
Washington Community College District 23

Agenda
Regular Meeting
March 8, 2012
Cascade Conference Room
Snohomish Hall 304A
4:30 p.m.

Estimated Time (p.m.)

- 4:30 **Call to Order and Introduction of Guests** – Dick Van Hollebeke
- 4:35 **Public Comments** – Dick Van Hollebeke
(Public comments are limited to two minutes each)
- 4:45 **Approval of Meeting Minutes:** January 30, 2012 and February 9, 2012 – Dick Van Hollebeke
Next meeting: Regular meeting: April 12, 2012, 4:30 p.m.
- 4:47 **Old Business – Action**
- Approval of Continuing Probationary Status (RN 12-3-1) – Marty Cavalluzzi
 - Approval of Student Publications Code (RN 12-3-2) – George Smith
- 5:05 **New Business – Action**
- Consideration and Approval of 2012-13 Fees (RN 12-3-3) – Kevin McKay
- 5:15 **Monitoring Reports (20 min. each)**
- Mission and Core Themes Update – Jim Mulik
 - Achieving the Dream – Jim Mulik, Karen Johnson and Jennifer Inslee
- 5:55 **Board Updates (2 min. each)**
- Student Representative – D’Artagnon Womack
 - Classified Representative – Patti Pollardo
 - Faculty Representative – Margaret West
- 6:05 **President’s Report** – Jean Hernandez
- 6:10 **Board Discussion** – Dick Van Hollebeke
- 6:30 **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.



Board of Trustees

Washington Community College District 23

Minutes January 30, 2012

DRAFT

Members Present:

Edmonds Community College

Board of Trustees: Wayne Brown, Diana Clay, Quentin Powers, Dick Van Hollebeke, and Emily Yim
Dr. Marty Cavalluzzi, EVP Instruction
Dr. Jean Hernandez, President
Susan Loreen, VP Workforce Development and Training
Kevin McKay, VP Finance and Operations
Patty Michajla, Exec. Assist. to the President
Helen Nissani, FT Faculty
George Smith, VP Student Services

Edmonds School District

Edmonds School Board: Kory DeMun, Ann McMurray, Gary Noble, Susan Phillips and Diana White
Dr. Nick Brossoit, Superintendent
Dr. Ken Limon, Assist. Superintendent
Mark Madison, Dir. Career and Technical Education
Marla Miller, Exec. Dir. Business and Operations

Reception

A social gathering was held from 5:00-5:30 p.m.

Call to Order

The meeting was called to order by Dick Van Hollebeke, Chair of the Edmonds Community College Board of Trustees at 5:30 p.m.

Introduction of Guests

Dr. Jean Hernandez and Dr. Nick Brossoit each provided a brief welcome and expressed their enthusiasm and appreciation regarding the collaborative opportunities involving Edmonds Community College (EdCC) and the Edmonds School District (ESD).

Edmonds Community College and Edmonds School District Articulation Council – George Smith and Dr. Ken Limon

George Smith provided a history of the Articulation Council that has been in existence since 1989. He distributed two original documents of the new articulation agreement that was signed by both President Hernandez and Superintendent Brossoit.

Dr. Ken Limon presented copies of the two goals of the 2011-12 Articulation Council, which include:

- *Student Transition and Outreach.* Increase the number of Edmonds School District students who transition to Edmonds Community College, particularly those from diverse and poor backgrounds.
- *STEM Initiative.* Increase the number of Edmonds School District students who enter Edmonds Community College with interest in pursuing a career in science, technology, engineering, and math (STEM) and complete a transfer degree program.

Alternative Learning Center Update – Kevin McKay and Marla Miller

A brief overview was presented on the status of the Alternative Learning Center by Kevin McKay and Marla Miller. A study was completed in 2004 by the ESD on ten properties. The College expressed interest in creating additional classroom space on the property currently located adjacent to the campus in the existing ESD administrative offices. In 2006 an interlocal agreement was entered into and predesign work began. The agreement expired in 2008 at the same time that the State's economic recession was worsening. Ms. Miller summarized the status of the other ESD properties throughout the area and the ultimate relocation of the ESD administrative offices.

There currently is not a contract in place that binds the ESD and EdCC with this agreement. Dr. Brossoit recommended having our respective employees continue to investigate future options for partnering. Trustee Van Hollebeke stated that he wants to ensure that there is a place marker to enable this project to take place. Both parties verbally agreed that this partnership agreement is of strong interest and want to continue to discuss.

Collaborative Projects

- ***CTE Tech Prep*** – Susan Loreen and Mark Madison both spoke about articulations including: Carpentry program - high school students can earn credits to obtain a college certificate; Allied Health certificate; STEM ; Tech Prep program - introduces high school students to college.
- ***Expanding Your Horizons*** – Dr. Hernandez spoke about the revival of the Expanding Your Horizons program and acknowledged Susan Phillips for her role in this partnership. The program is designed for area high school girls in the study of STEM subjects. Mr. Madison added that Meadowdale High School participated last year through Bellevue College, and the feedback was outstanding. An event is planned for May 4th on the EdCC campus with Dr. Celeste Baine as the keynote speaker.
- ***Mountlake Terrace High School STEM Magnet High School Partnership*** – Mr. Madison provided an overview of this four-year program where students are immersed in STEM disciplines. This magnet school was established through funding from a Gates grant and offers study focusing on aerospace, robotics, computer science, and biotechnology. They partner with higher education and industry. This program is open to all 9th grade students and will be launched this fall for the first entry class. There is a lot of interest.
- ***First Robotics Partnership*** – This involves the sport of robotics and designing robotics for games. This program has been run at Mountlake Terrace High School for about seven years. The EdCC faculty members have been involved in a robotics partnership with the ESD for the past couple of years.
- ***Natural Leaders*** – Helen Nissani provided an overview of the Natural Leaders program which involves students who are second language learners. A parent mentor certificate program educates individuals to assist with newcomer and minority families to bridge between home and schools. Grant funding assists the program. Better outreach is needed into all of the school districts to educate people about the program.

