



Washington Community College District 23  
Lynnwood, Washington

**Agenda**  
**Regular Meeting**  
**March 10, 2016**  
**Gateway Hall 352**  
**4:30 p.m.**

*Mission: Edmonds Community College strengthens our diverse community by helping students access educational and career opportunities in a supportive environment that encourages success, innovation, service and lifelong learning.*

4:30 PM	A. Call to Order	Quentin Powers	
	B. Introduction of Guests	Quentin Powers	
4:35 PM	C. Public Comments (2 minutes each)	Quentin Powers	
4:45 PM	D. Community Conversation	Quentin Powers	
	1. Rich White, State and Local Government Relations, The Boeing Company		
5:00 PM	E. New Business – Approval		
	1. Approval of Boeing Recognition (RN 16-3-1)	Quentin Powers	3
5:05 PM	F. Approval of Meeting Minutes: January 21, 2016	Quentin Powers	4
	G. Next meeting: April 14, 2016		
	4:30 p.m. – Study Session		
	6:00 p.m. – Joint meeting with Edmonds School District Board		
5:10 PM	H. Old Business – Approval		
	1. Approval of Tenure and Permanent Status (RN 16-3-2)	Dr. Charlie Crawford	16
	2. Approval of Continuing Probationary Status (RN 16-3-3)	Dr. Charlie Crawford	18
	3. Approval of Program Elimination (RN 16-3-4)	Dr. Charlie Crawford	21
	4. Approval of Offering BAS Degrees (RN 16-3-5)	Dr. Terry Cox	23
5:35 PM	I. New Business – First Consideration		
	1. Consideration of Professional Leave	Dr. Charlie Crawford	24
5:45 PM	J. Board Updates		
	1. Faculty Representative	Margaret West	
	2. Student Representative	Lia Andrews	
	3. Classified Staff Representative	Patti Pollardo	

Continued

**EDMONDS COMMUNITY COLLEGE  
WASHINGTON COMMUNITY COLLEGE DISTRICT 23  
BOARD OF TRUSTEES – AGENDA  
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5:55 PM	K. Foundation Report	Diana Clay	
6:00 PM	L. President’s Report	Dr. Jean Hernandez	25
6:10 PM	M. Board Discussion	Quentin Powers	
6:20 PM	N. Executive Session	Quentin Powers	
6:30 PM	O. Adjournment	Quentin Powers	

*Times are estimates only and subject to change.*

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

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



# Board of Trustees

Washington Community College District 23

## Resolution No. 16-3-1

### *RECOGNITION OF THE BOEING COMPANY*

WHEREAS, The Boeing Company founded in Seattle, Washington by William Edward Boeing grew from a small red barn on the shores of the Duwamish River to the largest aerospace and defense contractor in the world, the largest exporter in the United States providing products to 150 countries, ranks 27<sup>th</sup> on the “World’s Most Admired Companies” list, and for the fifth straight year, was named the No. 1 innovator among aerospace and defense companies; and

WHEREAS, The Boeing Company contributes significantly to the health of the State of Washington, employing more than 79,000 — half of its global workforce— in the State and purchasing \$5.7 billion annually in materials, supplies and services from 1,943 Washington State vendors; and

WHEREAS, The Boeing Company embraces a culture of caring and support for all Washingtonians, encouraging employees to volunteer, and investing more than \$53 million annually in the areas of education, health and human services, arts and culture, environment, and civic engagement; and

WHEREAS, The Boeing Company executives serve on the Edmonds Community College Board of Trustees and Foundation Board of Directors to provide leadership and ensure that Edmonds CC provides high quality education; and

WHEREAS, numerous Boeing Company employees serve on college advisory committees and help guide and strengthen curriculum in workforce training programs and ensure that college programs are of high quality and responsive to the job market; and

WHEREAS, The Boeing Company supports student success by investing in education and donating to the Edmonds CC Foundation for student scholarships and emergency assistance funds to ensure that students in need of financial help can thrive; and

WHEREAS, The Boeing Company sponsors and supports the Edmonds CC annual Ethics Challenge and provides judges for the competition; and

WHEREAS, The Boeing Company fully commits to student success by hiring Edmonds CC graduates;

NOW THEREFORE BE IT RESOLVED that Edmonds Community College Board of Trustees congratulates, celebrates, and praises The Boeing Company for the significant contributions they have made to the community over the past 100 years;

BE IT FURTHER RESOLVED that the Edmonds Community College Board of Trustees enthusiastically expresses our sincere appreciation and thanks for The Boeing Company’s partnership and collaboration.

ATTEST:

\_\_\_\_\_  
Mr. Quentin Powers, Chair

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary

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



**Special Meeting  
Minutes  
January 21, 2016**

***DRAFT***

Trustees Present: Omar Abdulla, Dr. Tia Benson Tolle, Diana Clay, Quentin Powers, Emily Yim, and Carl Zapora

Others Present: Arlene Anderson, Lia Andrews, Wayne Anthony, Danielle Carnes, Christina Castorena, David Cordell, Dr. Terry Cox, Dr. Charlie Crawford, Basetsana Dithebe, Michele Domingo, Dr. Tonya Drake, Marisa DuBois, Dr. Jean Hernandez, Zamzam Hufane, Soohwan Jung, Laura Liao, Porche Maneechaemsai, Kevin McKay, Patty Michajla, Jim Mulik, Patti Pollardo, Connie Schatz, Scott Tan, Brad Thomas, Margaret West, Kevin Wibowo, and visiting students of the University of the Free State, South Africa.

