



Washington Community College District 23
Lynnwood, Washington

Agenda
Regular Meeting
June 9, 2016
Gateway Hall 352
4:30 – 8:15 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	
4:32 PM	B. Introduction of Guests	Quentin Powers	
4:37 PM	C. Recognition of Retirees	Quentin Powers	
5:00 PM	D. <i>RECESS</i>		
5:20 PM	E. Call to Order	Quentin Powers	
5:22 PM	F. Public Comments	Quentin Powers	
5:30 PM	G. Approval of May 17, 2016 Meeting Minutes	Quentin Powers	3
	H. Next meeting: Summer Study Session Dinner: August 17, 5:30 – 8:00 p.m. Study Session: August 18, 8:00 a.m. – 5:00 p.m.		
5:35 PM	I. Monitoring Report		
	1. Open Public Meetings Act Review	Arlene Anderson	
5:55 PM	J. Old Business – Action		
	1. Approval of 2016-2017 ASEdCC Student Fees (RN 16-6-1)	Kevin Wibowo	15
	2. Approval of 2016-2017 ASEdCC Budget (RN 16-6-2)	Kevin Wibowo	17
	3. Approval of International Contract Program (RN 16-6-3)	Kevin McKay	19
	4. Approval of Student Success Policy (RN 16-6-4)	Dr. Jean Hernandez	21
	5. Approval of 2016-2017 College Operating Budget (RN 16-6-5)	Kevin McKay	23

Continued

**EDMONDS COMMUNITY COLLEGE
WASHINGTON COMMUNITY COLLEGE DISTRICT 23
BOARD OF TRUSTEES – AGENDA
JUNE 9, 2016
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|---------|---|----------------------|----|
| 6:10 PM | K. New Business – Action | | |
| | 1. Consideration of Associate in Music Direct Transfer Agreement (DTA)/Major Ready Program (MRP) Degree (RN 16-6-6) | Dr. Charlie Crawford | 25 |
| | 2. Consideration of Statewide Computer Science Direct Transfer Agreement (DTA)/Major Ready Program (MRP) Degree (RN 16-6-7) | Dr. Charlie Crawford | 27 |
| 6:20 PM | L. Reports | | |
| | 1. Classified Staff Representative | Patti Pollardo | |
| | 2. Faculty Representative | Margaret West | |
| | 3. Student Representative | Lia Andrews | |
| | o Student Goals 2015-2016 | | |
| 6:50 PM | M. Foundation Report | Diana Clay | |
| 6:55 PM | N. President’s Report | Dr. Jean Hernandez | 28 |
| 7:00 PM | O. Board Discussion | Quentin Powers | |
| 7:20 PM | P. <i>RECESS</i> | | |
| 7:30 PM | Q. Executive Session | Quentin Powers | |
| 8:15 PM | R. 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

**Regular Meeting
Minutes
May 17, 2016**

DRAFT

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

Trustee Absent: Quentin Powers

Others Present: Arlene Anderson, Lia Andrews, Wayne Anthony, Christina Castorena, David Cordell, Dr. Terry Cox, Dr. Charlie Crawford, Michele Domingo, Dr. Tonya Drake, Karen Fenner, Dr. Jean Hernandez, Dan Johnson, Kevin McKay, Patty Michajla, Suzanne Moreau, Sadayoshi Nojima, Patti Pollardo, Margaret West, Kevin Wilbowo

CALL TO ORDER AND INTRODUCTION OF GUESTS

Carl Zapora, Board Vice Chair, called the meeting to order at 3:17 p.m., welcomed those present, and asked for self-introductions.

EXECUTIVE SESSION

At 3:19 p.m. the Board entered into Executive Session for the purpose of discussing a personnel matter. No action was taken. At 3:25 p.m. the Board returned to open session.

OLD BUSINESS – ACTION

Approval of Tenure – Resolution No. 16-5-1 – Dr. Charlie Crawford

Attachment A

David Cordell, Vice President of International Education, introduced Karen Fenner, faculty candidate for tenure status. The Board provided comments regarding Ms. Fenner’s portfolio.

Motion: Trustee Clay moved and Trustee Benson Tolle seconded the approval of Resolution No. 16-5-1.

Approved

RECESS

At 3:30 p.m. the Board recessed for the purpose of a reception honoring the newly tenured faculty.

CALL TO ORDER

Vice Chair, Carl Zapora, called the meeting to order at 4:30 p.m.

PUBLIC COMMENTS

No comments

Recognition of 30-Year Partnership with Trajal Hospitality College – Dr. Jean Hernandez

David Cordell, Vice President of International Education, introduced the Director of the Trajal Hospitality College program, Mr. Sadayoshi Nojima, who has served as the director for 20 years. Mr. Nojima

provided the background of this educational program that was started in Osaka and Tokyo, Japan, and of the 30-year partnership with Edmonds Community College. President Jean Hernandez, Trustee Emily Yim, and faculty member, Trish Ueda traveled to Japan in February to attend the 30-year anniversary celebration of this partnership.

APPROVAL OF MINUTES

Attachments B and C

Motion: Trustee Clay moved and Trustee Benson Tolle seconded the approval of the April 14, 2016 and April 22, 2016 meeting minutes.

Approved

Trustees Yim and Abdulla abstained.

NEXT MEETING

June 9, 4:30 p.m., Gateway Hall 352

OLD BUSINESS –ACTION

Approval of 2016-2017 Fees – Resolution No. 16-5-2 – Kevin McKay

Attachment D

Kevin McKay presented the following fees for approval: Music Lessons fee: \$52.20/session; Cisco Lab fee: \$100/class; IESL lab fee (added since the April board meeting): \$25/quarter.

Motion: Trustee Clay moved and Trustee Benson Tolle seconded the approval of Resolution No. 16-5-2.