Board Discussion

Diana White provided information regarding the Hazel Miller Foundation which is based in Edmonds and provides annual grant funding to various organizations.

Adjournment

The meeting was adjourned by Chair Dick Van Hollebeke at 6:55 p.m.

EXECUTIVE SESSION

At 7:05 p.m. the Board entered into executive session for the purpose of discussing the performance of a public employee.

Adjournment

The meeting was adjourned by Chair Dick Van Hollebeke at 8:17 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

Dick Van Hollebeke, Chair

Date Approved

ATTEST:

Jean Hernandez, Secretary



Board of Trustees

Washington Community College District 23

Minutes February 9, 2012

DRAFT

Trustees Present: Wayne Brown, Diana Clay, Quentin Powers, Dick Van Hollebeke, and Emily Yim
Others Present: Arlene Anderson, Mark Cassidy, Marty Cavalluzzi, David Cordell, Jean Hernandez, Susan Loreen, Kevin McKay, Patty Michajla, Jim Mulik, Kelvin Nesvog, Patti Pollardo, George Smith, Carol Summers, Margaret West, and D'Artagnon Womack

Call to Order and Introduction of Guests – Dick Van Hollebeke

Dick Van Hollebeke, Board Chair, called the February 9, 2012 meeting to order at 4:34 p.m., welcomed those present, and asked for self-introductions.

Public Comments

No public comments

Approval of Minutes

Attachment A

MOTION: Quentin Powers moved and Wayne Brown seconded the approval of the November 10, 2011 meeting minutes.

APPROVED

Next Meeting

March 8, 2012, 4:30 p.m.

OLD BUSINESS – Action

Approval of Student Publications Code (RN 12-2-1) – Dick Van Hollebeke

Attachment B

Trustee Powers requested further information regarding the policy that was first presented to the Board of Trustees on November 10, 2011, and pointed out an inconsistency. Further clarification will be needed in the Code under Part I, Publications Board Policies, Number 6. The policy states that students will bear the legal and financial responsibility for what they publish, broadcast or otherwise distribute. However, the WAC132P-333-110 states that the College must bear the legal responsibility. Mr. Powers recommended that revisions be made to provide consistency. AAG, Arlene Anderson, provided further explanation.

Following Board discussion, a decision was made to table the approval of the Student Publications Code until the March 8, 2012 Board meeting. An amended document will be provided on that date.

NEW BUSINESS – First Consideration

Consideration of Continuing Probationary Status – Marty Cavalluzzi

Attachment C

Dr. Cavalluzzi presented the list of candidates for continuing probationary status for first consideration and reported that there are no issues that would prevent the candidates from moving forward in the tenure/permanent status process. The candidates include: Second year: Sandra Arnold, Tom Fleming, Meryl Geffner, Steve Hailey, and Doug Owen. Third year: Patrick Burnett, Bryan Tinsley and Karna Williams. The Board will be asked to take action at the March 8 meeting. Dr. Cavalluzzi provided an explanation of the tenure process for the new Trustees.

MONITORING REPORTS

Mission, Vision and Strategic Planning Committee Update – Jim Mulik

Attachment D

President Hernandez reported that meetings are being held by the planning committee for the revision of the mission, vision and strategic planning. Campus wide communications have also occurred. She wants people to be involved in the discussion, so a core group working has been established to work on this effort, including a group of approximately 40 people.

Mr. Mulik reminded the Board that they were provided with an update on the institutional performance report at the August 2011 Board retreat. The accreditation report also arrived during that time. The Key Performance Indicators that have been in place since 2005-06 have been reviewed. A core team of six people is working on accreditation and are compiling a plan.

The strategic planning group meets every two weeks. They have discussed the learning organization process, will complete a SWOT analysis, and an environmental scan. The current timeline includes the vision statement completed by spring with the revised mission language ready for approval. Flushing out of the strategic plan will be completed by fall, and the intent is to have it finalized by December. Trustee Van Hollebeke requested that a deadline date be established. President Hernandez said that by the August retreat the mission and vision will be ready to discuss. There is a question as to whether or not the strategic plan will be ready by then. This past fall quarter was spent compiling the committee so the process became delayed.

Trustee Yim supports trying to get a broader campus buy-in. Her preference is to continue to be thorough even if it is going to take longer, perhaps up to one year. Mr. Van Hollebeke requested that the end date be provided to the Trustees by the next Board meeting.

President Hernandez said that a draft can be provided during spring quarter, and the August retreat could be used for the conversation. The Board will be kept in the loop. Trustee Van Hollebeke requested that one entire Board meeting be dedicated to work through this.

Trustee Brown feels that the process has been too long. There could be more velocity behind it. How do we know where we are going without a mission and vision? He would like a draft to be released for everyone to review. He feels the process could happen fairly rapidly. Mr. Brown suggested that every meeting be started with the intent of the vision and mission that will guide the Board's decisions.

A further update will be provided at the March 8 Board meeting.

Guidelines for Facility Rentals – Jean Hernandez

Attachment E

Information item. The College receives several requests for waivers of fees for facility rentals on our campus. We do not want to give away state resources. The intent is to put in writing how the College will make those decisions on granting waivers, and have consistent criteria. If we waive fees, we cannot place any additional financial burden on the College. Certain charges may be charged even if the facility fee is waived (e.g., custodial, media, etc.).

An addition will be made to the existing draft included in the meeting packet: “Exemptions are not given for the use of self-support facilities such as the Edmonds Conference Center and the Black Box Theatre.”

BOARD UPDATES

Faculty Representative – Margaret West

Attachment F

Classified Representative – Patti Pollardo

Attachment G

Student Representative – D’Artagnon Womack

Attachment H

President’s Report – Dr. Jean Hernandez

Attachment I

In addition to the attached President’s report, Dr. Hernandez provided additional highlights of activities.