**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Quentin Powers, Board Chair, called the meeting to order at 4:37 p.m., welcomed those present, and asked for self-introductions.

President Jean Hernandez recognized and welcomed the visiting students of the University of the Free State of Bloemfontein, South Africa.

**PUBLIC COMMENTS**

Basetsana Dithebe, from the University of the Free State in Bloemfontein, South Africa spoke of the two-week visit by a group of students from her university, stating that they all have appreciated their invaluable experience visiting our school and community. In particular, they thanked Marisa DuBois and Associated Students of Edmonds Community College for their support and participation in their visit. They also were appreciative of Senator Maralyn Chase and Representative Cindy Ryu giving them special tours of the Senate and House Chambers in Olympia, Washington.

**APPROVAL OF MINUTES**

Attachment A

Motion: It was moved and seconded to approve the November 12, 2015 meeting minutes.

***Approved***

Trustee Yim abstained.

**NEXT MEETING**

March 10, 2016, 4:30 p.m., Gateway Hall 352.

## **OLD BUSINESS - ACTION**

### **Approval of Revised Student Constitution (Resolution No. 16-1-1) – Christina Castorena** Attachment B

Christina Castorena, Vice President of Student Services, presented the revised Student Constitution at the November 12, 2015 meeting, at which time the Board reviewed and discussed the revisions. Soohwan Jung, Student Government Executive Officer for Academics, presented the request for Board approval of the revised constitution.

Motion: It was moved and seconded to approve Resolution No. 16-1-1.

*Approved*

## **NEW BUSINESS – ACTION**

### **Approval of 2016-2018 Strategic Plan (Resolution No. 16-1-2) – Dr. Jean Hernandez** Attachment C

President Hernandez presented the 2016-2018 Strategic Plan for Board approval. She provided an explanation of the inclusive process where stakeholders across campus were involved by providing their input that resulted in this final plan.

Motion: It was moved and seconded to approve Resolution No. 16-1-2.

*Approved*

## **NEW BUSINESS – FIRST CONSIDERATION**

### **Consideration of Bachelor of Applied Science Degree – Dr. Terry Cox** Attachment D

Dr. Terry Cox, Vice President of Workforce Development and Training, provided background information on the Bachelor of Applied Science Degree (BAS). She stated that Edmonds CC is interested in pursuing this four-year degree in Early Childhood Education (ECE) or Social and Human Services (SHS). Students who have previously earned their Associate's level technical degree in these areas would be able to achieve a bachelor's degree leading to enhanced career opportunities.

Dr. Cox provided a historical timeline about BAS degrees in the community and technical college system. She explained why providing the option for this degree at Edmonds CC would benefit both our students and the College. Faculty member, Connie Schatz, also explained the students' demand for the degree.

The Board provided comments regarding demand for workers in ECE and SHS areas, industry partners, and changes in tuition. They requested to receive copies of the Statement of Need that will be forwarded to them when completed.

The Board will be asked to approve the offering of BAS degrees at the College at the March 10 Board meeting.

### **Consideration of Program Elimination – Dr. Charlie Crawford**

Attachment E

Dr. Charlie Crawford presented a request to eliminate the following programs at the Monroe Correctional Complex: Sustainable Horticulture, Construction Industry Training, and Carpentry. He provided an explanation for these eliminations and noted that the programs will be replaced with others that are more closely aligned with what is offered at the main campus.

### **Consideration of Tenure and Permanent Status – Dr. Charlie Crawford**

Attachment F

Dr. Crawford reported that there are 33 faculty members currently in the appointment review process. Six will be requesting approval of tenure or permanent status this year, including: Deborah Clarke, Scott Haddock, Kari Guedea Meehan, Patrick Rolland, Heather Walsh, and Barbara Whalen. Portfolios are due February 1, and will be delivered to the Board. The Board will be asked to approve tenure status at the March 10 meeting. Dr. Crawford also reported that the College is in the process of hiring 11 more tenure track faculty for the 2016-2017 academic year.

### **Consideration of Continuing Probationary Status – Dr. Charlie Crawford**

Attachment G

Dr. Crawford presented 26 names of faculty who are in their first or second year of continuing probationary status in tenure track or permanent status teaching positions. He explained the continuing probationary status process. The Board will be asked to approve continuing probationary status at the March 10 meeting.

## **MONITORING REPORTS**

### **Foundation Update – Brad Thomas**

Attachment H

Brad Thomas, Executive Director of the Foundation, provided an update on the Foundation. Discussion included: the community campaign; the reading of a letter of appreciation from a student scholarship recipient; mission accomplishment; college and program support; Strategic Plan – 2015-2018 goals; and volunteer needs.

Trustee Diana Clay, who is also a member of the Foundation Board, spoke about the March 5<sup>th</sup> Foundation Auction & Gala event. This year's theme is "Havana Nights." The goal is to raise \$250K during the oral auction. No silent auction will be included this year. The Board was encouraged to host a table.