Approved

NEW BUSINESS – ACTION

Approval of Faculty Collective Bargaining Agreement – Resolution No. 16-5-3 – Dr. Jean Hernandez

Attachment E

Dr. Jean Hernandez presented the Faculty Collective Bargaining Agreement (CBA), as revised, and asked the Board for both consideration and approval. The CBA will go into effect July 1, 2016.

Motion: Trustee Yim moved and Trustee Clay seconded the approval of Resolution No. 16-5-3.

Approved

Trustee Abdulla abstained.

A formal signing of the Collective Bargaining Agreement took place including members of both the administrative and the Federation negotiations teams, the President, and the Board Vice Chair.

NEW BUSINESS – FIRST CONSIDERATION

Consideration of Student Success Policy – Dr. Jean Hernandez

Attachment F

President Hernandez presented the Student Success Policy for first consideration. This Board policy will show the support of student persistence and student completion. The Board will be asked to approve the

policy at the June 9, 2016 Board meeting. Trustee Yim requested that an update be provided on Guided Pathways and Achieving the Dream. The Board will be updated at the August study session.

Consideration of 2016-2017 AEdCC Fees – Kevin Wibowo

Attachment G

Kevin Wibowo, CSEL Executive Officer for Budget and Finance, presented the 2016-2017 AEdCC Fees for Board consideration. Discussion included the bus pass user fee increase. The Board will be asked to approve the 2016-2017 student fees at the June 9, 2016 Board meeting.

Consideration of 2016-2017 AEdCC Budget – Kevin Wibowo

Attachment H

Kevin Wibowo presented the 2016-2017 AEdCC Budget for Board consideration. The Board will be asked to approve the 2016-2017 AEdCC Budget at the June 9, 2016 Board meeting.

Consideration of 2016-2017 College Operating Budget – Kevin McKay

Attachment I

Kevin McKay, Vice President of Finance and Operations, presented the status of the initial projections of the 2016-2017 College Operating Budget. He provided an overview of the anticipated 2016-17 revenue and expenses, as well as the impact of the Faculty Negotiated Agreement, and fund balance estimates. A balanced budget will be presented to the Board for their approval.

President Hernandez provided further explanation regarding how the College plans to deal with the budget shortfalls. Trustee Yim requested additional conversation regarding the allocation model and would like a presentation or strategy of how the College is moving forward over the next few years. President Hernandez indicated that the Board will address this at their August study session.

Consideration of 2016-2017 International Contract Program – Kevin McKay

Attachment J

Vice President McKay presented the 2016-2017 International Contract Program. This program operates within the “shared funding” model provided by the State Board and continues annually with the Edmonds Community College Foundation for these services. The Board will be asked to approve the continuation of the International Contract Program for 2016-2017 at the June 9 Board meeting.

BOARD UPDATES

Faculty Representative – Margaret West

Attachment K

Student Representative – Lia Andrews

Attachment L

Classified Representative – Patti Pollardo

Attachment M

FOUNDATION REPORT – Diana Clay

Trustee Clay reported on the following Foundation activities:

- This coming year is the College’s 50th Anniversary. To commemorate this event, the 2017 Gala will be held on April 29, 2017 at the Museum of Flight at Paine Field, which is a larger venue than Woodway Hall 202. They hope to have at least 300 people attend.
- A 5K run/walk will be held November 19 on the Edmonds CC campus.

PRESIDENT’S REPORT – Dr. Jean Hernandez

Attachment N

In addition to the attached report, President Hernandez reported on the following:

- Dr. Hernandez congratulated the faculty and staff who have been working on implementing the new Bachelor of Applied Science (BAS) degree. It could begin in Fall 2017, or possibly as early as Spring 2017.
- The recent annual Pow Wow event was successful.
- Dr. Hernandez has been holding open campus budget forums. She is explaining the State Board allocation model to staff and faculty.
- Student Trustee selection process update: Two nominations were submitted to the Governor’s Office. Efforts were made to get additional applicants but none were received. If the Governor’s Office will require a third applicant, we will need to wait until the fall to select that student. Trustee Zapora served on the selection committee. The Board provided comments about the process and asked the President to seek ways to incentivize more students to apply and participate.

BOARD DISCUSSION – Carl Zapora

- Trustee Clay
 - Praised all of the newly tenured faculty.
- Trustee Yim
 - Acknowledged President Hernandez, who addressed a group of 600 people at today’s YWCA Inspire Luncheon.
 - Reported on Congressman Rick Larsen’s visit to Edmonds CC last week for STEM Day.
 - Encouraged the Trustees to become involved by serving on one of the ACCT associate committees. The application process needs to be completed in September.
- Trustee Benson Tolle
 - Commented on how impressed she is with the faculty tenure packets, and also of the students’ involvement in civic engagement.
- Trustee Zapora
 - Commented on the ratification of the union contract and thanked everyone for all their hard work throughout this process.
 - Attended a recent college branding focus group. He requested that the Trustees be updated on this process at a future Board meeting.

ADJOURNMENT

The meeting was adjourned by Vice Chair Carl Zapora at 6:14 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

Mr. Carl Zapora, Vice Chair

ATTEST:

Date Approved

Dr. Jean Hernandez, Secretary

ATTACHMENT K
BOARD OF TRUSTEES
Monthly Meeting Report
AFT Local 4254 EdCC Faculty

May17, 2016

Greetings:

Faculty seem even more busy than usual this spring with a full slate of conferences along with advising and keeping up with their classes.

In addition, the faculty on the Executive Council discussed and approved the new contract. Following the Council's approval, the negotiating team held two all-faculty meetings to discuss and explain the contract. The faculty voted on May 5 and 9 and approved the contract 102 to 2.

Also Executive Council elections have been held for the new term of 2016 – 18. Most of the members ran to renew their respective positions. As none of the slots were contested, the Council stays substantially the same as during the current term.

Finally, the council members voted to offer stipends to part-time (now called associate) faculty to attend BCD. We always ask stipend recipients to write a paragraph with their impressions of the event, and the responses have been positive with some helpful suggestions.