- Accreditation Update: The first draft of the document is in process with the goal of March 2 to get the draft out to the college community. We will be looking for gaps within the standards. We are moving forward and heading in the right direction. There will be further training for a few staff attending the Northwest Commission on Colleges and Universities training session.
- Legislative information was distributed to the Trustees in preparation for the ACCT National Legislative Summit in Washington DC next week.
- Achieving the Dream (ATD) is going well. A team of 6-8 will attend an ATD national conference in Dallas in three weeks. Dr. Hernandez will attend the president’s meeting. An update will be presented by Jim Mulik, Jennifer Inslee and Karen Johnson at the March 8 Board meeting.
- Dr. Hernandez shared a handout comparing the number and type of employees hired on our campus in 2011 to present and from one year ago.
- The current status of the Board’s budget was reviewed.

STUDY SESSION

Washington State Ethics Code Laws – Arlene Anderson

Attachment J

Arlene Anderson, Assistant Attorney General, provided a PowerPoint presentation on an overview of the Washington State Ethics Code Laws. The Trustees were encouraged to follow up by accessing the Washington State legislative website to view RCW 42.52 “Ethics in Public Services Act.”

Highlights of the presentation included rules on parameters of board positions, compensation, use of college property, gifting, honorarium, use of state resources, political campaigning, contracting with the State, assisting in State transactions, financial interest in transactions, and confidential information. The Trustees were advised about the rules pertaining to the Open Public Meetings Act and were encouraged to

call the AG's office if they have questions. College email accounts could be established for the Trustees to use for college business, so they would not be required to use their personal email.

Board Discussion – Dick Van Hollebeke

- Trustee Van Hollebeke will interview Dr. Hernandez and Dr. Jim Gaudino, CWU President, tomorrow on campus. The interview will be aired on a local TV station. Discussion will include fostering a closer relationship between the two institutions, partnership opportunities, and promoting the four-year campus. A follow-up discussion, including staff from EdCC and CWU, will take place after the interview.
- Trustee Van Hollebeke encouraged Board participation in campus events if at all possible.
- The Board will meet jointly with the Everett CC Board on May 15 on the Everett campus. All five Trustees are available to attend.
- The Board discussed serving refreshments and room configuration for future meetings. They also discussed transitioning into paperless meetings through the use of electronic devices. The timeline for meeting agendas will be kept closer to the parameters set.

President's Feedback to the Board of Trustees – Jean Hernandez

President Hernandez provided her feedback regarding the Board of Trustees' evaluation. She spoke of what works well with the Board and areas that may need more development. The Trustees appreciated the feedback as they develop their own action plans and goals.

Trustee Yim noted that as a member of the national Diversity Committee of ACCT, she will request samples of diversity policies when she attends the ACCT conference in Washington, DC next week.

Adjournment

The meeting was adjourned at 7:58 p.m. by Chair Dick Van Hollebeke.

ATTACHMENTS AVAILABLE UPON REQUEST

Dick Van Hollebeke, Chair

Date Approved

ATTEST:

Jean Hernandez, Secretary

ATTACHMENT F

BOARD OF TRUSTEES

Monthly Meeting Report

AFT Local 4254 EdCC Faculty

February 9, 2012

The Executive Council voted (with one abstention) to reopen the contract which expires in June, 2012. As the contract has been extended for two years, Council members felt it was time to reopen. Discussions with Mark Cassidy about refresher training have begun. The plan is for negotiations to begin in early April and be completed by June 2012. We are in the process of completing negotiations on an issue now, and they have gone very well; we are hopeful that negotiations on the entire contract will go equally well.

Faculty are working very hard to ensure that students don't lose instruction after the snow days.

The Council asked me to tell you they thoroughly enjoyed our annual "joint" dinner. Thank you.

Margaret West
President
Local 4254
Edmonds Community College Federation of Teachers

ATTACHMENT G
BOARD OF TRUSTEES
Monthly Meeting Report
WPEA/UFCW LOCAL 365

February 9, 2012

- We now have new WPEA/UFCW Local 365 union officers. They were sworn into office at the January 7, 2012 Executive Board meeting by the UFCW Region 8 Representative, Mike Hatfield. The new officers are:

President: Dave Shiel (Previous WPEA NW Region Staff Rep)

Secretary-Treasurer: Margaret (Peggy) Davis (From Dept. of Revenue)

Recorder: Fawn Hacker (WPEA Member Coordinator—and much more!)

District Vice Presidents:

District 1: (Vacant)

District 2: Raoul Perez (From Yakima Valley CC)

District 3: Carol Groce (From Columbia Basin College)

District 4: Larry Pasco (From Washington State Patrol)

District 5: Roger Montanez (From Wenatchee Valley College)

District 6: Christ Thomsen (From Dept. of Natural Resources)

District 7: Patrick Golden (From Liquor Control Board)

District 8: (Vacant)

District 9: (Vacant)

District 10: (Vacant)

District 11: Kent Stanford (From Dept. of Natural Resources)

(Note: The vacant positions will be appointed by President Shiel and the Executive Board as soon as possible.)

- Right now, things seem to be on an “even keel”. Seamus Walsh Petrie, WPEA Legislative Director, has been busy on the “Hill” sitting in on hearings and testifying at others on behalf of all our members. Some of the bills he has been watching include:

SB6378 (by Senator Zarelli) that would skip a \$130,000,000 payment to PERS 1, close PERS 2 to new members, and force new public employees into PERS 3. (I know SEVERAL employees in PERS 3 who wish they would be given the opportunity to revert back to PERS 2!) This bill might not move before cutoff.

SB6543 is the bill that would put labor representatives on the Boards of Trustees of community college districts. While this bill passed the House, it hasn’t been scheduled for a hearing in Senate Higher Education and Workforce Development yet.

Several bills would close tax loopholes or reform our tax structure to make it fairer for working people:

SSB6088 is a bill that would strengthen the review of tax loopholes. It passed the Senate and is in the House Ways and Means Committee.

HB2488 & SB6550 (the HOPE Act) have yet to be given public hearings. These bills would eliminate at least 167 tax loopholes, cut the sales tax, create a 1% personal and corporate income tax, and direct new revenue to K-12 and Higher Ed. We are encouraging all of our members to contact their legislators today and ask them to hear the HOPE Act.