### **Access and Student Success Measures – Jim Mulik and Danielle Carnes**

Attachment I

Jim Mulik and Danielle Carnes provided an overview of access and student success measures. The College is measuring who our students are, why they attend, and what the College can do to support them.

They shared funding sources, demographics, persistence & graduation rates, and enrollment trends.

They shared the Strategic Enrollment Management (SEM) planning process timeline that began in December 2015 with gathering and compiling current SEM work. Over the next few months it will include enrollment workshops, compiling themes and research, roadshows, budget/resource allocation, composing one-year/three-year plans, and the enrollment plan to be published by June 2016. The three SEM goals are focusing on Latino recruitment, increasing our high school yield, and bolstering STEM enrollments.

### **Civil Rights Audit Update – Michele Domingo**

Michele Domingo provided an update on the Civil Rights Audit that took place in August 2013. This was a week-long visit to evaluate compliancy issues at the College. A voluntary compliance plan was created that has worked well over two years. Items addressed include, nondiscrimination statements on all materials, Title IX, Spanish website, recruitment and marketing materials, rebranding, ADA compliance, and housing compliance. The auditor is hoping to complete his report by the end of this fiscal year, June 2016.

### ***BREAK***

At 6:57 p.m. the Board recessed for a brief break. At 7:10 p.m. the Board returned to open session.

### **BOARD UPDATES**

#### **Faculty Representative – Margaret West**

Attachment J

#### **Student Representative – Lia Andrews**

Attachment K

#### **Classified Representative – Patti Pollardo**

Attachment L

### **PRESIDENT’S REPORT – Dr. Jean Hernandez**

President Hernandez reported on the following meetings, activities and events:

- She thanked President’s Cabinet for taking over when she was out on leave.
- The State Board DSHS compliance visit for our Workfirst BFET and Opportunity Grants office received high marks.
- Trustee Emily Yim will join President Hernandez and Trish Ueda, of the International Student Services office, on a five-day trip to Japan for the Trajal Hospitality & Tourism College (HTC) reception in celebration of their thirty year reunion recognizing the partnership with Edmonds CC.

- The Department of Justice has granted Edmonds CC a \$300K grant to establish awareness programs that focus on reducing violence against women.

**BOARD DISCUSSION – Quentin Powers**

- On behalf of the Board, Trustee Powers recognized last year’s outgoing Board Chair, Emily Yim, for her year of service, and presented her with a desk plaque.
- The Board will consider rescheduling the May 19 meeting due to several scheduling conflicts. They will be polled with other date options.
- The August retreat will be extended to include a dinner the evening before. It was discovered that a new date will need to be selected as there is a conflict with the August 11 date. The Trustees will be polled with other date options.

**ADJOURNMENT**

The meeting was adjourned by Chair Quentin Powers at 7:30 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

\_\_\_\_\_  
Quentin Powers, Chair

ATTEST:

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

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary



**ATTACHMENT J**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**AFT Local 4254 EdCC Faculty**  
**January 21, 2016**

The quarter seems to be going well for faculty judging by the comparatively few concerns that have come to the union's attention so far.

There is of course intense interest in the contract negotiations. The Administration's team decided last quarter to call in PERC because of the disagreement over increment funding out of local funds. As you know, the Legislature has opened a two-year window during which colleges can draw on local funds for increments. The Federation was astonished by the Administration's request as there still seemed to be plenty of room for further negotiation, and usually it's the Federation that throws up its collective hands and calls in PERC. Perhaps the Administration wanted to steal the thunder.

Fortunately, the PERC mediator is Erin Slone-Gomez. She helped us during the last set of negotiations in 2012-13 and is therefore familiar with the college. We have held one introductory meeting, and we will be all set to continue on February 1<sup>st</sup> with the few remaining issues along with the funding problem.

Thank you.

Margaret West  
President  
Local 4254  
Edmonds Community College Federation of Teachers

