

Washington Community College District 23

**AGENDA**

**Regular Meeting**  
**September 14, 2017**  
**Gateway Hall 352**  
**4:30 – 9:15 p.m.**

*TEACHING / LEARNING / COMMUNITY*

4:30 PM	A. Call to Order	Diana Clay	
4:32 PM	B. Introduction of Guests	Diana Clay	
4:37 PM	C. Public Comments	Diana Clay	
4:45 PM	D. Approval of Meeting Minutes	Diana Clay	
	1. June 15, 2017		1
	2. June 30, 2017		2
	3. July 19, 2017		3
	4. August 16 & 17, 2017		4
	E. Next meeting: October 12, 2017		
	4:30 p.m., Business Meeting		
	6:30 p.m., Joint Meeting with Edmonds School Board		
4:50 PM	F. Reports		
	1. Faculty Representative	Margaret West	
	2. Classified Staff Representative	Frederick Pieters	
	3. Student Representative	Mustapha Samateh	
5:00 PM	G. New Business – First Consideration		
	1. Consideration of 2018 Board Meeting Schedule	Diana Clay	5
	2. Consideration of Associate in Computer Science Direct Transfer Agreement/Major Related Program	Dr. Charlie Crawford	6
	3. Consideration of New Board Policy	Dr. Jean Hernandez	7
5:12 PM	H. Board Policy Revision – Informational		
	1. BOT 2.01pr – Board Job Description: Procedure	Dr. Jean Hernandez	8
5:15 PM	I. Board Training		
	1. Cultural Proficiency in the Hiring Process	Dr. Yvonne Terrell Powell & Dr. Ernest Johnson	9
6:30 PM	Break		

**EDMONDS COMMUNITY COLLEGE  
BOARD OF TRUSTEES – AGENDA  
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6:40 PM	Board Training ~ continued	Dr. Yvonne Terrell Powell & Dr. Ernest Johnson	
7:45 PM	J. Presidential Search Update	Dennis Curran	10
8:45 PM	Break		
8:50 PM	K. Foundation Report	Diana Clay	11
8:55 PM	L. President's Report	Dr. Jean Hernandez	12
9:00 PM	M. Board Discussion	Diana Clay	
9:15 PM	N. Adjournment	Diana Clay	

*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.*

**MINUTES****Special Meeting  
June 15, 2017*****DRAFT*****Trustees Present:** Lia Andrews, Diana Clay, and Carl Zapora**Trustees via Telephone:** Dr. Tia Benson Tolle, Quentin Powers and Emily Yim**Others Present:** Thomas Fairchild, Dr. Jean Hernandez and Patty Michajla**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Carl Zapora, Board Chair, called the meeting to order at 8:34 a.m., welcomed those present, and asked for self-introductions.

**APPROVAL OF MINUTES**

**Motion:** Trustee Clay moved and Trustee Andrews seconded the approval of the June 8, 2017 meeting minutes.

Discussion: Trustee Andrews noted a revision to be made to the student report “Attachment B” as the word “install” was misspelled. The correction will be made to that report.

*Approved*

Trustees Yim and Zapora abstained.

**BOARD DISCUSSION**

The Board held a discussion regarding the timing of when the Board Chair will assume that role for the coming year – either July 1 or October 1. As decided at the June 8, 2017 Board meeting, the new Chair would begin that role on July 1 in order to be in place for the August study session. That study session would be visionary by setting the agenda for the coming academic year, rather than wrapping up the past year. Following discussion, the Board agreed to keep the new Chair as beginning on July 1 as that is the same time as when the new academic year and new budget cycle both begin. Both the outgoing and incoming Chairs will meet with the President to create the August agenda.

Trustee Andrews requested that the student trustees receive additional onboarding information as they assume their role. She suggested more orientation and opportunities to meet with the outgoing student trustee to provide more insight as to the position’s role and responsibilities. Trustee Zapora suggested that this could be a discussion item at the August study session. The Board was reminded that in past years a former trustee served as a mentor to the student trustee. It was suggested that the Board Vice Chair serve as a mentor to the student trustee.