Thank you.

Margaret West
President
Local 4254
Edmonds Community College Federation of Teachers

ATTACHMENT L
BOARD OF TRUSTEES
Monthly Meeting Report
STUDENT GOVERNMENT

May 17, 2016

COMPLETED

Executive Board Meetings:

- **2/24/16** – Reallocated \$640 from the Roots Conference account for the purposes of the Diversity Student Center purchasing a camera
- **3/9/16** – Allocated \$13500 for 6 students and 1 supervisor to attend the 2016 NCORE Conference and formed a committee of 5 ASEDCC members and one supervisor to determine attendee criteria, allocated \$1300 to send 5 students and 1 advisor to attend the 2016 NASPA Region V Power of One Conference, allocated \$4220 to the Civics Week Event, allocated \$300 from the Instructionally Related Grant Fund for the purposes of the Engineering Club building a quadcopter
- **4/19/16** – Allocated \$1500 to the Latin American Student Association for the Latino Cultural Awareness Event from the Clubs Budget.
- **4/26/16** – Allocated an additional \$400 for the registration fee for the Voice Academy
- **5/3/16** – Allocated \$1850 towards funding a new gate for the outside basketball court in order to restart using the court for students’ needs, as well as prevent the use from outside of Edmonds Community College., allocated \$1143 to the Jazz Band to cover for remaining expenses for the 2015-16 fiscal year

ASEdCC Marketing

- Communications Assistant has coordinated routine Toilet Talk signage updates, Facebook/Twitter updates, updating Student Government webpage, taking Officer photos for new website, and creating a FAQ video for online classes
- Student Government has completed efforts to market for the Officer and Assistant positions opening up in the 2016-17 academic year, having visited 22 classes to present about these opportunities.

3/14/16 Safe Zone Fireside Chat - As a means of addressing some of the LBGTQ+ issues we have had recently on campus, Student Government helped coordinate a fireside chat as a way to offer our campus community to talk openly about they felt. Solutions were discussed and additional campus resources were offered.

Earth Month

- **4/20/16 Earth Month Kickoff** – Student Government Officers participated in the Earth Month Kickoff event, helping promote awareness of the sustainability-spirited events and opportunities that would follow.
- **4/26/16 Earth Day: National Day of Service** – Student Government Officers participated as volunteers and team leaders at the service-learning event at Gold Park, the local ethnobotanical garden.

- **4/27/16 EdCC Community Read Event: “Early Warming” by Nancy Lord** – Student Government Officers attended the Community Read event, where the author of this year’s campus book spoke about her text.

4/14/16 LGBT Panel – AEdCC Co-sponsored this forum where students from the LGBT community were given an opportunity to introduce themselves, share their experiences at EdCC, and answer questions. The Student Government Officer for Diversity served as the facilitator.

4/25/16 - 4/26/16 Civics Week – An estimated 400 students attended the event. The purpose of Civics Week was to promote civic engagement and advocacy among the student population.

- In coordination with the Brier Grill, a “Food Election” was set up. Students had the chance to vote for their preferred food item, between the Taco and Hot Dog, to be served as a special in the Brier Grill for the remainder of the school year. The election simulated the US election process with the “passport” to receive food designed to resemble a ballot. A total of 382 votes were cast, with the taco option receiving a majority of 382.
 - The Brier Grill is now having a *Taco Tuesday* program for 4 weeks by having AEdCC sponsored every Taco being purchased (from \$5.99 to \$2.99)
- We invited the Washington Bus and League of Women Voters to hold registration drives at the event.
- The Japanese and Korean consulates were invited to host information booths on their respective country’s political systems. The Peruvian consulate was invited but could not attend, but invited several AEdCC Officers to tour the consulate in Seattle during the Peruvian elections.
- A booth providing information on the 2016 US Presidential Election candidates at the time also held its own Mini Presidential Election for students to cast their vote for their preferred candidate. All candidates in the running at the time, including third party candidates, were included. A total of 296 votes were cast, with Bernie Sanders winning the majority at 143 votes.

4/26/16 Student Panel – Several Student Government Officers spoke as part of a panel to answer questions about student life. The attendees were juniors and seniors in the ESD.

4/27 Spring Club Fair – Student Government participated in the quarterly club fair, promoting clubs and student programs on campus.

5/4/16 – 5/5/16 Tunnel of Intersections – In this AEdCC sponsored event, participants walked through several different interactive exhibits designed to express the oppression of marginalized groups that whose plights are often not visible. Officers participated as docents to lead student groups through the tunnels and as tour group members.

5/7/16 – 5/8/15 Powwow – Student Government Officers attended this year’s 31st Powwow, with some Officers volunteering and the Officer for Administration Liaison speaking on behalf of AEdCC and our contributions.

5/13/16 – 5/14/16 Voice Academy – A group of 9 EdCC student delegates participated in the Legislative Voice Academy 2016 hosted at Green River Community College. Student issues EdCC delegates advocated for, formally approved by Student Government, included K-AA, textbook affordability, and EBT availability on campus. EdCC delegates created a presentation to educate the rest of the academy about the benefits of integrating service-learning into the curriculum, receiving a positive response.

Bus Contract Goal Committee – Community Transit representatives attended a Student Government work session on 4/28 to present possible options for contract renewal. The committee calculated possible user fee increases to balance next year’s budget. The final

decision, to increase the quarterly user fee from \$15 to \$26 dollars, was proposed to and approved by Student Government.

S&A Fee Committee – Committee has completed hearings and budget deliberations, producing the final budget proposal for the 2016-2017 fiscal year. This proposal was reviewed and approved by Student Government.

Logo Redesign – The Student Government Officer for Community Relations served on the Logo Refresh Committee and presented the final decision made to Student Government. Student Government is in approval of the final choice.