HB1928 & SB5789 are bills are written to prevent workplace bullying by defining “abusive work environment” in statute and provide bullied workers a remedy through the Human Rights Commission. That I know of, neither bill has had hearings yet. In most cases, it usually takes bills like this several attempts to be heard and passed through the legislature.

The list goes on and on. We are looking forward to working with our Board of Trustees and the college on legislative goals so we can be successful together.

- With regard to our contract, in November 2011, Diane Leigh (the Director of OFM) advised us they have “determined the collective bargaining agreement agreed to by our union is feasible financially by the state”. However, the legislators have not dealt with it yet. We are hoping it won’t be much longer before we can move forward with implementing the cuts that may be necessary.

Before long it will be time to form our next negotiating teams to bargain our contract for 2013-2015! Sure hope the upcoming session won’t be as frustrating and “hand-tying” as the last one was! Something good has to come out of it at some point in time!

- There are some employee issues that we are working on with HR, and it looks like a couple more may be forthcoming. Sometimes we end up holding a mediation meeting hoping to resolve the issues before they escalate and we end up filing a grievance.

Respectfully submitted by: Patti Pollardo, WPEA Chief Job Representative
Edmonds Community College Bargaining Unit

**EDMONDS COMMUNITY COLLEGE
WPEA JOB REPRESENTATIVES
FOR CLASSIFIED STAFF
AS OF 02/09/2012**

Patti Pollardo—Chief Job Rep
Tony Rael
Heather Ray
Rose Valdez-Oittinen
*Jennifer Cole
*Brooke Schuster
*Karie Eickhoff
*Frank Pelayo

Testing Center
Security
Custodial Department
Head Start
Center for Families
Info Tech
Head Start
Head Start

(*Our newest Job Reps)

ATTACHMENT H

BOARD OF TRUSTEES

Monthly Meeting Report

Associated Students of Edmonds Community College

February 9, 2012

- **COMPLETED**

- Nov 18-19, Olympia – Legislative Academy. Excellent experience presenting a mock testimonial on a legislative issue. Very inspiring to work with the leaders of campuses from across the state.
- Nov 28, local – State of the Association Address. Presented the ASEdCC goals and collected surveys on student awareness.
- Feb 01, Olympia – Student Rally. Smaller turnout than last year (15 compared to 38), probably because of snowstorm. During open microphone, eight Edmonds students told their stories.

- **IN PROGRESS**

- TIMC proposals are wrapping up. The student/administration jointly funded Technology Investment Management Committee is nearing their proposal deadline.
- Green Fund Committee has begun the proposal process. Modeled after TIMC, the Green Fund is meant to support projects which enhance the school's sustainability. They are just beginning their proposal process.
- Service and Activities Fee Budget Committee in development.
- Brown Bag Lectures. See the website for details on upcoming lectures.

- **FUTURE**

- Feb 10, Edmonds Center for the Arts – International Night. I will be MC for the second act. The show is a celebration and display of our college's diversity.
- Feb 21-24, Black Box Theatre – Women's History Month Awareness Week. March is Women's History Month. The Diversity Student Center is hosting many events to promote awareness.
 - 2/21/12, 11:30-1:00pm, Black Box Theater (BBT) – History of Women's Movement
 - 2/21/12, 6:00-7:30pm, BBT – Human Trafficking
 - 2/22/12, 12:30-1:30pm, BBT – Angie Chau "A female immigrant's journey to success"
 - 2/23/12, 12:30-1:30pm, BBT – Women of the Middle East and Tribal Belly Dancing History & Demo
 - 2/23/12, 6:30-8:30pm, BBT – Female Entrepreneurs' Business Network and Resource Fair

- 2/23/12, 4:30-6:30pm, EdCC Library – Heart and Grace Reception
- Feb 29, Brier Lobby - State of the Association Address.

Submitted by: D'Artagnon Womack, Executive Officer for Administrative Liaison
(ASEdCC_admin@email.edcc.edu)



Board of Trustees

Washington Community College District 23

President's Report February 9, 2012

ATTACHMENT I

President Jean Hernandez Activity Report: November 14, 2011 – February 1, 2012

Since the November 10, 2011 meeting of the Board of Trustees I have participated in the following activities, meetings and events related to the six Core Themes of the College.

1. **Foster Student Learning**

I continue working with the strategic planning group on the development of the college's new mission and vision statement.

2. **Provide Access for Educational Opportunities**

I attended several meetings/events related to Boeing and aerospace training. One meeting was to discuss developing a pipeline in five skills areas: manufacturing, composites, chemical, metallurgy and assembly. Another meeting was with Dr. David Brock, the new Boeing executive focal liaison for Edmonds CC. Additional Boeing management staff and Edmonds CC staff also participated in this discussion. I also met with Dixie Simmons of Workforce Education and Charlie Earl, Executive Director of the State Board for Community & Technical Colleges. The president's aerospace group met via ITV for a conversation about our aerospace training needs. I met with Senator Patty Murray and two area college presidents and economic development directors to discuss the direction of aerospace in Snohomish County. I attended the Snohomish County Economic Alliance meeting to participate in an aerospace discussion regarding the Washington State Partnership – Accenture.

I continue to be involved in the Five Star Consortium meetings with Lake Washington Institute of Technology, Shoreline, Cascadia and Everett Community Colleges. We are working on finalizing the Memorandum of Understanding between the five colleges. I attended an event involving the Economic Alliance of Snohomish County in the discussion "Competing for Tomorrow." I met with the Tulalip Tribe to discuss program offerings, funding and partnerships;

3. **Support Student Success**

Achieving the Dream coaches, Dr. Jacquee Belcher and Dr. Lynda Villanueva, met with the Board of Trustees and me during the November new board orientation meeting. I attended the annual TACTC Winter Conference and new trustee orientation in Olympia.