**PUBLIC COMMENTS**

Thomas Fairchild, Triton Review Editor-in-Chief, commented about his concern that the recent student government officer elections did not follow the Open Public Meetings Act.

**ADJOURNMENT**

Motion: Trustee Clay moved and Trustee Powers seconded the adjournment of the meeting. The meeting was adjourned by Chair Carl Zapora at 8:55 a.m.

\_\_\_\_\_  
Mr. Carl Zapora, Chair

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

ATTEST:

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

**MINUTES****Special Meeting  
June 30, 2017*****DRAFT*****Trustees Present:** Lia Andrews, Diana Clay, and Carl Zapora**Trustees via Telephone:** Emily Yim**Others Present:** Christina Castorena, Dr. Jean Hernandez, Kevin McKay, and Nettie Rothstein (minutes)**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Carl Zapora, Board Chair, called the meeting to order at 11:33 a.m., welcomed those present, and asked for introductions.

**PUBLIC COMMENTS**

No public comments.

**OLD BUSINESS – Action****Approval of 2017-2018 Operating Budget (Resolution No. 17-6-A) – Kevin McKay**

Vice President for Finance and Operations, Kevin McKay, presented the Operating Budget for 2017-18. There is still no final budget from the legislature, so there are no additional numbers to work with. The House budget is being used as a starting point because the Senate budget is still not completed and also using the Finance Office's best estimates. The College is able to fully fund its COP debt reserve. The College plans to keep operating by using tuition and other revenue sources, so the institution is well positioned to get through this year. Kevin McKay recommended approval of the 2017-18 Operating Budget.

**Motion:** Trustee Clay moved and Trustee Andrews seconded the approval of Resolution No. 17-6-A.

*Approved*

**BOARD DISCUSSION**

- Trustee Zapora asked Kevin McKay if he had any concerns as far as having a budget for this year. He said that he had no concerns. However, he is concerned with long-term structural needs and for situations coming in subsequent years, like the Clery Act, for example. This year we are set for the uncertainty.
- President Hernandez informed the Board that the College received \$1.08 million for 2017-2018 and \$1.5 million for 2018-2019 to provide the WATR Center with funding for composite training. The capital budget will be finalized in about two weeks.

**NEW BUSINESS – First Consideration**

**Consideration of Use of College Facilities for First Amendment Activities Policy – Kevin McKay and Christina Castorena**

The need for this policy was discussed during a study session held at the June 8th Board meeting. There have been no changes to the policy since then. It has been vetted by the College’s AAG and the State’s AAG, and it has been customized to fit EdCC. It will mean a change in the WAC code. The first step to change the WAC is bringing it to the Board for first consideration (today’s meeting); the second step will be holding a public hearing. The goal will be to have it approved and in place by winter quarter 2018. Christina and Kevin will let the Trustees know if there are any further changes after the public meeting sessions.

**BOARD DISCUSSION**

- Trustee Yim asked about the status of the Request for Proposals (RFP) for the search firm to conduct the Presidential search. Trustee Zapora responded that they received 11-12 applications on the RFP. He and several staff reviewed and scored them. They recommended that four move forward. A meeting is set for July 19th to review them in detail and to make a decision on that date. Open Forums also were held earlier this quarter with employees, and Dennis Curran will present a summary of the comments received at the July 19th Special Board meeting.
- Trustee Zapora commented on how impressed he is with the way that Dennis Curran, the Human Resources team, Dr. Yvonne Terrell-Powell, and Christina Castorena have been handling the RFP project. They had well over 300 pages of material to go through, and it was very well done. He is confident with Human Resources’ handling of this project.
- Student Trustee Andrews talked about providing continuity for future student trustees. Often there is a short turnaround for training for the new student trustee, so she is preparing a legacy document for the new trustee to introduce them to the position. She, herself, will be here on campus, so she can provide some help for the new person. She is recommending that whenever a student trustee’s tenure ends, they should create this type of document and send to the President’s Office. The Board was receptive to the idea.
- Trustee Zapora, President Hernandez and Trustee Clay will be meeting with the new Student Trustee, Naol Debele, on July 27th.
- Trustee Andrews’ term ends tonight, June 30th. The Board offered their thanks to her. She has been a great trustee and wonderful to work with. Trustee Andrews offered her sincere thanks to the Board, President Hernandez, and everyone with whom she has worked. She said it has been a fantastic experience and that she hopes to pay it forward.