IN PROGRESS

Officer and Assistant Hiring – The application process and interviews for Officers/Assistants for the 2016-2017 year have been completed, and are awaiting announcement.

ASEdCC Website – The ASEdCC Website Goal Committee met with Tonya Drake, Marisa Pierce, and Gregor Schmidt of Studio 5 Innovation to deposit a \$1000 check and sign the project contract. Studio 5 is current in contact with the committee to provide content for the website and provide technical assistants. The goal is complete the website by the end of the school year and provide an easy platform for the next Officers to input their own content.

Dining Options Goal Committee – The Dining Options Goal Committee has completed evaluative visits to Renton Technical College and Farestart. The committee has also developed a student survey to gauge the opinions of food options on campus. This survey was distributed at Spring Fest, with 130+ students filling one out contributing to the data. Healthy snacks were provided to students who filled out a survey. The responses are currently being compiled.

Wage Criteria Goal Committee – The committee has gathered all the wage data for student-staff accounts funded by the 522 account. A project plan to level out the wages for all students is in progress.

TIMC Process – The ASEdCC Officer for Technology, co-chair for the Technology Investment Management Committee, met with the TIMC committee met on 5/6/2016 to discuss proposals that would be recommended to the Executive Board.

Green Fund Committee – Two Student Government Officers are serving on the Green Fund committee, continuing deliberations on how to distribute project grants funded by the Green Fund.

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

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

May 17, 2016

- WPEA (and other unions) filed a preliminary injunction against the Freedom Foundation for their records request for our classified member's complete name, date of birth and work email. Their reason for this request is that they "want to inform the people on the list of their constitutional rights". At the hearing, Judge Murphy noted that there were at least five (5) other pending cases against the Freedom Foundation requesting public-sector union member's personal information. The Judge determined it would be most efficient for all of the Freedom Foundation cases to either be consolidated, or to have all of them assigned to the same judge. In the meantime, EdCC and the State will not be providing our Classified WPEA member's information to them. WPEA is encouraging all members to call Jami Lund at the Freedom Foundation and ask him how they plan to keep our information secure, and to let him know we do not want to be contacted by them.
- On May 11th, we started our first Higher Ed contract negotiation session. We gave our proposals to the management team and explained all of the changes and why we are proposing them. Our team is represented by a member from Olympic College, Skagit Valley College, Edmonds CC, Clark College, Grays Harbor College, Bellevue College, Cascadia College, and Big Bend CC. Lane Hatfield, WPEA Contract Administrator, is our lead negotiator. Management's team consists of HR folks from some of these colleges, including our Suzanne Moreau. And I'm sure you all know that Shea Gomez has been appointed as Management's lead negotiator.

Our next session will be June 1st. At that time the management team will give us their counter proposals. There are two sessions scheduled for July and four sessions for August. Having been on all but one negotiating team, I have to say our first session went well. Our goal is to be finished by the end of August so we can get all the changes explained to all our WPEA members and have the contract ratified in time to get it to the Governor's office by October 1, 2016.

- I believe we are just about ready to reach completion of an on-going employee issue. There may be one on the horizon, but the employees have not come to me yet. WPEA and I are very appreciative of our working relationship with Suzanne Moreau and President Hernandez. Not all of our employee issues are easy ones, but we do work together to come to the best solution.

Respectfully submitted by: Patti Pollardo, WPEA Chief Shop Steward, Edmonds Community College Bargaining Unit

President's Report May 17, 2016

**ATTACHMENT N
PRESIDENT JEAN HERNANDEZ
EVENT HIGHLIGHTS APRIL-MAY 2016**

- April Showers bring Spring Triton Jumpstart! I was very pleased to see about 150 students attend our new student orientation this quarter. Of course, this was a great success because of all the faculty, staff, students, and Bookstore employees who helped make this a very special half-day event for our new students. I also enjoyed getting to meet a number of the students and support their success by serving them pizza.
- I met with about 80 faculty members, as a guest of the Faculty Senate, to discuss the role of participatory governance on our campus. I also shared my hope for the Faculty Senate to become the voice of our faculty on matters of pedagogy, student success culture, and curriculum development. We also held our first quarterly meeting with the Faculty Senate Council (the leadership group for the Faculty Senate) and President's Cabinet.
- The Queer Coalition invited me to attend one of their planning meetings for our GLBTQIA Open Forum. I also attend a portion of the forum—our panelists did an outstanding job sharing their own personal stories and providing rich data of how important it is for our Queer community to be celebrated, included, and respected. The Queer Coalition also will offer Safe Zone training on our campus on an ongoing basis.
- Former Board of Trustee, Dick Van Hollebeke, asked me to moderate a Lifelong Learning panel for his CAFÉ event that was a huge success. Our presentation included speakers from Creative Retirement Institute, Washington State University, and University of Washington. We had a great turnout of about 60 participants.
- We held our first Latino Family Open House and packed Woodway Hall 202! We estimated about 200 family members participated, and the program was offered in both English and Spanish. Accolades to Betty Kotalas, one of our Pre-College adjunct faculty who provided great leadership and outreach in the Latino community. At least 3 employees presented their materials in Spanish and did not need a translator...I was very impressed with the support and excitement in the room. The most questions centered about financial services for undocumented students and Running Start.
- We held our 31st Pow Wow in May and had a great turn out. The Drummers and Dancers allowed us all to appreciate and celebrate Native American culture. As part of the festivities, we have administrators and students welcome our guests and emphasize Edmonds Community College's commitment to diversity, equity, and inclusion. I also want to thank our Pow Wow Committee for their hard work in advance of and during the Pow Wow; they are the ones doing the heavy lifting!



Background

***FISCAL YEAR 2016 - 2017
SERVICES & ACTIVITIES FEE
STUDENT CENTER M & O FEE
ASSESSMENT FEE
TECHNOLOGY FEE
SUSTAINABILITY FEE
ATHLETIC FIELD FEE
BUS PASS USER FEE***

Subject

Proposed AEdCC Services and Activities and Self-Assessed local fees for Fiscal Year (FY) 2016-17.