4. **Provide a Positive Place to Work and Learn**

President's Cabinet held a diversity retreat at the Edmonds Conference Center facilitated by Dr. Ronda Coats. Campus forums were held to inform the campus of the state of the campus, provide budget updates, and to provide an opportunity for the college community to ask questions and provide comments. I met with the Diversity Council and discussed Dr. Coats' recommendations on diversity. I joined the Trustees at the annual Board/Federation of Teachers dinner at the College Café. I provided a welcome to new staff and faculty at the New Employee Orientation;

5. **Support Community and Civic Engagement**

I continually meet with local legislators both in Olympia and here in the Lynnwood area to discuss the needs and legislative priorities of our college and the statewide system. I also was asked to speak at the students' legislative rally in Olympia. I held the first quarterly President's Advisory Committee breakfast meeting with eight community members attending. Dr. Tom Murphy led a presentation on Service Learning projects and Americorps.

Fundraising events and celebrations that I attended included: the Swedish Fund-A-Need fundraiser and the Minority Achievers Program (MAP) Gala. Other community events included: the Airport Holiday Open House at the Future of Flight; the Korean American Day Celebration in Seattle; and the Distinguished Alumni Celebration honoring three Edmonds CC alumni.

Other community and collaborative meetings included: A community leader event at the Lynnwood Convention Center with Verdant Health Commission; met with the Edmonds Police Chief, Al Compaan; met with Jean Hales of the Economic Alliance of Snohomish County; attended the Edmonds Daybreakers Rotary Club (guest); the Lynnwood Rotary Club weekly meetings (member); met with the President of the Leadership Institute of Seattle, Dr. Sheldon Drogin; Edmonds School District Superintendent Dr. Nick Brossoit; met with several area community college presidents: Gary Oertli, Dr. Eric Murray, and Dr. David Beyer, as well as 4-year presidents: Dr. Michael Young (UW), Dr. Lee Gorsuch (City University), Dr. Paul Pitre (special assistant-WSU); Dr. Bruce Shepard (WWU); Attended the joint Board of Trustees meeting with the Edmonds School District Board, Superintendent and staff.

Welcomes provided on campus and throughout the community included: The Danish Student short-term program graduation; the Hospitality and Tourism College (HTC) graduation; and the Everett CC Leadership Academy group that was hosted on our campus. Attended the Martin Luther King, Jr. celebration at the Lynnwood Convention Center featuring speaker Van Jones.

6. **Be Fiscally Accountable**

I have met with numerous donors to the College Foundation. Campus forums have been held to discuss the statewide and Edmonds CC budget situation, keeping staff and faculty informed. I am discussing the budget at President's Cabinet and meeting individually with the Vice Presidents to discuss areas within their budgets that can be trimmed. I attended the all-day Foundation Board retreat.



Board of Trustees

Washington Community College District 23

Background

CONSIDERATION OF CONTINUING PROBATIONARY STATUS

Subject

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

Background

The Board of Trustees is required to decide whether to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year. Faculty under consideration for probationary appointment renewal are:

Second Year Appointments

Sandra Arnold, Early Childhood Ed (main campus)
Tom Fleming, Physics (main campus)
Meryl Geffner, Librarian (main campus)
Steve Hailey, Computer Information Systems (main campus)
Doug Owen, Mathematics (main campus)

Third Year Appointments

Patrick Burnett, Engineering (main campus)
Bryan Tinsley, Computer Science Tech (Corrections)
Karna Williams, Basic Skills (Corrections)

Kristyn Whisman, Basic Skills (Corrections)
(3rd year appointment postponed due to alternate assignment of interim dean at 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 and third year probationary appointments at their March 2012 meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 12-3-1

CONTINUING PROBATIONARY STATUS

WHEREAS, faculty hired by Edmonds Community College serve a probationary period prior to being considered for tenure and permanent status, and

WHEREAS, the faculty-board agreement requires that the recommendation for renewal or non-renewal of these probationary appointments must occur by the end of winter quarter of each academic year, and

WHEREAS, the respective appointment review committees have met their responsibility under the negotiated agreement to review the appointments of those named below and have made recommendations to the College administration, and

WHEREAS, the administration concurs with the recommendation of these appointment review committees,

NOW THEREFORE BE IT RESOLVED that the Edmonds Community College Board of Trustees renews the probationary contracts of the following faculty:

Second Year Appointments

Sandra Arnold, Early Childhood Ed (main campus)
Tom Fleming, Physics (main campus)
Meryl Geffner, Librarian (main campus)
Steve Hailey, Computer Information Systems (main campus)
Doug Owen, Mathematics (main campus)

Third Year Appointments

Patrick Burnett, Engineering (main campus)
Bryan Tinsley, Computer Science Tech (Corrections)
Karna Williams, Basic Skills (Corrections)

Kristyn Whisman, Basic Skills (Corrections)

(3rd year appointment postponed due to alternate assignment of interim dean at Corrections)

Dick Van Hollebeke, Chair

Date Approved

ATTEST:

Jean Hernandez, Secretary



Board of Trustees

Washington Community College District 23

Background

Student Publications Code

Subject

To approve the Student Publications Board Code Governing Student Media.

Background

This code, adopted as policy by the Edmonds Community College President's Cabinet, exists to protect students' freedom to deal with ideas and to express opinions in student media without fear of censorship, as well as to provide advisory assistance to help student media achieve success in serving the students of Edmonds Community College.

The Triton Review, along with all other student media, falls under the purview of the Edmonds Community College Board of Trustees, which has the authority and responsibility to determine broad policies and procedures that govern student programs and activities.

Recommendation

The Trustees are asked to review and approve the Student Publications Code.

Student Publications Board Edmonds Community College

November 2011

Code Governing Student Media

For explanatory material, please see documents and citations at www.splc.org and www.spj.org/ethicscode.asp

Preamble

This code, adopted as policy by the Edmonds Community College President's Cabinet, exists to protect students' freedom to deal with ideas and to express opinions in student media without fear of censorship, as well as to provide advisory assistance to help student media achieve success in serving the students of Edmonds Community College.