## ATTACHMENT K

### BOARD of TRUSTEES

#### Monthly Meeting Report

#### Student Government

January 21, 2016

#### COMPLETED

- **Marketing Materials (attached).** ASEDCC purchased marketing materials to increase awareness of and participating with ASEDCC activities. Items have been given away at resource fairs.
- **11/21 Legislative Academy -** Five AsEdCC Officers attended the Council of Unions and Student Programs (CUSP)'s Legislative Academy organized by Washington Community & Technical College Student Association (WACTCSA). Officers received the chance to network with other student leaders in Washington State and receive education about the legislative process and how to engage with it.
- **11/24/15 Executive Board Meeting:**
  - **High School Association Budget Proposal.** ASEDCC allocated \$2,100 to the High School Association club for a Winter Dance.
- **12/1/15 Executive Board Meeting:**
  - **ASEdCC Website.** ASEDCC allocated \$9500 to the AsEdCC Website Goal Committee for the development of a Student Government website.
- **12/15/16 – Center for Student Engagement and Leadership (CSEL) Breakaway.** Student leaders from CSEL participated in an end-of-quarter breakaway in the University of Washington's Samuel E. Kelly Ethnic Cultural Center. Student-staff and professional staff reviewed goals, and received additional training
- **1/2/16 and 1/5-6 – Triton Jumpstart and Triton Welcome.** Student leaders from ASEDCC, Center for Service Learning, Student Programming, Green Team, the Wellness Center, the Diversity Student Center and other departments participated in the Resource Fair and Campus Connecting as part of Triton Jumpstart and the beginning-of-quarter welcome week. New and returning students were acquainted with campus resources and escorted where they needed to go.
- **1/7/16 – Roundtable Discussion with Senator Patty Murray.** AsEdCC, Service-Learning and Green Team representatives attended a roundtable with Senator Murray to discuss safety and sexual assault on college campuses. Murray sought feedback exclusively from student representatives from colleges in the area as part of revision of the Higher Education Act.
- **1/7/16 – 1/22/16 – University of The Free State (UFS) Exchange.** As part of EdCC's ongoing partnership with UFS, EdCC has welcomed six students and their mentor to campus to participate in student life and the local community as part of the Leadership for Change initiative. ASEDCC and other student leaders in the CSEL department participated in several activities with the UFS students over the course of two weeks.
  - **1/8/16 – Tour of Farestart and Downtown Seattle.** ASEDCC joined the UFS group in a tour/lunch at Farestart, a nonprofit institute that trains homeless and disadvantaged men and women in culinary skills to gain employment and self-sufficiency, and then joined in a walking tour of Downtown Seattle.
  - **1/9/16 – Hibulb Cultural Center & International District-Chinatown tour.** ASEDCC and other student-staff from CSEL joined the UFS group in a tour of the Hibulb Cultural

- Center in Tulalip and a walking tour of the International District-Chinatown through the Wing Luke Museum.
- **1/11/15 – Tour of CSEL.** UFS students partnered with student-staff from CSEL and were given a tour and meet and greet of the department.
  - **1/13/15 – Cultural Kitchen/Service-Learning Potluck.** Student-staff from CSEL participated in a potluck at the campus Cultural Kitchen with the UFS group, bringing cultural dishes while salmon was traditionally prepared. UFS students were given a tour of the Cultural Kitchen and Urban Farm.
  - **1/14/16 – Monroe Correction Complex Tour and Student Panel.** UFS students and student-staff from CSEL were given a tour of the Monroe prison.
  - **1/15/16 – Olympia Capital Tour.** UFS students were given a tour of the Washington State capital building and met with state representatives and legislators.
  - **1/19/16 – CSEL Job Shadow and El Centro de la Raza Tour.** UFS Students shadows student-staff from CSEL and then toured El Centro de la Raza, a Latino social justice community organization in Seattle.
  - **1/18/16 – Welcome Back Ice Skating.** AEdCC participated in the ice skating student life event as part of Welcome Week.
  - **Martin Luther King Week:**
    - **1/12/16 – “Loud, Proud, “Can You Hear me Now?”** In preparation for Dr. Michael Eric Dyson’s Brown Bag Lecture, a discussion was held in the Triton Student Center about his newest book. Students, staff, and faculty attended and shared a dialogue about quotes from “Can You Hear Me Now?”
    - **1/13/16 – “Happy Birthday Martin Luther King Jr.”** A celebration was held in the Triton Student Center. Students received food, giveaways, information on Dr. King, and were invited to write down their dream on a large poster as part of a community event.
    - **1/14/16 – Brown Bag Lecture: Michael Eric Dyson & MLK Community Event.** American author, academic, radio host, and public speaker Dr. Michael Eric Dyson hosted a lecture about social justice relating back to the college theme of “Shift Happens.”
    - **1/18/15 – National Day of Service: MLK Jr. Day.** AEdCC participated in the service-learning event at Stolja Ali (Gold Park) by acting as volunteers and Team Leaders.
  - **1/15/16 – Winter Dance Participation.** AsEdCC participated in the Winter Dance organized by the High School Association Club.
  - **1/15/16 – Art Gallery Participation.** AsEdCC participated in the Art Gallery Reception organized by the Visual Arts department.
  - **1/15/16 Executive Board Meeting:**
    - **Dinner with Instructors.** The Executive Board approved a \$2000 budget for a Dinner with Instructors event.
    - **National Conference for College Women Student Leaders (NCCWSWL).** The Executive Board approved funding for 3 students and 1 chaperone to attend the NCCWSL conference in June, with allocation for \$4,100 from the Student Conference Account and any money exceeding this amount to come from the unallocated reserve.
    - **Guatemalan Service-Learning Fund Request.** Executive Board approved funding for Alicia Kelly to attend the Guatemalan Service-Learning event, allocating \$2215.
  - **1/20/16 Executive Board Meeting:**
    - **Instructionally Related Project Grant.** The Executive Board approved the AEdCC Project Grant Proposal Form. AEdCC will be accepting proposals and will be planning the project showcase party at the next Executive Board meeting.

- **S&A Fee Budget Process Guidelines and Timeline and Budget Request Form Approval.** The Executive Board approved the guidelines and timeline for the S&A Feet Budget Request Form.

