASHINGTON STATE REFORMATORY*

(INFORMATION ONLY REGARDING NEW PROGRAM)

#### Subject

Information only – regarding a new Sustainable Horticulture certificate to be offered at the Washington State Reformatory Unit.

#### Background

The Washington State Reformatory Unit is a medium custody facility housing over a third of the total population of the Monroe Correctional Complex. At the start of the 2009-2010 academic year, it was reduced to just one vocational program from three. The Department of Corrections and State Board for Community Colleges requested program proposals from the Monroe Correctional Complex education director in the fall, and in December approved his proposal for a Sustainable Horticulture certificate. The Department of Corrections has provided 15 annual vocational FTEs for the program.

A Horticulture/Basic Skills program has been offered through the Monroe Special Offender Unit for the past several years. The Sustainable Horticulture 46.5-credit certificate builds off of that program and will utilize the same instructor. The program has been carefully designed together with faculty from the college's Horticulture department, so that once students complete the Sustainable Horticulture certificate, they would need just one additional year of coursework to complete the Edmonds Community College Horticulture Business Specialization ATA degree, the Restoration Horticulture ATA, or the Ornamental Horticulture Landscape Management and Installation ATA degree.

The WSRU education area has ample space for a greenhouse, outside plant beds, and a classroom. In addition, the education area has two gardens that are part of the facility's sustainability effort that could provide a source of practice. The college's Horticulture program will provide support for the start-up of the program.

Upon completion of this program, students will be prepared for the following occupations: landscaping and grounds keeping workers, and first-line supervisors/managers of landscaping and lawn services.

This program is endorsed by the Monroe Correctional Complex vocational advisory committee.



## Board of Trustees

Washington Community College District 23

## President's Report February 11, 2010

Since our November Board of Trustees meeting I have primarily been involved in working on current critical issues such as legislative messaging, budget development, institutional assessment, WACTC communication protocols, 2011-13 state board budget, Center of Excellence (COE), aerospace training center work, and property acquisition. This work has included the following activities:

- Met with K-12 Superintendents, along with Everett and Cascadia Community Colleges, to discuss issues such as math testing for juniors
- Education National Advisory Committee – Welcome and discussion
- Visited Lean manufacturing classroom
- Signed and submitted TRiO grant (TRiO program is fully enrolled for the first time and we have a waiting list)
- Renewed Head Start contract, budget and governance processes
- Finalized critical needs process and theory, began funding projects
- Worked with the Economic Development Council, Workforce Development Council, South Snohomish Chamber of Commerce and Everett Chamber of Commerce to develop new governance model
- Finalized agreement with Charlie Earl and David Beyer on Center of Excellence for Aerospace Advanced Materials and Manufacturing (COE) – see attached
- Continued discussions with the city of Lynnwood to continue the dialogue concerning the purchase of the city's warehouse building
- Met with student government to discuss bus pass and parking issues
- Attended all-campus holiday party
- Presented community college issues at the legislative breakfast
- Worked with Lee Lambert, Shoreline CC President, and state board staff in my role of WACTC (community college presidents group) operating budget chair to modify enrollment rules. New rules adopted at January presidents meeting
- Hosted WACTC presidents meeting at Edmonds
- Attended first flight of the 787 at Paine Field
- Worked with Jeannette and Emily on planning and board meeting protocols – see attached
- Took CWU president and foundation board member to meet with Everett Herald editorial board and present our views on higher education
- Met with local property owners to discuss development opportunities on 202<sup>nd</sup> and 68<sup>th</sup> Streets
- Worked on WACTC communication protocols with members of the WACTC executive committee
- Worked with Emily Yim and Mark Cassidy on a draft plan for discussing board policies with the Board of Trustees. The plan will be discussed in March

- Attended new employee orientation
- Attended WACTC and TACTC meetings in Olympia. Conducted legislative visits with 9 local legislators. Visits were in conjunction with Foundation Board members and college staff
- Attended pre-graduation and graduation ceremonies for 37 Japanese students from the Hospitality and Tourism program
- Worked with college staff on institutional planning and assessment program
- Attended statewide aerospace meeting discussing the role of the Center of Excellence (COE)
- Attended “Celebrate What’s Right” presented by Marty Cavalluzzi
- Attended Board of Trustees budget study session
- Welcomed Washington Association of Occupational Education Board meeting
- Attended various meetings with students, faculty and staff throughout this time period

Coming up:

- Lobbying trip to Washington DC – see attached

**Submitted by President Jack Oharah**