**ADJOURNMENT**

The meeting was adjourned by Chair Carl Zapora at 11:59 a.m.

ATTEST:

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Mr. Carl Zapora, Chair

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

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

**MINUTES****Special Meeting  
July 19, 2017*****DRAFT*****Trustees Present:** Dr. Tia Benson Tolle, Diana Clay, Naol Debele, Quentin Powers, and Carl Zapora**Others Present:** Nadescha Bunje, Dennis Curran, Dr. Jean Hernandez, Kevin McKay, Patty Michajla, Dr. Yvonne Terrell-Powell, DeAnn Wells, Anne Penney**Search Companies:**

Academic Search – Kate Nolde

Myers McRae – Emily Myers, Dr. Jim Dawson, Linda Deal

Diversified Search – Dr. Charles Taylor and Erin Dorsey Robinson

AGB Search – Shannon McCambridge and Laird Desmond

**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Diana Clay, Board Chair, called the special meeting to order at 8:20 a.m., welcomed those present, and asked for introductions.

Dennis Curran, Associate Vice President of Human Resources, reported that the Board will receive presentations from four search firms and that their role will be to score them based on the criteria, ranking them in order from one to four. The four consulting firms presenting today were previously selected out of 11 consultants who submitted bids through the College's RFP process led by DeAnn Wells. Following today's presentations, the Board's scoring outcome will be announced in this public meeting followed by Board approval of the selected search firm.

**ACADEMIC SEARCH PRESENTATION – Dennis Curran**

[Interactive video presentation] Kate Nolde, Senior consultant for *Academic Search*, provided a presentation about their firm and how they will lead the presidential search process. Discussion and questions followed.

**MYERS MCRAE PRESENTATION – Dennis Curran**

[Interactive video presentation] Emily Myers, Dr. Jim Dawson and Linda Deal of *Myers McRae Executive Search and Consulting* provided a presentation about their search firm outlining their qualifications for leading the search. Discussion and questions followed.

**DIVERSIFIED SEARCH – Dennis Curran**

Dr. Charles Taylor and Erin Dorsey Robinson of *Diversified Search* engaged in discussion with the Board about their credentials and how their firm will lead the presidential search process. Discussion and questions followed.

**AGB SEARCH – Dennis Curran**

Shannon McCambridge and Laird Desmond of *AGB Search* held a discussion with the Board regarding their qualifications and how their search firm will lead the presidential search process. Discussion and questions followed.

**BREAK**

At 12:30 p.m. the final presentation concluded and the Board entered into a break.

At 12:42 p.m. the Board reconvened.

**BOARD DELIBERATIONS – Diana Clay**

Dennis Curran presented the Board’s scores of the four search firms. The final scoring outcome included:

1. AGB Search
2. Diversified Search
3. Academic Search
4. Myers McRae Executive Search and Consulting

President Jean Hernandez requested that the selected search firm be included in the diversity training for the Presidential Search Committee.

**Motion:** Trustee Powers moved and Trustee Benson Tolle seconded the motion to approve AGB Search as the consulting firm to lead the presidential search.

Student Trustee Debele abstained.

***Approved***

The screening committee and HR staff members were commended by the Board on their efforts with this process. Mr. Curran distributed a search timeline to the Trustees that will be updated with new information and brought to the August 16-17 Board study session.