Background

The AEdCC budget development process is outlined in the AEdCC Financial Code and RCW 28B.15.045. The AEdCC Executive Board is responsible for determining fee levels within the guidelines that the State Legislature and the State Board of Community and Technical Colleges have set. The following fees are submitted for consideration:

The Associated Students recommend to the Board of Trustees fee levels for the following seven fees. The Services and Activities Fee and six local voluntary self-assessed fees. The Services and Activities Fee maximum is set by the State Board for Community and Technical Colleges and the six local voluntary self-assessed fees are set by the Associated Students Executive Board. The State Legislature has given authority to each college to determine local fees. All fees are unchanged for 2016-17, with the exception of the Bus Pass User Fee.

Current AEdCC Fees

Services and Activities (S&A) Fee

The Services and Activities Fee is included as part of tuition a student pays.

S&A Fee 2015-2016	\$10.58/credit (credits 1-10)	\$6.15/credit (credits 11-18)
S&A Fee 2016-2017	\$10.58/credit (credits 1-10)	\$6.15/credit (credits 11-18)

Student Center Maintenance and Operation (M&O) Fee

The Associated Students took action to assess themselves a Student Center M&O Fee. The fee was instituted in 2005-06 to support a dedicated fund for the M&O of the student center. Currently, the State does not automatically fund M&O of buildings constructed with Certificates of Participation (COP). This fee ensures a dedicated revenue source toward the operation of the student center.

Student Center M&O Fee 2015-2016	\$.37/credit
Student Center M&O Fee 2016-2017	\$.37/credit

Assessment Fee

The Associated Students took action to assess themselves a fee to fund Brier Triton Student Center and subsidize the bus pass program with Community Transit.

Assessment Fee 2015-2016	\$5.50/credit
Assessment Fee 2016-2017	\$5.50/credit

Technology Fee

The Associated Students took action to assess themselves a Technology Fee. It is used to fund staff positions to support the operation of the open computer labs and fund technology related projects through the Technology Investment Management Committee (TIMC).

Technology Fee 2015-2016	\$2.40/credit
Technology Fee 2016-2017	\$2.40/credit

Sustainability Fee

The Associated Students took action to assess themselves a Sustainability Fee. This fee began in fall quarter 2011 to provide dedicated funding to enhance sustainability on campus. The fee provides funding for the Campus Green Fund; funds student positions known as “Green Team,” and purchase supplies to educate the campus community about sustainability practices.

Sustainability Fee 2015-2016	\$.50/credit
Sustainability Fee 2016-2017	\$.50/credit

Athletic Field Fee

The Associated Students took action to assess themselves an Athletic Field Fee. This fee began in summer quarter 2010 to support the construction of Triton Field. This fee is designed to be temporary in that it supports the capital construction loan repayment and will end once the project is paid for.

Athletic Field Fee 2015-2016	\$1.50/credit
Athletic Field Fee 2016-2017	\$1.50/credit

Bus Pass User Fee

The Associated Students took action to assess students who want a bus pass a quarterly fee. This user fee began in summer quarter 2010 to help subsidize the bus contract with Community Transit. Contract costs require that all students who use this service pay a small fee to receive free local bus service. Based on an increase in the Community Transit Service Contract, we are recommending an \$11.00 /quarter increase for students receiving the bus pass.

Bus Pass User Fee 2015-2016	\$15.00/quarter
Bus Pass User Fee 2016-2017	\$26.00/quarter

Recommendation

The Board of Trustees approve the proposed FY 2016-17 ASEdCC Services and Activities Fee, Student Center M&O Fee, Assessment Fee, Technology Fee, Sustainability Fee, Athletic Field Fee, Bus Pass User Fee as submitted at the June 9th, 2016 Board of Trustees meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-1

ASEdCC SERVICES & ACTIVITIES and SELF-ASSESSED FEE RATES FY 2016-17

WHEREAS, the State Board for Community and Technical Colleges set the tuition and fee rates for Fiscal Year (FY) 2016-17, and

WHEREAS, the Board of Trustees of Community College District 23, possesses the authority to set the Services and Activities Fee (S&A Fee) portion of the tuition and fee rate for FY 2016-17, and

WHEREAS, the ASEdCC Executive Board has approved the following fees for FY 2016-17:

- S&A Fee for credits 1-10 \$10.58 per credit
and for credits 11-18 \$6.15 per credit
- Technology Fee \$2.40 per credit
- Assessment Fee \$5.50 per credit
- Student Center Maintenance and Operation Fee \$0.37 per credit
- Athletic Field Fee \$1.50 per credit
- Bus Pass User Fee \$26.00 per quarter
- Sustainability Fee \$0.50 per credit

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Edmonds Community College approves the proposed FY 2016-17 S & A Fee, Technology Fee, Assessment Fee, Student Center Maintenance and Operation Fee, Athletic Field Fee, Bus Pass User Fee and Sustainability Fee.

Mr. Quentin Powers, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary

Background

FISCAL YEAR 2016-17 ASEDCC BUDGET

Subject

Proposed ASEdCC Services and Activities Fee Budget for (FY) 2016-17.

Background

The ASEdCC budget development process is outlined in the ASEdCC Financial Code and RCW 28B.15.045. The ASEdCC Services and Activities (S & A) Fee Budget Committee has balanced the proposed budget following the process, timeline and guidelines contained in the ASEdCC Financial Code.

The following budget is submitted for consideration:

2016-17 Projected Revenue = **\$1,415,939**

The 2016-2017 S & A Fee Budget was reduced by \$232,958 because of reduced revenues as projected by the Business Office.