### **IN PROGRESS**

- **Enrollment Goal Committee:**
  - **Promotional Video.** The Goal Committee for Enrollment is in the process of advertising and recruiting students to take part in a promotional video for EdCC. Every ASEdCC Officer will be interviewed as part of the video and students at large who participate get to share their experiences on campus and receive volunteering hours.
  - **2/23/16 – Edmonds Woodway High School Campus Tour Presentation.** Porsche Maneechaemsai, Officer for Community Relations, will present to a group of students from Edmonds Woodway about CSEL.
- **Bus Contract Goal Committee:**
  - Representatives from Community Transit attended two work sessions in Fall Quarter and provided an overview of fare structures, the partnership between Community Transit and EdCC, and future plans for route additions and the EdCC-Community Transit relationship. The Bus Contract Goal Committee is awaiting further information about plans and available options for negotiations.
- **Dining Options Goal Committee:**
  - The Dining Options Committee has decided to visit Swedish-Edmonds hospital, Renton Technical College, Seattle Central Community College, and Farestart as part of evaluation of food service evaluations in Seattle and Snohomish county. The committee is developing criteria and an evaluation form for the visits to take place in Winter quarter.
- **Wage Criteria Goal Committee:**
  - The Wage Criteria Committee, as part of developing a wage criteria for student-staff for the '16-'17 year, will schedule a meeting with Human Resources.
- **S&A Fee Committee:**
  - Lia Andrews, Officer for Administrative Liaison and Kevin Wibowo, Officer for Budget and Finance will sit on the S&A Fee Committee and recruit two students at large.
- **1/26/16 – Legislative Rally.** Four ASEdCC Officers and a projected group of 20-25 students will participate in the Legislative Rally in Olympia.

**Submitted by: Lia Andrews, Executive Officer for Administrative Liaison**

**ATTACHMENT L**

**BOARD OF TRUSTEES**

**Monthly Meeting Report**

**WPEA/UFCW LOCAL 365**

**January 21, 2016**

- Things have been kind of quiet with WPEA. However, now that the Legislative Session has begun, we will be gearing up to rally around the bills that are important to our members, as well as other union's members, and to labor in general.

We are aware that Governor Inslee has released his supplemental budget proposal for 2016 which includes \$178 million for the record 2015 wildfire season, as well as about \$15 million for wildfire prevention and response. It also includes raises for K-12 teachers. He has also budgeted more than \$16 million to pay the \$100,000-per-day fines imposed in August by the state Supreme Court for not providing a plan to fund K-12 education per the court's 2012 McCleary decision. It also appears that the Governor's proposal would boost funding for the state's foster-care system and provide more funding to hire and retain workers to help improve the state's stressed mental-health system.

Where will some of the funds come from for all of this? The Governor is proposing to roll back several tax preferences. According to his proposed budgets, these taxes would raise \$101 million in the next fiscal year.

We know, of course, that the outcome of his proposed budget is always up to the Legislature. We will all have to fight tooth-and-nail to get the legislators to pass budgets and bills that will help unions, Higher Education, and government agencies in order to continue to help our students and citizens of Washington State.

- The Washington State Labor Council will be holding their Legislative Reception in Olympia February 11-12, 2016. The reception will be from 6:30pm-8:30pm at the Olympia Red Lion Hotel. This is a great opportunity for our union brothers and sisters to meet their Legislators and find out what's on their minds and how they are going to help support us in this session. On the 12<sup>th</sup>, our members in attendance will be visiting more Representatives and Senators at the Capitol to advise them of bills that are important to us. We also look forward to working with our college on bills that are important to Edmonds Community College and our students.
- At the last Board of Trustee's meeting I mentioned that WPEA has created a "Hardship Fund". Although it seems difficult for some WPEA union members to ask for help, we have diligent Executive Board Members and bargaining unit members who are out there listening to their co-workers (members) and advising those individuals of this fund. As a result, we have been able to help SEVERAL individuals (four so far in 2016) who have had insurmountable obstacles to overcome. I am so glad WPEA is able to reach out and help our members like this.

- We are in the process of bringing several classified employee issues to a close. It has not been an easy end-of-the year. I am hoping that 2016 will bring good changes to some of our processes. WPEA and I look forward to continuing our good working relationship we have with Suzanne Moreau and President Hernandez.

Respectfully submitted by: Patti Pollardo, WPEA Chief Shop Steward-Edmonds CC



**Background**

***CONSIDERATION OF TENURE AND PERMANENT STATUS***

**Subject**

*Consideration of tenure for*

Deborah Clarke	English for Academic Purposes (International)
Kari Meehan	Business Information Technology (Business)
Scott Haddock	Paralegal (Health & Human Services)
Barbara Jacala-Whalen	Adult Basic Education (Pre-College)
Heather Walsh	Chemistry (Science, Technology, Engineering & Math)

*Consideration of permanent status for*

Patrick Rolland	Intensive ESL (International)
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**Background**

The Board of Trustees is required to consider the award or denial of tenure and permanent status following a probationary period not to exceed nine (9) consecutive quarters, excluding summer quarters and approved leaves of absence. Deborah Clarke, Kari Meehan, Scott Haddock, Barbara Jacala-Whalen, and Heather Walsh have completed their probationary period and are recommended for consideration of tenure status. Patrick Rolland has completed his probationary period and is recommended for consideration of permanent status.