**ADJOURNMENT**

The meeting was adjourned by Chair Diana Clay at 12:54 p.m.

\_\_\_\_\_  
Ms. Diana Clay, Chair

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

ATTEST:

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



**MINUTES****STUDY SESSION  
August 16 & 17, 2017*****DRAFT***

**Trustees Present:** Dr. Tia Benson Tolle, Diana Clay, Naol Debele, Quentin Powers, Emily Yim, and Carl Zapora

**Others Present:** Arlene Anderson (via telephone), Lia Andrews, Christina Castorena, Pat Copeland, David Cordell, Dr. Terry Cox, Dennis Curran, Dr. Tonya Drake, Dr. Jean Hernandez, Shannon McCambridge, Kevin McKay, Patty Michajla, Yvonne Terrell-Powell, and Jasmine Torres-Germack

**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Diana Clay, Board Chair, called the meeting to order at 1:30 p.m., welcomed those present, and asked for self-introductions.

**Philosophy of Governance – Diana Clay**

The Board discussed Board Procedure BOT 4.01pr – Philosophy of Governance. At a meeting earlier in the year when approving this procedure, it was suggested that a more in-depth conversation take place during the August study session on ways to improve the Board's onboarding processes.

**Motion:** Trustee Benson Tolle moved to add an evaluation of an onboarding process into the Board's annual self-assessment. Trustee Powers seconded the motion.

**Approved****Board Self Evaluation – Diana Clay**

The Board discussed their self-evaluation. Outcomes requiring follow-up:

- Increased community engagement, outreach, including incorporating more community leader involvement in meetings. Twice per year include a CEO roundtable to discuss trends, issues, challenges, partnerships.
- More visibility with Foundation involvement.
- It would assist the new President to have the Board develop their top priorities.
- A Google document will be created for the Board to review the instrument and provide their feedback.
- Trustees Benson Tolle and Zapora will conduct an assessment of potential community partners. A Google document will be created to compile the list with follow up discussion.
- Any requests by the Board for staff assistance should continue to go first through the Board Chair and President as protocol.
- It was recommended that the Board reinstate the mentor process for orientation of new trustees. It was suggested to designate the incoming Vice Chair to serve as the student trustee mentor and to also serve on the student trustee selection committee each spring. Trustee Zapora also suggested that the whole Board include an onboarding refresher during their annual August study session.

### **Annual Goals/Priorities for Board**

The previous year's goals/priorities/outcomes sheet was provided as an example to follow for establishing the upcoming Board's 2017-2018 goals. The Board discussed their Upcoming Events list which will be expanded by the President's Office for the Board to review and decide which optional events they want to attend.

The Board discussed the draft goals list. They will need to discuss benchmarks for their goals. Trustee Benson Tolle recommended that another column be added for any additional goals. Trustee Yim requested that the Board's goals be aligned to the President's goals. Trustee Zapora noted that the top goal for 2017-18 is to hire a new president.

### **BREAK**

At 2:57 p.m. the Board recessed for a break.

At 3:15 p.m. the Board returned to open session.

### **Edmonds CC Tenure Process – Arlene Anderson**

AAG Arlene Anderson (participating via telephone) led the Board in a conversation about options and strategies pertaining to the faculty tenure structure. She reported that the President or Executive Vice President for Instruction can provide recommendations during an Executive Session prior to a vote in open session. She suggested that this should be reflected in the Board Policies.

Ms. Anderson added that there has to be a formal recommendation from the Appointment Review Committee to grant an extension of the probationary period, and the probationer has to accept the improvement plan before the Board can extend the probation for one, two, or three quarters. The statute is clear on the procedures that must be followed to have a probationer extended into a fourth year.

Several Trustees mentioned that the tenure process has worked well in past years. This year there was an anomaly with one candidate.