The S & A Fee Budget Committee requested Account Directors to reduce their proposed budget by 17% with the exception of the following budgets:

- Childcare increased by 1%
- Learning Support Center no decrease
- Athletic Scholarships no decrease
- Athletic Travel/Per Diem no decrease
- Student Math League Exam decreased by 2%
- Athletic Administration decreased by 14%
- Advising Resource Center decreased by 18%
- Digital Signage decreased by 18%
- International Student Services Programmer decreased by 18%
- Athletic Post-Season Travel decreased by 50%
- Instructionally Related Project Grants decreased by 70%

Recommendation

The Board of Trustees approve the proposed FY 2016-17 Services and Activities Fee budget at the June 9th, 2016 Board of Trustees meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-2

**2016-17 ASEdCC SERVICES
AND ACTIVITIES FEE BUDGET**

WHEREAS, the ASEdCC Services and Activities Fee Budget Committee has developed the proposed ASEdCC Services and Activities Fee Fiscal Year (FY) 2016-17 Budget, and

WHEREAS, the ASEdCC Executive Board has approved the budget based on the projected Services and Activities Fee revenue for FY 2016-17 as estimated by the Business Office, and as stipulated in the ASEdCC Financial Code, and

WHEREAS, the College administration has reviewed and approved the FY 2016-17 ASEdCC Services and Activities Fee Budget,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Edmonds Community College approves the FY 2016-17 ASEdCC Services and Activities Fee Budget.

Mr. Quentin Powers, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary

Background

2016-2017 INTERNATIONAL CONTRACT PROGRAM

Subject

Consideration of the 2016-2017 International Contract Program

Background

In September 2007, SBCTC gave the Colleges guidelines on how to continue or terminate the international contract program. This resulted from requests made by several colleges intending to convert their international contract enrollments to state supported enrollments. The basis for these guidelines is provided by RCW 28B.50.140 (17) and WAC 131-32-020(1) that delineates a “shared funding” concept for colleges who opted to continue with the international contract program. Other existing provisions of State Board policy (Sections 4.70.30 and 5.90.50) for International Contract programs remain unchanged. Thus, Colleges who continue its International Contract program were required to:

1. Contract with third party that has been approved by the State Board staff and as to form by the college’s AAG and include the following.
 - a. Substantive action on the part of the contractor
 - b. Estimated number of students to be served and the fees to be charged
 - c. Budget demonstrating revenues from the program will cover the full cost of instruction including both direct and indirect costs
2. District board had to adopt a resolution stipulating that the International Contract program would be supporting additional courses that would otherwise not be offered within current state funding levels.
3. By July 1, 2008, each college seeking to continue an International Contract program had to submit to SBCTC a copy of the proposed contract district board resolution as described in 2 above.

These steps were taken by the board in 2008.

By July 1 of each year beginning in 2009, each college seeking to continue its International Contract program must submit to SBCTC at minimum, documents updating enrollment estimates, revenue projections and program budget estimates as well as a currently approved district board resolution as described in 2 above.

The College has chosen to continue its International Contract program within the “shared funding” model provided by SBCTC; and will continue with its existing contract with the Edmonds Community College Foundation for these services. A draft of the enrollment and budget estimates are available upon request.

Recommendation

The staff of Edmonds Community College recommends that the Board of Trustees adopt the resolution approving the 2016-2017 International Contract program at the June 2016 meeting of the Board of Trustees.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-3

**2016-17 INTERNATIONAL
CONTRACT PROGRAM**

WHEREAS, in September of 2007 the SBCTC gave colleges a set of guidelines to follow in order to either continue or to terminate its International Contract program. The basis for these guidelines is provided in RCW 28B.50.140 (17) and WAC 131-32-020 (1) which delineates a “shared funding” concept, and

WHEREAS, those colleges wishing to continue its International Contract Program are required to follow guidelines listed in the International Contracts Program background presented to the BOT on May, 2016, and

WHEREAS, by July 1st each year beginning in 2009, colleges seeking to continue its International Contract Program must submit to SBCTC updated enrollment estimates, revenue projections and program budget estimates, as well as, the currently approved District Board Resolution, and

WHEREAS, Edmonds CC has chosen to continue its International Contract program within the “sharing funding” model provided by the SBCTC and will continue its existing contract with the EdCC Foundation for these services , and

NOW, THEREFORE BE IT RESOLVED that Edmonds Community College requests that the Board of Trustees approve the 2016-2017 International Contract program for District 23, Edmonds Community College.

Mr. Quentin Powers, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary



Background

CONSIDERATION OF STUDENT SUCCESS POLICY

Subject

Consideration of Student Success Policy

Background

Edmonds Community College received a College Spark Washington grant in 2011 that gave the college the designation of an Achieving the Dream College. For four years the College conducted a review of its policies, structures, services, and processes with a focus on how to improve student success and completion at the College. Many changes were made during this time to improve the new student advising and orientation process. In addition, faculty became a strong partner with student services staff to welcome students to our College through the Triton Jumpstart Orientation program.

Faculty also participated in professional development opportunities that address how to engage students in the classroom and how to encourage them outside of the classroom. The New Teacher Academy was born. The College also analyzed progression rates of students and selected 40 areas to create the High Enrollment, Low Completion (HELIC) classes. Faculty in these disciplines worked together to see how they could remove barriers for students. Many of those classes have since been removed from the HELIC list, and students are experiencing greater persistence rates.

As a result of these changes that were based on data-informed decision-making, the College has seen stronger progression results and increased graduation rates for our students. This Student Success Policy reinforces the College's commitment from the top (Board of Trustees) that Edmonds Community College is focused on student success.