**Recommendation**

Approval of tenure for Deborah Clarke, Kari Meehan, Scott Haddock, Barbara Jacala-Whalen, and Heather Walsh, and permanent status for Patrick Rolland, at the March 2016 Board of Trustees meeting.



**Board of Trustees**

Washington Community College District 23

**Resolution No. 16-3-2**

***APPROVAL OF TENURE  
AND PERMANENT STATUS***

*Consideration of tenure for*

Deborah Clarke	English for Academic Purposes (International)
Kari Meehan	Business Information Technology (Business)
Scott Haddock	Paralegal (Health & Human Services)
Barbara Jacala-Whalen	Adult Basic Education (Pre-College)
Heather Walsh	Chemistry (Science, Technology, Engineering & Math)

*Consideration of permanent status for*

Patrick Rolland	Intensive ESL (International)
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WHEREAS, the appointment review committees have met their responsibilities under the law and the negotiated agreement to review the appointments of the above-named and have recommended that tenure and permanent status be granted, and

WHEREAS, the administration has received the recommendation of the appointment review committees and recommends for Deborah Clarke, Kari Meehan, Scott Haddock, Barbara Jacala-Whalen, and Heather Walsh be granted tenure, and Patrick Rolland be granted permanent status.

NOW THEREFORE BE IT RESOLVED that Edmonds Community College Board of Trustees grants tenure to for Deborah Clarke, Kari Meehan, Scott Haddock, Barbara Jacala-Whalen, and Heather Walsh, and permanent status to Patrick Rolland, and welcomes them to permanent faculty positions at Edmonds Community College.

\_\_\_\_\_  
Mr. Quentin Powers, Chair

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

ATTEST:

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary





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 or not 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

- Audineh Asaf, Art/Studio Art (Humanities & Social Sciences)
Stephanie Bevans, Business Information Technology (Business)
Linda Carlson Intensive ESL (International)
Christina Coiro, Social and Human Services (Health & Human Services)
Mark Einfeld, Computer Information Systems (STEM)
Daniel Griesbach, Bridge (Pre-College)
Gabrielle McIntosh, Mathematics (STEM)
Geoffrey McKeown, Adult Basic Education/ESL (Internat.)
Chuck Mueller, Physics and Engineering (STEM)
Ruth Voetmann, Intensive ESL (International)
Louis Ho, Computer Information Systems (STEM)
Linda Zuvich, Computer Science (STEM)

Third Year Appointments

- Michael Andrew, Computer Information Science (STEM)
Jennifer Baldwin, Diversity Studies (Humanities & Social Sciences)
Haley Benjamins Library (Learning Resources)
Stephanie Bostwick, Engineering (STEM)
Nicholas Buker, Chemistry (STEM)
Emily D'Souza, Intensive ESL (International)
Kevin Fogarty, Culinary Arts (Business)
Ruth Harris-Barnett, English (Humanities & Social Sciences)
Brent Leithauser, Allied Health (Health & Human Services)
Jeremy Matthews, Adult Basic Education (Pre-College)
John Sherman, English for Academic Purposes (International)
Kathleen Simonton, History (Humanities & Social Sciences)
Daniel White, Paralegal (Health & Human Services)

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 2016 meeting.



# Board of Trustees

Washington Community College District 23

## Resolution No. 16-3-3

### ***APPROVAL OF 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 Edmonds Community College Board of Trustees renews the probationary contracts of the following faculty:

#### **Second Year Appointments**

Audineh Asaf, Art/Studio Art (Humanities & Social Sciences)  
Stephanie Bevans, Business Information  
Technology (Business)  
Linda Carlson Intensive ESL (International)  
Christina Coiro, Social and Human Services (Health & Human  
Services)  
Mark Einfeld, Computer Information Systems (STEM)  
Daniel Griesbach, Bridge (Pre-College)  
Gabrielle McIntosh, Mathematics (STEM)  
Geoffrey McKeown, Adult Basic Education/ESL (Internat.)  
Chuck Mueller, Physics and Engineering (STEM)  
Ruth Voetmann, Intensive ESL (International)  
Louis Ho, Computer Information Systems (STEM)  
Linda Zuvich, Computer Science (STEM)

#### **Third Year Appointments**

Michael Andrew, Computer Information Science (STEM)  
Jennifer Baldwin, Diversity Studies (Humanities &  
Social Sciences)  
Haley Benjamins Library (Learning Resources)  
Stephanie Bostwick, Engineering (STEM)  
Nicholas Buker, Chemistry (STEM)  
Emily D’Souza, Intensive ESL (International)  
Kevin Fogarty, Culinary Arts (Business)  
Ruth Harris-Barnett, English (Humanities & Social  
Sciences)  
Brent Leithauser, Allied Health (Health & Human Services)  
Jeremy Matthews, Adult Basic Education (Pre-College)  
John Sherman, English for Academic Purposes  
(International)  
Kathleen Simonton, History (Humanities & Social Sciences),  
Daniel White, Paralegal (Health & Human Services)

ATTEST:

\_\_\_\_\_  
Mr. Quentin Powers, Chair

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary

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

## Background

### *INSTRUCTIONAL PROGRAMS PROPOSED FOR ELIMINATION*

#### **Subject**

Board of Trustees approval to eliminate three instructional programs.