It was decided that a minor revision will be made to the Board Procedure 2.01pr – Board Job Description, that addresses the option of meeting in Executive Session prior to the approval of tenure. The additional sentence will read: "The Board may meet in Executive Session to make inquiries of, including but not limited to, administrators, Appointment Review Committee, and/or probationer." The revised procedure will be brought to the September Board meeting as an informational item.

### **ADJOURNMENT**

The meeting was adjourned by Chair Diana Clay at 4:03 p.m.

### **AUGUST 17, 2017**

### **CALL TO ORDER AND INTRODUCTION OF GUESTS**

Diana Clay, Board Chair, called the meeting to order at 8:30 a.m., welcomed those present, and asked for self-introductions.

Chair Diana Clay presented the 2016-2017 outgoing Chair, Carl Zapora, with an inscribed artpiece as an appreciation by the Board for his year of service as Board Chair.

## **EXECUTIVE SESSION**

At 8:33 a.m. the Board entered into Executive Session for the purpose of discussing the President's performance appraisal.

## **BREAK**

At 10:35 a.m. the Board recessed for a break.

At 10:45 a.m. the Board returned to open session.

## **NEW BUSINESS – ACTION**

### **Cost of Living (COLA) Increase for President (RN 17-8-1) – Diana Clay**

The Board has recommended a Cost of Living (COLA) increase for President Hernandez.

**Motion:** Trustee Zapora moved and Trustee Benson Tolle seconded the approval of Resolution No. 17-8-1.

Student Trustee Debele abstained.

## **Approved**

### **Evaluation Instrument for President – Diana Clay**

The Board discussed the creation of a revised presidential evaluation instrument. Trustee Yim would like to align the strategic plan or core themes in the instrument. Trustee Zapora would like to add a section on the goals for the institution and for the president, and how they were achieved/measured. He would also like to include goals related to professional development goals.

Trustee Yim offered to work on revising the instrument and will follow up with the President's Office for assistance.

## **BOARD DISCUSSION**

### **NWCCU Update – Dr. Jean Hernandez**

President Hernandez presented the letter received from the Northwest Commission on Colleges and Universities regarding the recent accreditation visit to the College.

### **Timelines: Mission Fulfillment; Indicators of Achievement; Strategic Plan – Dr. Jean Hernandez**

The timelines for the College's Mission Fulfillment, Indicators of Achievement, and Strategic Plan will need to be adjusted, depending on when the new president begins. The new strategic plan would probably begin in Fall of 2018.

### **Capital Update: Golf Course; Buildings; Elks Lodge; FareStart – Kevin McKay**

Kevin McKay, Vice President for Finance and Operations, provided updates on the Lynnwood Golf Course, the SET Building, and Elks Lodge.

Trustee Zapora spoke about "FareStart" which is a non-profit culinary program that could provide some partnership and entrepreneurial opportunities for the Edmonds CC campus. He requested more research on this possibility of a potential restaurant and venue for a meeting space involving our culinary department. It was suggested that further brainstorming take place about this concept.

## **LUNCH**

At 11:40 a.m. the Board recessed for lunch.

At 12:04 p.m. the Board returned to open session.

### **Presidential Search Update – Dennis Curran**

Dennis Curran, AVP of Human Resources, reported on the current status of the Presidential Search process. A special Board of Trustees meeting has been scheduled for Monday, October 2, 9:00-10:30 a.m., in Gateway Hall 352, at which time the Board will meet to discuss and decide upon the Search Committee members. They will announce the Search Committee names at that time.

Shannon McCambridge, AGB Search Consultant, led a discussion regarding the responsibilities of the Search Committee, summary of qualifications, the Board's priorities of a new president, the proposed schedule and timeline, and the size of the committee.

**Motion:** Trustee Zapora moved to add Trustee Yim to the Presidential Search Committee. Trustee Powers seconded the motion.

Trustee Debele abstained.