Part I: The Publications Board

Publications Board Bylaws

1. The Student Publications Board shall consist of the following voting members:
 - One representative designated by the President of Edmonds Community College
 - One representative designated by the Dean of Student Life and Development
 - The faculty adviser to *The Triton Review*
 - The editor-in-chief of *The Triton Review*
 - One student staffer of *The Triton Review*
 - One representative of the Edmonds Community College Student Government Executive Board
 - One student at large, to be selected by the Student Government Executive Board
 - One outside communications professional, preferably a working member of the news media
2. The adviser of *The Triton Review* shall serve as chair of the board and, as such, is responsible for calling meetings.
3. The primary purpose of the board is to be a support service for student media. For example, the quarterly board meetings exist to provide a forum for student media staff members to share ideas, provide inspiration, and seek advice on such matters as policy and procedure, and to stimulate innovation.

The board may also provide advice to ensure that sufficient process, policy and procedure exists for the routine operation of the student media and to make recommendations that will assist in the resolution of crises not resolvable by the editors, staff members or

adviser of a publication. However, the board will strictly avoid placing itself between the publication and the campus community that the publication serves.

After reviewing the facts of an issue, the board may issue, upon simple majority vote of the membership, a formal recommendation to the editor, staff and/or adviser of a publication, as well as to college administrators or other committees or agencies of the college. All such recommendations should record the number of votes and how members voted. Such recommendations are non-binding and no actions based on those recommendations can run contrary to the First Amendment rights of student media or their role as public forums.

4. The Student Publications Board shall meet at least once a quarter during the fall, winter and spring quarters, but may meet more often if needed. Meetings of the board shall be open to all interested parties. A quorum shall be necessary to conduct business and consists of a simple majority of the membership of voting members as defined in bylaw No. 1.
5. The above bylaws shall govern how the Student Publications Board operates in relation to all student media within the purview of the Board, whether those media are in print, digital, or other forms. The board has no powers beyond those granted to it in this document.

Publications Board Policies

1. Students working on student publications at Edmonds Community College shall have rights guaranteed by the First Amendment and its interpretation by the courts to speak, write, publish and distribute their sentiments freely on all subjects and shall be free from censorship and prior review or approval.
2. Edmonds Community College provides equal opportunity in education and in employment in accordance with state and federal law. The college prohibits discrimination against any person due to race or ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, Vietnam-era or disabled veteran status, or the presence of any disability. As such, no student media shall discriminate on the basis of any of the factors listed above.
3. Edmonds Community College shall make no rule, policy or regulation that abridges the First Amendment freedoms of student media. College officials, faculty, staff or agencies shall neither directly nor indirectly prohibit protected speech on the basis of the views expressed. Edmonds Community College prohibits any college official from coercing, disciplining or imposing sanctions against any student media staff member or student media adviser on the basis of the protected content of any student media, or taking other actions that attempt to control or manipulate content. Moreover, college officials shall not withhold funding from any student media based on the content of that media, if that content is protected by the First Amendment and these bylaws.

4. The student government of Edmonds Community College and its representatives are subject to the same restraints against infringement of student expression as are the school and its administrators.
5. Student editors and managers shall be free to develop their own editorial policies regarding news coverage and content without interference by the college or its administrators, faculty, staff or agencies.
6. **To the extent permitted by law,** students working for student media shall bear the legal and financial responsibility for what they publish, broadcast or otherwise distribute.
7. No expression made by students in the exercise of free speech or free press shall be deemed to be an expression of school policy. Neither Edmonds Community College nor its administrators, faculty, staff or agencies, nor Edmonds student government officials can be held responsible in any civil or criminal action for any expression made or published by students unless such officials have interfered with or altered the content of the student expression.
8. Neither Edmonds Community College and its administrators, faculty, staff or agencies nor Edmonds student government officials can interfere with the distribution of constitutionally protected student media, nor confiscate such media, nor prohibit lawful advertising in student media.
9. No student media that falls under the purview of the Student Publications Board shall publish, broadcast or otherwise distribute material that is not protected by the First Amendment and its interpretation by the courts, such as material defined by the state or federal courts as libelous, obscene, or defamatory, or material that constitutes a invasion of privacy, or material that infringes on protected copyrights.

Part II: Specific Student Media

The Triton Review

Overview: The Newspaper and the College

As stated on its nameplate, *The Triton Review* has been an independent student voice since 1973. As such, editorial decision-making lies with the paid student staff. As an academic institution, the college is committed to freedom of speech and thought and recognizes the importance of a free press. The college does not impose content nor does it attempt to exercise prior restraint on what goes into the paper.

The newspaper, in turn, recognizes the responsibility that goes with the position it holds in the campus community and strives to adhere to sound journalistic practices. Staff members have been trained for their roles and use the ethical guidelines promoted by the Society of Professional Journalists. They meet regularly with a faculty adviser who provides coaching, mentoring, advice and instruction. As an agent of the college, the adviser does not make decisions on editorial content. That function lies within the purview of the student staff.

Policies

1. *The Triton Review*, along with all other student media, falls under the purview of the Edmonds Community College Board of Trustees, which has the authority and responsibility to determine broad policies and procedures that govern student programs and activities.

2. Edmonds Community College officially recognizes *The Triton Review* as a designated public forum for students of Edmonds Community College.

3. *The Triton Review* will operate under the following purpose statement:

The Triton Review is the independent student newspaper of Edmonds Community College. As such, the newspaper's primary purposes are to (1) serve the campus community by fostering a free, open and responsible discussion of issues relevant to the college, and (2) to provide journalistic training and experience for newspaper staff and students. *The Triton Review* strives to publish material that educates, informs and serves the college's diverse campus community.

4. Students working on *The Triton Review* will strive to adhere to and operate under the principles defined by the Code of Ethics of the Society of Professional Journalists.

5. Any student enrolled at Edmonds Community College is eligible to contribute to *The Triton Review*; paid staffers are subject to the rules that govern student employment at the college. Editors at *The Triton Review* must be enrolled in at least six (6) credit hours at Edmonds Community College throughout their appointment.

6. *The Triton Review* shall be free from censorship and advance approval of copy by the Student Publications Board, the college and its administrators, faculty, staff and agencies, and Edmonds student government officials.