#### **Background**

Background information for this proposal is attached. Listed below are three instructional programs being submitted to the Board for their review and approval.

#### **CORRECTIONS**

##### Corrections Department

1. Sustainable Horticulture
2. Construction Industry Training
3. Carpentry

#### **Recommendation**

Approval to eliminate three instructional programs at the March 2016 Board of Trustees meeting.

## **BOARD OF TRUSTEES**

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Programs proposed for elimination March 2016

### **Subject**

Board of Trustees approval to eliminate three instructional programs.

### **Background**

Below are three certificates being submitted to the Board for their review and approval to eliminate.

## **CORRECTIONS EDUCATION**

### Corrections:

**Title: Sustainable Horticulture (155W) – 46.5 credits**

**Inactivation Requested YRQ:** B563

**Rationale:** When instructor resigned, DOC/SBCTC decided to fund a different program that has a greater connection to living wage employment opportunities

**Number of Graduates/YRQ:** 6 – 2014-2015

**FTES:** 5.0

**Number Still in Program/YRQ:** 11

**Teach out Plan:** None – all (11) currently enrolled will earn Pest Control COC (135M)

**Requested Board Action:** Approval to eliminate March 2016

**Title: Construction Industry Training (759D) – 25 credits** (Corrections site only)

**Inactivation Requested YRQ:** B563

**Rationale:** This program has not been offered in Corrections since before 2007. Should have been eliminated officially several years ago

**Number of Graduates/YRQ:** 6 – 2009-2010

**FTES:** ZERO

**Number Still in Program/YRQ:** ZERO

**Teach out Plan:** NONE

**Requested Board Action:** Approval to eliminate March 2016

**Title: Carpentry (745c) – 63 credits**

**Inactivation Requested YRQ:** B563

**Rationale:** Based on program location change, FTES for this program were directed to Building Maintenance Technology program to better meet needs of the fluid nature of this population

**Number of Graduates/YRQ:** 15

**FTES:** 3.1

**Number Still in Program/YRQ:** All students who were still in program were able to continue during B561 in order to complete certificate.

**Teach out Plan:** None – moved to Building Maintenance Technology program

**Requested Board Action:** Approval to eliminate March 2016



## Board of Trustees

Washington Community College District 23

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### Resolution No. 16-3-4

#### *APPROVAL OF PROGRAM PROPOSED FOR ELIMINATION*

WHEREAS, the Board of Trustees reserves unto itself the final approval to eliminate instructional programs, and

WHEREAS, the college is meeting educational needs of students in a timely manner by eliminating programs students are no longer participating in, and

WHEREAS, the college is keeping current with its degree and certificate program offerings

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves elimination of three instructional programs.

\_\_\_\_\_  
Mr. Quentin Powers, Chair

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

ATTEST:

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary

## Background

### *APPROVAL OF SUBSTANTIVE CHANGE: ADDITION OF BACHELOR OF APPLIED SCIENCE DEGREES*

#### **Subject**

Bachelor of Applied Science degrees

#### **Background**

The College is starting the development of the first Bachelor of Applied Science (BAS) Degree at Edmonds Community College, and is ready to move forward with the SBCTC approval process as well as the NWCCU Substantive Change process that needs to accompany this work. The expected timeline for approval of a new BAS degree is about 18 months.

After soliciting both faculty and campus input, the first degree for development has been selected. The first step was to request input from professional and technical departments to determine which departments were interested in developing a BAS. Several indicated that they were, and then made their case for why we should develop a degree in their area. Next, we evaluated the readiness of the department based on faculty engagement, student demand for the program, and employer demand for graduates. We also held three open forums to get input on the idea of moving forward with a BAS degree from the rest of the campus. While there was some concern about funding and workload, there was not a single argument presented by anyone to say that EdCC should not offer BAS degrees.

The degree that we recommend as best meeting the needs of our students and community and as the first degree to consider is a combined degree serving both Early Childhood Education (ECE) and Social and Health Services (SHS) graduates. The proposed title of the degree is Child, Youth, and Family Studies.

This selection is confirmed by constituent input including student survey, employer survey, labor market data, and the confirmation of a regional gap in educational offerings. The Statement of Need that was submitted to the State Board of Community and Technical Colleges is attached.

#### **Recommendation**

The College recommends that the Board of Trustees formally approve the addition of Bachelor of Applied Science degrees to the offerings at Edmonds Community College, starting with a degree in Child, Youth, and Family Studies.



## Board of Trustees

Washington Community College District 23

### Resolution No. 16-3-5

***APPROVAL OF SUBSTANTIVE  
CHANGE: ADDITION OF  
BACHELOR OF APPLIED  
SCIENCE DEGREES***

WHEREAS, the Board of Trustees reserves unto itself the final approval to add instructional degrees and certificates of twenty credits or more, and

WHEREAS, the college is meeting educational needs of students through the addition of baccalaureate degrees, and

WHEREAS, the college is meeting the workforce needs of the community through the addition of baccalaureate degrees, and

WHEREAS, the college is keeping current with its degree and certificate program offerings,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the addition of baccalaureate degrees to the offerings of the college, starting with a degree in Child, Youth, and Family Studies.