### **Approved**

**Motion:** Trustee Debele moved to exclude students on the Search Committee. Trustee Zapora seconded the motion.

Trustee Debele stated that students are too busy to serve on the committee and that there will be opportunities to have student input at meetings. Trustee Yim stated that she wants to provide the opportunity to have a student at the table, serving as a committee member.

### **Motion failed**

Final discussion about committee members resulted in the following suggestion of 13 members including:

Faculty – 3 (including workforce area)  
Classified – 2  
Exempt – 1  
Students – 1  
President's Cabinet – 1  
Board of Trustees – 2  
Community – 3 (including Foundation)

The Board reviewed a statewide presidential salary comparison chart prepared by Dennis Curran.

## **BREAK**

At 2:00 pm. the Board entered into a break.

At 2:16 p.m. the Board returned to open session.

## **BOARD DISCUSSION**

### **Senior Staffing List – Dr. Jean Hernandez**

A list of the senior administrative staff (Vice Presidents, Associate Vice Presidents, and Deans) was shared with the Board. President Hernandez reported that the Management Group meets every quarter to discuss various topics. The Board requested a list of the names and titles of the President’s Cabinet and Management Group members.

### **June Retiree Reception – Dr. Jean Hernandez**

Since not all departments hold recognition celebrations for their individual retirees, in recent years the Board has held a retirement reception for those faculty and staff retirees who wish to attend the June meeting to be recognized. However, due to the low retiree turnout, it was recommended by President Hernandez to discontinue holding those retirement receptions by the Board. The Board agreed with that recommendation, but in the future will reassess on whether to hold this event.

### **Board Stipend – Dr. Jean Hernandez**

The Board discussed reinstating receiving a stipend for meeting attendance. President Hernandez will work with staff and the AAG on drafting a Board policy to address stipends for meeting attendance.

### **Board Officer Rotation – Diana Clay**

The Board reviewed the annual officer rotation chart.

### **2017-2018 Meeting Matrix & Upcoming Events – Diana Clay**

The Board reviewed the 2017-2018 meeting matrix and upcoming events list.

- The date for the April meeting will be April 19 instead of April 12.
- Commencement will be held on June 8.
- The Board discussed the list of upcoming possibilities for community conversations on the upcoming year’s agendas.

### **ACT and ACCT Conference Attendance – Diana Clay**

The Board reviewed the list of upcoming conferences for the Association of College Trustees (statewide meetings) and the Association of Community College Trustees (national meetings). It was suggested that at the May ACT Spring Conference, the Board could have a mini-retreat with the new president.

## **ADJOURNMENT**

The meeting was adjourned by Chair Diana Clay at 3:00 p.m.

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Ms. Diana Clay, Chair

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Date Approved

ATTEST:

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Dr. Jean Hernandez, Secretary

**BACKGROUND****2018 SCHEDULE OF BOARD  
OF TRUSTEES MEETINGS****Subject**

To establish and approve the 2018 schedule of Edmonds Community College Board of Trustees meetings.

**Background**

In compliance with *RCW 42.30.075*, it is necessary that the Edmonds Community College Board of Trustees adopt a meeting schedule to be kept on file in the Office of the Code Reviser in Olympia.

Regularly scheduled meetings are held on the second Thursday of the month or as established on the 2018 schedule of Board of Trustees meetings. Each meeting date will be confirmed at the previous month's Board meeting. If a date or time other than what is listed on the 2018 meeting schedule is chosen, then the Board will hold a *special* rather than a *regular* meeting. Any change to the schedule will be communicated to the media and the Washington State Code Reviser's Office.

In accordance with *Board Policy 1.0, Section 2, Meetings*, the Board of Trustees will hold a minimum of six regular meetings and four study sessions during the calendar year. All meetings are scheduled to begin at 4:30 p.m. The ending times will vary. The May 10 meeting will begin at 3:30 pm with the Tenure Reception. The August 16 study session is scheduled from 8:00 a.m. – 5:00 p.m.