7. An editor of *The Triton Review* shall be subject to removal by the Student Publication Board before the end of his or her term of appointment only by a majority vote of the board and only based on one of the following grounds:

- Publishing material that is determined by a court of law not to be protected by the First Amendment, such as libelous, obscene or defamatory material, or that which constitutes an invasion of privacy, or which infringes on protected copyrights.

- Work-related misconduct which represents an egregious breach of public trust or violation of applicable state or local laws; or neglect of duty, including failure to publish the newspaper in a timely manner, failure to attain a level of technical quality reasonably expected of a community college newspaper, or failure to perform his or her duties as defined in *The Triton Review Staff Handbook and Style Manual*.
8. Editorial and advertising positions on *The Triton Review* are appointed during the summer before the academic year by the faculty adviser in consultation with the outgoing staff. The Student Publications Board may consult in the selection of the editor-in-chief. Some positions will be paid as student employees as determined by college guidelines that govern student employment and by budget agreement with the Edmonds student government.



Board of Trustees

Washington Community College District 23

Resolution No. 12-3-2

Student Publications Code

WHEREAS, Presidents Cabinet has adopted the revised Student Publications Code, and

WHEREAS, *The Triton Review*, along with all other student media, falls under the purview of the Edmonds Community College Board of Trustees, which has the authority and responsibility to determine broad policies and procedures that govern student programs and activities, and

WHEREAS, this code, to the extent permitted by law, exists to protect students' freedom to deal with ideas and to express opinions in student media without fear of censorship, as well as to provide advisory assistance to help student media achieve success in serving the students of Edmonds Community College;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Edmonds Community College adopts the Student Publications Code.

Dick Van Hollebeke, Chair

Date Approved

ATTEST:

Jean Hernandez, Secretary

Washington Community College District 23

Background

2012-13 COLLEGE FEE SCHEDULE

Subject

Consideration and approval of the 2012-2013 College Fee Schedule.

Background

One recent change brought about by the legislative state budget-building process was the elimination of the caps and constraints on course fees imposed by Initiative 601 and the Legislative approval process imposed by Initiative 960. In their place, colleges now have the ability to manage fees with no specific limits. The language specifically states that colleges may now set fees, “. . . by amounts judged reasonable and necessary by the trustees.”

[Initiative 601](#) (I-601) was passed by the voters of Washington in 1993 and states, "No fee may increase in any fiscal year by a percentage in excess of the fiscal growth factor for that fiscal year without prior legislative approval." According to the initiative, "fiscal growth factor" means the average of the sum of inflation and population change for each of the prior three fiscal years. The fiscal growth factor is calculated by the state Office of Financial Management. However, beginning with the 2007-09 biennium, the fiscal growth factor is the average growth in state personal income for the prior ten fiscal years.

Initiative 960 (I-960), also passed by the voters of Washington in 1997, amended I-601 to the extent that any new fees or increases to the fees subject to I-601 require Legislative approval.

In previous years, college fees (course, program, and general fees) have been raised by a percentage indexed to a fiscal growth rate provided by the State Board for Community and Technical Colleges, using the growth factor calculation described above. The current year (2012) fiscal growth rate, as articulated by the State Board's website (<http://www.elc.wa.gov/sub/fgf.asp>), is 4.34%. The rate projected for 2013 is 4.40%.

Were this a typical year, the college would have increased all applicable fees to increase by 4.34% following these guidelines. This is not a typical year, however, and the college has taken the following considerations into account when establishing its recommendations for fee increases for the 2012-2013 academic year:

- College operations have been impacted by the cumulative budget cuts imposed by the state. While every effort has been made to absorb these cuts in ways which do not impact student access and support, there is still a very real impact to many campus programs and services.

- Raising fees is one way to help offset some of the impact of the state's budget cuts to the colleges and providing this mechanism is, in fact, the reason the legislature has eliminated the fee caps previously imposed by Initiative 601.
- One impact of Initiative 601 has been retarding fee revenue when compared to inflation, resulting in many course/program fees which no longer generate sufficient additional revenue to cover the special costs of offering certain courses and services. This has had a negative impact on the college budget for several years.
- Students are now facing a 14% tuition increase over both years of the current biennium, on top of the other financial challenges many students are experiencing during this economic downturn. This is a bad time to increase fees to students except where absolutely necessary.

As a result of these considerations, the college is recommending no increase of applicable fees, with some specific exceptions. By electing to not raise most course/program/service fees the college is attempting to minimize further impacts to students (except where specifically necessary) while they are having to contend with large tuition increases.

Several program and course fees are being recommended for increases. These are specific situations where additional service or course revenue is needed to continue offering specific services and courses. Every effort has been made to keep these exception fee increases to a deemed-essential minimum.

In addition, there are a few new courses which require fees. It is normal college operating procedure to create appropriate course fees for new courses which have special costs associated with them.

Ultimately, the goal is to specifically target those few fees which need to be raised in order to sustain courses or services, and to add fees to new courses which have additional costs, in keeping with other similar courses.

Recommendation

The administration of Edmonds Community College recommends that the Board of Trustees adopt the resolution approving the 2012-2013 College Fee Schedule as presented.



Board of Trustees

Washington Community College District 23

Resolution No. 12-3-3

COLLEGE FEE SCHEDULE

WHEREAS, the State legislature has eliminated the normal constraints on college course fees imposed by Initiative 601, giving colleges the ability to manage fees with no specific limits; stating that colleges may now set fees "...by amounts judged reasonable and necessary by the trustees," and

WHEREAS, according to Initiative 601 (passed in 1993), "No fee may increase in any fiscal year by a percentage in excess of the fiscal growth factor for that fiscal year without prior legislative approval," and "fiscal growth factor" means the average of the sum of inflation and population change for each of the prior ten fiscal years, and

WHEREAS, in a typical year, college fees would be increased based on the above mentioned calculation, which amounts to 4.34% for the current fiscal year (2012) and 4.40% for 2013 fiscal year, and

WHEREAS, Edmonds Community College wishes to minimize the financial impact on its students, who are already contending with the rising cost of tuition, is recommending no increase of applicable fees for this biennium, other than a few noted exceptions for specific and necessary fees,

NOW, THEREFORE BE IT RESOLVED that the Edmonds Community College Board of Trustees hereby approves the increase in course fees as indicated above.