Recommendation

The College administration requests approval by the Board of Trustees of the Student Success Policy at the June 9, 2016 meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-4

STUDENT SUCCESS POLICY

Whereas, Edmonds Community College received a College Spark Washington grant in 2011 that gave the College the designation of an Achieving the Dream College, and

Whereas, for four years the College conducted a review of its policies, structures, services, and processes with a focus on how to improve student success and completion at the College, resulting in many changes made during this time to improve the new student advising and orientation process, and

Whereas, faculty became a strong partner with Student Services staff to welcome students to our College through the Triton Jumpstart Orientation program. Faculty also participated in professional development opportunities that address how to engage students in the classroom and how to encourage them outside of the classroom, and

Whereas, the College also analyzed progression rates of students and selected 40 areas to create the High Enrollment, Low Completion (HELC) classes. Faculty in these disciplines worked together to see how they could remove barriers for students. Many of those classes have since been removed from the HELC list, and students are experiencing greater persistence rates, and

Whereas, as a result of these changes that were based on data-informed decision-making, the College has seen stronger progression results and increased graduation rates for our students, and

Whereas, the Student Success Policy reinforces the College’s commitment from the top (Board of Trustees) that Edmonds Community College is focused on student success;

NOW, THEREFORE BE IT RESOLVED, that the College administration requests that Edmonds Community College Board of Trustees approves the Student Success Policy.

Mr. Quentin Powers, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary



Background

2016-17 COLLEGE OPERATING BUDGET

Subject

First consideration of the 2016-17 College Operating Budget.

Background

The current legislative session has now concluded and legislative allocations and provisos have been made public. However, the statewide system of community and technical colleges is in the process of implementing sweeping changes to the method and formulas for distribution of the allocated funding to each of the 34 colleges in our system. Until the State Board for Community and Technical Colleges formally votes, currently scheduled to take place in June, on the various pieces of the new allocation model, State Board staff cannot produce and distribute final allocation numbers.

The College has been working with the numbers and modeling tools provided to date by the State Board, though the numbers continue to change with every minor tweak and adjustment to the model (sometimes daily) as State Board staff continue to fine tune the new allocation system.

The new allocation model is an attempt to rebase the value of FTEs across the system and to “fix” decades of one-off adjustments to the allocation formula that were made for various historical special situations and fluctuations throughout the system. Because of the way FTEs have been funded over time, larger and newer colleges like Edmonds suffer the largest reductions under the new model. Over the last several weeks the model has shown a total impact (allocation reduction) to Edmonds CC ranging from \$2.1m to \$1.4m. This lack of certainty makes it difficult to do anything other than use a conservative take on the most-likely numbers with which to assemble the initial budget presented to the Board of Trustees.

Enrollment has continued to decline again this past year, though that decline has now slowed considerably. The College is estimated to achieve 90% of our allocation target enrollment this year. This does not have an immediate effect on our state allocation, but is a trend that could result in a reduced allocation should we remain below target for several years running. Fortunately, strong enrollment in International programs and in Grants and Contract revenue, combined with conservative budgeting of projected revenue, have compensated for reduced tuition and excess enrollment revenue to date. The College has, however, now incorporated as much revenue as is reliably available into meeting the current operating budget. Further adjustments will now require addressing expenditures, to the extent necessary, to bring the budget into balance.

The initial budget presented today reflects these elements. Upon completion of the State Board for Community & Technical Colleges system allocation process, the College will adjust our final 2016-17 budget proposal as necessary for presentation, review, and approval at the June Board of Trustees meeting or as soon thereafter as possible should the state allocation not be released in time for the scheduled June Board meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-5

**2016-2017 COLLEGE
OPERATING BUDGET**

WHEREAS, the current legislative session has now concluded and allocations have been approved and distributed by the State Board for the Community and Technical Colleges, and

WHEREAS, a new allocation model for the community and technical college system has been implemented this year to rebase the value and distribution of FTEs across the system, and

WHEREAS, based on the way that FTEs have been funded in the past, larger and newer (relative to other colleges in our system) colleges, like Edmonds CC suffer the largest reductions under the new model, and

WHEREAS, enrollment continues to decline, although the decline has slowed considerably (the College estimates that it will achieve slightly more than 90% of its enrollment target this year), and

WHEREAS, strong enrollment in our International Program, revenue generated from Grants and Contracts, and conservative budgeting of projected revenue in prior years have compensated for reduced tuition and excess enrollment to date, and

WHEREAS, the College has incorporated as much revenue as possible to meet the current operating budget while also reducing expenditures where possible to bring the budget into balance, and

WHEREAS, the College will adjust the 2016-17 operating budget upon completion of the SBCTC system allocation process, and

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approves the 2016-2017 operating budget for Edmonds Community College, as presented, and directs the College staff to make adjustments as necessary to maintain a balanced budget.

Mr. Quentin Powers, Chair

ATTEST:

Date Approved

Dr. Jean Hernandez, Secretary

Background

APPROVAL OF NEW CURRICULA

Subject

Board of Trustees consideration of the Associate in Music Direct Transfer Agreement Major Related Program degree.

Background

The Associate in Music Direct Transfer Agreement Major Related Program (DTA/MRP) degree is an agreement between public baccalaureate institutions offering a music program and Washington State community and technical colleges.

The Associate in Music DTA/MRP degree consists of a minimum of 104 credits. This pathway is applicable to students planning to prepare for upper division bachelor's degree majors in music and is designed for students wishing to transfer.

The Associate in Music DTA/MRP degree is designed to transfer to most Bachelor of Arts degrees at four-year colleges and universities in Washington State.

DTA degrees provide students:

- Priority consideration in the admissions for most humanities and social science majors to public universities ahead of students without a degree.
- Completion of lower division general education requirements.
- Credit for all courses completed within the DTA up to and in some cases beyond 90 credits.
- Opportunity to explore several fields of study through the category of up to 30 credits of elective courses.
- Opportunity to complete prerequisites for a future major.

Recommendation

Board of Trustees approval of the Associate in Music Direct Transfer Agreement Major Related Program degree at the June 2016 meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-6

APPROVAL OF NEW CURRICULA

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

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Associate in Music Direct Transfer Agreement Major Related Program degree,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Associate in Music Direct Transfer Agreement Major Related Program degree.