**Recommendation**

The Trustees are asked to review the 2018 schedule of Board of Trustees meeting dates, along with any other personal commitments they have throughout the year. Any conflicts will be presented and discussed at the November 14, 2017, Board of Trustees meeting when approval will be requested.

**February 8, 2018**

**March 8, 2018**

**April 19, 2018**

**May 10, 2018 (3:30 pm)**

**June 14, 2018**

**August 16, 2018 (8:00 am – 5:00 pm)**

**September 13, 2018**

**October 11, 2018**

**November 8, 2018**

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

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

**Background**

The Associate in 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 Associate in Computer Science DTA/MRP degree consists of a minimum of 93 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 Associate in 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**

Approval of the Associate in Computer Science Direct Transfer Agreement Major Related Program degree at the October 2017 meeting.

**BACKGROUND****BOARD POLICY – STIPENDS****Subject**

Consideration of a new Board Policy addressing the payment of stipends for meeting attendance.

**Background**

Washington State law requires Colleges to identify the Board of Trustees' classification, how Board members will be compensated for meetings, and how Board members will be reimbursed for travel.

State Law divides boards, commissions, and councils into five classes for the purposes of compensation. As described in the State Administrative & Accounting Manual (SAAM) section 10.70.30, the Board of Trustees is classified as "other."

*"other" – Any part-time board, commission, council, or committee not covered by RCW 43.03.230, 43.03.240, 43.03.250, or 43.03.265, but established by either the executive, legislative or judicial branch to participate in state government. These members have rulemaking authority, perform quasi-judicial functions, have responsibility for the administration or policy direction of a state agency or program, or perform regulatory or licensing functions with respect to a specific profession, occupation, business, or industry.*

The Edmonds Community College Board of Trustees previously received a stipend for attending one regular or special monthly Board meeting. In 2013, the State Board for Community and Technical Colleges indicated that the stipend should not be paid to Trustees. Then in 2014 the Attorney General's Office reversed that decision, allowing individual college districts to determine whether or not to pay board stipends. Therefore, the Edmonds CC Board at that time declined a monthly stipend for meeting attendance, but has continued to maintain travel reimbursements for attending out of town conferences and meetings. The current Board has requested that the monthly meeting attendance stipend be reinstated. College administration is recommending either payment of a current flat rate stipend for attending up to two (2) regular or special board meetings per month, or the current per diem rate for Snohomish County for attending one (1) or two (2) regular or special board meetings per month.

**Recommendation**

Approval of the Board of Trustees' new policy (to be numbered) for stipends to be paid for meeting attendance. Resolution to be approved at the October 12, 2017 Board of Trustees meeting.



## **BOARD OF TRUSTEES**

### **Monthly Meeting Report**

#### **FOUNDATION**

**September 14, 2017**

- The Foundation is focusing on three major things right now. First, celebrating valued partners, sharing stories of lives transformed, and engaging the community to support student success.
- The Foundation held the fourth annual President's Club Reception at Mike and Wendy Popke's home in Woodway on Tuesday, August 15<sup>th</sup> with more than 100 donors and sponsors in attendance. Wendy Popke welcomed everyone, Naol Debele shared his story about being a Foundation scholarship recipient, and Jean Hernandez provided a College update.
- The Foundation has launched a new quarterly e-newsletter as well as updated the Foundation website content, and is in undergoing a marketing and branding analysis project with the help of volunteer and expert, Whitney Cornell.
- Launching mid-September is the Leadership Giving Campaign with a goal to raise \$30,000 through support from our Board of Directors, Board of Trustees, major donors, and community members. To further engage our campus partners, the Foundation is hosting the 1<sup>st</sup> annual Edmonds CC Philanthropy Partnership Lunch on October 2nd to inform, connect, and inspire.
- The 2<sup>nd</sup> Annual 5K Walk and Run is slated for Saturday, October 28<sup>th</sup>. Last year we raised \$43,000 with 400 paid participants and this year's goals are to raise \$50,000 and have 500 participants. Vivacity is our returning Title sponsor, Community Transit and the Herald are our returning Gold sponsors, Carter Subaru is our returning Silver sponsor along with Servpro, Cheesemonger Table, and Lynnwood Honda as additional sponsors to-date. We have six teams recruited so far with goal of having 30 teams in addition to our sponsor teams.
- A special thanks to Doug Fair for being the Foundation board chair for the last 2 years and a thank you to Nick Echelbarger, who is the Foundation's new board chair. Maria Montalvo is our new vice-chair, Libby Lewis is our new secretary and Dean Nichols is our new Treasurer.