Dick Van Hollebeke, Chair

Date Approved

ATTEST:

Jean Hernandez, Secretary



Board of Trustees

Washington Community College District 23

President's Report March 8, 2012

President Jean Hernandez Activity Report: February 1-29, 2012

Over the past month I have participated in the following activities, meetings and events related to the six Core Themes of the College.

1. **Foster Student Learning**

I continue working with the strategic planning group on the development of the college's new mission, vision, core themes, and strategic plan. In my role as a member of the Technology Committee of the WACTC President's group, I attended the two-day State Information Technology Commission meeting at Tacoma Community College.

2. **Provide Access for Educational Opportunities**

Work continues with the Five Star Consortium. The Memorandum of Understanding was presented and signed during the February 23rd WACTC Presidents' meeting in Olympia. I continue to work with our "Expanding Your Horizons" committee that is being led by Edmonds Community College and includes other community representation, such as Edmonds School District and the American Association of University Women – Edmonds Chapter. The program is designed for high school girls and to encourage them to seek a career path in a STEM field(s). I met with Dr. William Keppler, Brigadier General (ret.) and other staff members for a discussion on educational opportunities for veterans, their spouses and children. A follow-up meeting was held with a task force regarding a 2 + 2 opportunity partnering with Western Governors University.

On February 10 Trustee Chair Van Hollebeke interviewed Dr. Jim Gaudino, President of Central Washington University, and me in a discussion regarding opportunities and partnerships between the two institutions. Following the recorded interview that will be aired on a local TV station, a meeting took place including staff members and trustees from both schools for continued conversation regarding the four-year opportunities here on our campus.

Involvement continues in our aerospace training program. I attended the aerospace presidents' meeting in conjunction with the February WACTC presidents' meeting. Legislators have expressed interest in touring the WATR Center at Paine Field. A Boeing retreat was held on our campus with three Boeing representatives and ten EdCC employees to share ideas about how to enhance our partnership with Boeing and the

college. There will be a follow up meeting to review the items discussed and determine which ones should have priority.

I hosted a meeting on our campus for the King - Snohomish County Re-entry Coalition which assists prisoners transitioning into society once they are released; approximately twenty-five agency representatives attended the meeting.

3. **Support Student Success**

I met with Achieving the Dream (ATD) coach, Dr. Lynda Villanueva, who visited our campus again in early February. I also attended an ATD President's meeting in Dallas, Texas, in conjunction with a national ATD conference. Work continues throughout the campus with the ATD initiative with numerous core team meetings.

I have been invited to become a board member of the College Spark Washington program. College Spark funds programs that help low-income students become college-ready and earn their degrees. Grants are provided to organizations and institutions throughout the State of Washington that assist low-income students to improve their academic achievement, prepare for college life and graduate. College Spark is also one of the primary funders of Washington State's Achieving the Dream initiative.

The principals of College Park Middle School and College Park Elementary School and J. J. Frank with the YMCA Minority Achievers Program (MAP) met with me on our campus to discuss future partnerships with MAP and EdCC.

I traveled with four Trustees to Washington, DC while they attended the Association of Community College Trustees (ACCT) Legislative Summit. They also joined me in meeting with several legislators on the hill, including Rep. Rick Larsen, Rep. Jay Inslee, and Senators Patty Murray and Maria Cantwell. In addition, we attended a meeting with John Sedlins, Chief of the Humphrey Fellowships and Institutional Linkages Branch, which handles the Community College Initiative (CCI) Program for the State Department's Bureau of Educational and Cultural Affairs (ECA). Also attending were program officers representing ECA's Gilman Program, Fulbright programs of interest to community colleges, and a grant competition that will focus on capacity building for study abroad.

I participated in an all-day training workshop with the Northwest Commission on Colleges and Universities for accreditation chairs.

The highlight for me this month was the opportunity to receive an invitation to attend President Obama's speech at the Everett Boeing plant. I was even fortunate enough to be able to shake the President's hand! It was an amazing experience to hear his inspirational speech in person.

4. **Provide a Positive Place to Work and Learn**

I continue to attend the Diversity Council meetings and discuss the campus climate with them. We also are beginning to address some of the ideas presented by Dr. Rhonda Coats

from our President's Cabinet Retreat on diversity. I attended International Night after hosting a reception earlier in the evening at the Edmonds Conference Center for local dignitaries attending this event. I also participated in the "Trashy Tuesday Campus Clean up" event where I joined students and staff members in the rain to pick up trash and beautify our campus. I attended a women's and men's basketball game where Edmonds' women's team lost after an early lead, and the men's team won with a strong finish. I presented "Bravo Awards" to staff and faculty members at a recognition ceremony. Joe Piscatella, a best-selling author, and Carl Zapora, Verdant Health Commission CEO, were invited to campus as guest speakers to discuss health and wellness opportunities for our campus.

5. **Support Community and Civic Engagement**

I attended board meetings for the YMCA and Workforce Development Council of Snohomish County. I met with Mukilteo Mayor Joe Marine to discuss ways to partner with the City of Mukilteo and learn more about local employers. I continue to meet with legislators in Olympia and locally to discuss the needs and legislative priorities of our college and the statewide system.

I attended the Edmonds CC Foundation's annual Gala Auction on February 25 which proved to be yet again a successful evening of fundraising and social networking with our good friends and supporters of the College.

I provided a welcome for a visiting group of ten delegates from Brazil hosted by our Office of International Student Services led by Vice President David Cordell. I provided a welcome for the annual Heart and Grace reception in the library.

6. **Be Fiscally Accountable**

I continue to meet regularly with numerous donors to the College Foundation. Budget forums are scheduled every few weeks in an effort to continue discussions of both the statewide and Edmonds CC budget status. I work closely with all of the vice presidents on budget issues, and I strive to keep staff and faculty and students informed about these issues affecting our college.