ATTEST:

Dr. Jean Hernandez, Secretary

Mr. Quentin Powers, Chair

Date Approved



Background

APPROVAL OF NEW CURRICULA

Subject

Board of Trustees consideration of the Statewide Computer Science Direct Transfer Agreement Major Related Program (DTA/MRP) degree.

Background

The Statewide Computer Science DTA/MRP degree is an agreement between selected public and private baccalaureate institutions offering a computer science program and Washington State community and technical colleges.

The Statewide Computer Science DTA/MRP degree consists of a minimum of 90 credits. This pathway is applicable to students planning to prepare for upper division bachelor's degree majors in computer science and is designed for students wishing to transfer.

The Statewide Computer Science DTA/MRP degree is designed to transfer to most Bachelor of Science degrees at four-year colleges and universities in Washington State.

DTA degrees provide students:

- Priority consideration in the admissions for most humanities and social science majors to public universities ahead of students without a degree.
- Completion of lower division general education requirements.
- Credit for all courses completed within the DTA up to and in some cases beyond 90 credits.
- Opportunity to explore several fields of study through the category of up to 30 credits of elective courses.
- Opportunity to complete prerequisites for a future major.

Recommendation

Board of Trustees approval of the Statewide Computer Science Direct Transfer Agreement Major Related Program degree at the June 2016 meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 16-6-7

APPROVAL OF NEW CURRICULA

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

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Statewide Computer Science Direct Transfer Agreement Major Related Program degree.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Statewide Computer Science Direct Transfer Agreement Major Related Program degree.

ATTEST:

Dr. Jean Hernandez, Secretary

Mr. Quentin Powers, Chair

Date Approved

President's Report June 9, 2016

PRESIDENT JEAN HERNANDEZ EVENT HIGHLIGHTS MAY - JUNE 2016

I represented the College at the following events that took place since the last board meeting, May 17, 2016:

- Leadership Snohomish County Graduation – I am proud to say that we had two employees Dr. Terry Cox with Workforce Development and Training and David Voogd from Information Technology complete the Leadership Snohomish year long training program, and Elijah Hall from Campus Safety and Security participate in the emerging leaders program. We were very proud to have all 3 employees recognized for their completion of this very important countywide leadership opportunity.
- LLI Graduation – Six of our Latino/a students complete the Latino Leadership Institute that is hosted by the Latino Education and Training Institute. This is our fourth year to participate. We have seen about a third of the students who participate each year go on to become active in leadership opportunities at the college by serving on student government, leadership roles in student clubs, and/or working for the Center for Student Engagement & Leadership or the Student Diversity Center. Our student get to meet Latino/a leaders at the county and state level and also have to complete a volunteer project at a local high school or middle school to encourage other Latino/a students to consider attending college. I'm proud to say our students for the last 4 years have done their volunteer project at College Place Middle School on the west side of our Lynnwood Golf Course. Several of these students and past students also volunteered their time as ambassadors at our first Latino Family Night in May.
- WSU Everett Graduation – I attended the first inaugural commencement of Washington State University North Puget Sound Everett because two years ago it was WSU who partnered with our engineering program and gave our students their first opportunity to complete their bachelor's in Electrical and Mechanical Engineering through a seamless articulation process. The engineering program at WSU NPS Everett is about 50% Edmonds Community College students. We are very proud of this achievement for our students.
- Title IX Conference – Edmonds Community College hosted the Northwest Title IX conference on our campus. Approximately twenty-five EdCC employees attended. Over 100 participants joined us from K-20 organizations and government agencies from our region. Title IX is under the jurisdiction of the Department of Justice and the Office of Civil Rights. Very valuable information was shared at this conference.

- Memorial Day Celebration – The Black Box Theatre was at full capacity for our third annual Memorial Day Celebration. The theme was honoring our World War II veterans. I was personally touched when I was presented with a United State Flag and my Father’s WWII medals encased in a wooden box. In addition, they gave me a binder that described my Father’s role in the WWII campaign. The planning committee honored me with these great gifts that my family I will always treasure. I especially want to thank the many individuals who made this happen: Mr. Steve Pennington, Dr. Bill Keppler, Mr. Chris Szarek, Rep. Rick Larsen, Mr. Mike Schanche, Ms. Gloria Elliott, Ms. Teresa Linn, Ms. Jean Pennington, and the many students of our Veterans Resource Center. To the many veterans who also attended our ceremony, I wish to express my gratitude for their continued support of our College and our Veterans Resource Center. We are truly blessed to belong to this great community.
- WPEA/Board Dinner at Anthony’s – A new tradition was started this May when our Board of Trustees and Washington Public Employees Association (our classified staff union) met for dinner. It was a great opportunity to get to know each other and share our common values about supporting our classified employees and keeping communications open and transparent. Patti Pollardo, Kent Stanford, Lane Hatfield, and Patrick Neville joined Trustees Zapora, Clay, Yim, and Benson Tolle, along with me, for a very productive dinner.
- Showcase of Success, Washington Alliance for Better Schools (WABS), with Emily Yim – Trustee Zapora and I attended Trustee Yim’s annual Showcase of Success that highlighted the many wonderful ways our K-20 system and industry are partnering. Several hundred individuals were in attendance, and we had the opportunity to walk about the room and hear from a number of teachers how they are making learning much more relevant for their students. The three videos also were very moving as we heard personal stories of success. Another high point was recognizing the Natural Leaders program that WABS has continued to promote.
- STEM Magical Mash-Up – Another packed house at our Black Box Theatre for the Magical Mash-Up!! Faculty members Heather Walsh and Pat Burnett had their chemistry and engineering students complete their Capstone Class Project by presenting a STEM related presentation to the audience in the Theatre. It was a wild and crazy night as small children learned about STEM and responded to questions from the faculty and students, got to come up and touch some of the “product” that those chemical reactions generated, AND got to take home some t-shirts. It was wonderful to see a number of our EdCC faculty and staff with their family and friends in the audience.