**Submitted by: Diana Clay, Foundation Board Liaison**

**PRESIDENT'S REPORT****PRESIDENT JEAN HERNANDEZ  
EVENT HIGHLIGHTS JULY – AUGUST 2017**

- July 4 – In was an “Edmonds Kind of Day” when I got to serve as the Edmonds Parade Grand Marshal. It was an amazing experience to have so many individuals hollering your name and whistling as our car drove by them in the parade. I strongly recommend you say “YES” if you are ever asked to be a Grand Marshal.
- July 15 – Participated in the Creative Retirement Institute’s Summer Social. Approximately 60+ members attended. CRI is a great voluntary organization that is affiliated with our College, and their membership continues to grow. They will be celebrating their 25<sup>th</sup> anniversary in a few years.
- July 17 – Futurist Rebecca Ryan did a skype presentation with the Management Group; approximately 60 directors, deans, and vice presidents participated with me in the professional development opportunity. She talked about our current environment experiencing a number of disruptors and that we would continue to see the escalation of disruptors for the next quarter or so. She also suggested we spend more time thinking about what the future of higher education and the impact to Edmonds CC and our communities.
- July 22-24 – A number of students and employees participated in the 2017 Tribal Canoe Journey. I was invited to meet to their landing at Fidalgo Bay, Anacortes where the Samish Indian Nation lives. Drs. Charlie Crawford and Terry Cox and I were all recognized and honored by the Samish Nation for our commitment to Native American heritage and support of the Tribal Canoe Journey.
- July 27 – The Edmonds Community College Foundation held its annual d’Elaine Johnson Art Reception and invited a number of faculty and staff from the College. In addition, Karen Hanan, CEO of the Washington State Arts Commission attended and received a personal tour of d’Elaine’s art gallery. Minh Carrico and Audi Asef (faculty) are working with Karen to bring her to campus to lecture in Audi’s art class.
- August 12 – Participated in both the Woodway Town Fest with the help of a CRI volunteer and the Cascadia Art Museum gala and auction. Also in attendance at the Cascadia Art Museum gala were Trustee Carl Zapora, Dr. Tonya Drake, and Mary Heffernan Tester.
- August 15 – Five Star President’s meeting with WSU President, Dr. Kirk Schulz and WSU Chancellor North Puget Sound, Dr. Paul Pitre. President Schulz is very committed to working with our CTC system and our colleges to provide strong pathways for our students. We also discussed educational opportunities at the WSU – Everett campus. In addition, participated in the

ribbon cutting ceremony for WSU North Puget Sound Everett's new building. I was joined by Student Trustee Naol Debele.

- August 17 – Student Trustee Naol Debele, Dr. Terry Cox, Anne Penny, and I attended the Economic Alliance of Snohomish County's annual summer networking reception.
- August 24 – Received the Community Partnership for Transition Solutions (CPTS) Exceptional Leadership Award (Education and Advocacy Leader and Innovator) in support of prison to college programs. I also had the honor of introducing Dr. Ana Mari Cauce, President of the University of Washington at my noon Rotary Club of Lynnwood. Naol Debele, Wayne Anthony, Christina Castorena, and Drs. Yvonne Terrell-Powell, Terry Cox, Tonya Drake and I were in attendance.