\_\_\_\_\_  
Mr. Quentin Powers, Chair

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

ATTEST:

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary



Background

PROFESSIONAL LEAVE REQUESTS FOR 2016-2017 ACADEMIC YEAR

Subject

Board of Trustees approval to grant faculty professional leave for the 2016-2017 academic year is requested.

Background

The negotiated agreement between the Board of Trustees of Washington Community College District 23 and the Edmonds Community College Federation of Teachers, Local 4254 AFT, AFL/CIO, specifies the process whereby the Board of Trustees may consider and grant professional leave to eligible faculty up to a maximum of four percent of the state-funded FTEF. The Federation appointed a Professional Leave Committee to review and rank eligible faculties' professional leave proposals for the Board's consideration.

The agreement states that each professional leave recipient will receive 85 percent of the employee's step placement during the period of time he or she is on professional leave.

(State supported programs)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Annualized FTEF</u>
Dr. Rachel Wade	To be determined by March 10, 2016	
Dr. Patrick Averbeck	To be determined by March 10, 2016	
Nancy Kennedy	To be determined by March 10, 2016	

Total Annualized FTEF

(Foundation funded)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Foundation Funded</u>
Cathleen Costa	One Quarter	One Quarter

Recommendation

Approval of request for professional leave at the April 14, 2016 Board of Trustees meeting.



### President's Report March 10, 2016

#### PRESIDENT JEAN HERNANDEZ EVENT HIGHLIGHTS FEBRUARY-MARCH 2016

- The College is participating with Skagit Valley College and Everett Community College in the Latino Education and Training Institute (LETI), whose director and founder is Rosario Reyes. The program, known as the Latino Leadership Institute, invites 10 of our Latino students to participate in a six month leadership program through LETI. I attended the third annual Kick-off Session where all three college's students attend and begin to learn of their heritage in Washington state and hear from such individuals as Mayor Nicola Smith, Congressman Rick Larsen, and Representatives Luis Moscoso and Lillian Ortiz Self.
- I met with Kevin McKay, Dr. Tonya Drake, Jim Mulik, and Eva Smith for half a day to begin discussing our plans for the next Strategic Plan after our April 2017 Accreditation visit. We are focusing on how we use our next Strategic Plan to integrate our numerous college plans (Master Facilities, Education, IT, etc.) and improve participation and communication at the college level. We will continue to meet on an ongoing basis.
- I joined Dr. Tia Benson Tolle and Omar Abdulla for the ACT New Trustee Orientation and then attended the Transforming Lives dinner, with our recipient, Andrew Smolen.
- I attended the Boys and Girls Club of Snohomish County's Board Retreat and then stayed for the Youth of the Year Celebration. Each Club selected one student to represent their Club. Each and every student had overcome such difficult barriers. I was so impressed with them!
- We held a ribbon cutting ceremony with Community Transit that included Mayor Nicola Smith for our new "College Station" at the intersection of 204<sup>th</sup> St. and Highway 99. It is so exciting to have a stop just blocks from the college named after us!
- I attended the United Way Board of Directors retreat. We are creating a plan for shifting our role from giving money to numerous non-profits in our county, to seeking ways to support groups committed to eliminating poverty in our county. This is an area that impacts some of our students directly, so I am glad to be part of this initiative with our United Way.
- In early February, I joined the Trustees at the Association of Community College Trustees National Legislative Summit in Washington DC. We hosted a joint dinner with Everett Community College with Representatives Suzan DelBene and Rick Larsen and enjoyed rich conversations with both congressional members. We also visited with Senators Patty Murray and

Maria Cantwell. I also am very proud of our student Trustee, Omar Abdulla, who spoke very eloquently about the needs of our students during these visits.

- Our Equity and Inclusion office is hosting meetings every three weeks for individuals at the college who have attended Undoing Institutional Racism workshops. In mid February I participated in a group activity where we are prioritizing actions the college can take to remove barriers and strengthen our commitment to equity initiatives. For example, we have added a statement to all of our job announcements that intentionally shows the college's commitment to a diverse, equitable, and inclusive culture:

*Edmonds CC is committed to diversity, equity, and social justice. The college values its talented, diverse workforce and seeks to attract, hire, and support employees who consistently and actively embrace diversity and equity. We are intentional about social justice -- the active engagement toward equity and inclusion that addresses issues of institutional, structural, and environmental inequity, power and privilege.*

- I traveled in late February to Japan with Trustee Emily Yim and faculty member, Trish Ueda, to participate in a celebration of the 30<sup>th</sup> anniversary of the Trajal Hospitality and Tourism College. Emily gave remarks thanking Trajal for sending us their students and received a certificate on behalf of the college from Trajal, and she in turn gave them a plaque from the college. Faculty member Trish Ueda was a big hit with all the students. We have posted pictures on our website to acknowledge this great partnership. I have asked Mr. Nojima, our wonderful host, to please attend our May Board of Trustees meeting to share some of the highlights of our trip.
- Jim Mulik, Dr. Charlie Crawford, Liz Murata, Kathy Murphy, and I attended the Northwest Commission on Colleges and Universities (NWCCU) 7<sup>th</sup> Year Comprehensive Evaluation workshop in preparation for our visit in April 2017. Jim Mulik and I also attended the annual NWCCU business meeting to receive updates from our Commission.