



BOARD OF TRUSTEES

Regular Meeting

Thursday, May 12, 2022 | 3:30pm – 6:30pm

Remote Meeting via Zoom

Zoom Link: <https://us02web.zoom.us/j/82529620039>

Dial-in: (253) 215-8782 | Meeting ID: 825 2962 0039

AGENDA

- | | | |
|--------|--|---|
| 3:30pm | 1. Call to Order | Chair Wally Webster |
| 3:32pm | 2. Introduction of Guests | Chair Wally Webster |
| 3:35pm | 3. Approval of Meeting Minutes
April 14, 2022 – Regular Meeting | Chair Wally Webster |
| 3:37pm | 4. Next Meeting
Thursday, June 9, 2022 3:30pm – Regular Meeting | Chair Wally Webster |
| 3:40pm | 5. Transforming Lives
Student Guests | Dr. Amit Singh |
| 3:55pm | 6. Informational & Monitoring Reports
a. Faculty Senate Council DEI Committee Update (10)
b. Q3 Operating Budget Update (10)
c. Audit Update (5) | David Breed, FSC Representatives
Dr. Singh, James Mulik
James Mulik |
| 4:20pm | 7. New Business: First Consideration
a. Consideration of FY23 College Operating Budget
b. Consideration of Associated Students Budget
c. Consideration of Associated Students Fees | Dr. Amit Singh, Jim Mulik
Shinhae Hwang
Shinhae Hwang |
| 4:40pm | 8. Representative Reports
a. Student Representative (5)
b. Classified Staff Representative (5)
c. Faculty Representative (5) | Puneet Birk
Liz Mueth
Scott Haddock |
| 4:55pm | 9. President’s Report | Dr. Amit Singh |
| 5:05pm | 10. Break | |
| 5:15pm | 11. Foundation Report page 16 | Tom Bull |

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|--------|---|---------------------------------|
| 5:20pm | 12. Public Comment
To make a public comment, please submit it in writing to publiccomment@edcc.edu no later than Wednesday, May 11, 2022, at 5pm. Written comments should be no more than 300 words in length, include your name and affiliation with the college, and will be read into the record, time permitting. | Chair Wally Webster |
| 5:30pm | 13. Board Discussion
a. Trustee Updates
b. DEI Committee
c. Other | Chair Wally Webster |
| 5:45pm | 14. Study Session: Services for Students with Disabilities | Christina Castorena, Craig Kerr |
| 6:15pm | 15. Executive Session | Chair Wally Webster |
| 6:30pm | 16. Adjournment | Chair Wally Webster |

Next Meeting: Thursday, June 9, 2022 – Regular Meeting

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 may be taken, if necessary, as a result of items discussed in the Executive Session.

Information for individuals with hearing or visual impairments can be provided when adequate notice is given to the Office of the President: Kristen.nyquist@edmonds.edu



BOARD OF TRUSTEES

Regular Meeting: April 14, 2022

Held via Zoom video conference due to COVID-19

Draft Minutes

Trustees Present: Wally Webster, Chair; Dave Earling; Carl Zapora

Trustees Excused: Adrienne Wagner, Vice Chair; Dr. Tia Benson Tolle

Others Present:

Dr. Amit Singh, President

Sara King, Assistant Attorney General

Scott Haddock, Faculty Union Representative

Puneet Birk, Associated Students of Edmonds College Representative

Elizabeth Mueth, Classified Staff Union Representative

Danielle Carnes, Vice President for Innovation and Strategic Partnerships

Christina Castorena, Vice President for Student Engagement and College Initiatives

Kim Chapman, Interim Vice President for Instruction

Dr. Tina Hart, Interim Vice President for Enrollment and Student Services

Kristen NyQuist, Director of Planning and Operations

Jim Mulik, Vice President for Finance, Grants, and Institutional Effectiveness

Eva Smith, Chief Information Officer

Dr. Yvonne Terrell-Powell, Vice President for Equity, Inclusion and Belonging

Various members of the campus community and public.

CALL TO ORDER

Chair Webster called the meeting to order at 3:30pm, and welcomed those present.

INTRODUCTIONS

Chair Webster led introductions of the trustees; Dr. Singh led introductions of the leadership team.

PUBLIC COMMENTS

Chair Webster noted that one public comment had been received; Ms. NyQuist read it into the record [Attachment 1].

APPROVAL OF MEETING MINUTES

Chair Webster asked for a motion to approve the minutes from the March 10, 2022 meeting, which was made by Trustee Zapora and seconded by Trustee Earling. The minutes were unanimously approved as presented.

Approved

NEXT MEETING

The next regular meeting of the Board of Trustees is scheduled for May 12, 2022 at 3:30pm.

INFORMATIONAL & MONITORING REPORTS**Faculty Senate Update**

Dr. Singh introduced David Breed, President of the Faculty Senate. Mr. Breed and fellow faculty member Kathy Murphy, gave an update on the Faculty Senate's recent and ongoing work.

The Senate has two standing committees: Equity and Inclusion and Associate Faculty. Kristin Hughes and Bridget Sutherland co-chair the Associate Faculty Committee, which focuses on communications and outreach to associate faculty, answering questions and promoting knowledge of campus practices and policies, and connecting them to campus resources.

Mr. Breed reported that the Senate Council had been invited to select faculty participants for the Budget Advisory Committee. A faculty survey had identified this as an area of need for faculty, and he thanked Dr. Singh for listening to faculty and offering opportunities to engage in participatory governance.

Ms. Murphy reported that the Senate has been used as a forum for discussion and feedback to inform the Title III grant, which centers on online instruction.

Mr. Breed shared that the Senate sponsored open discussions, conducted surveys, and regularly consulted with college leadership to help shape the safe return to campus policies.

Chair Webster thanked Mr. Breed and Ms. Murphy, noting his appreciation for the spirit of cooperation present in their report.

Student Guest

Dr. Singh asked Dr. Carey Schroyer to introduce the student guest speaker for the meeting. Dr. Schroyer, Dean of the STEM division, introduced student Zambak Colak, a civil engineering major who is actively engaged in the STEM department as a MESA peer tutor and student lab leader. Ms. Colak has recently been hired as the interim MESA program coordinator as well.

Ms. Colak shared how MESA and the STEM division has had a significant positive impact on her life. She's in her third year now, aiming to graduate with a AS-T degree. Over the course of her time at Edmonds, she has faced many challenges and hardships including homelessness. Hailing from New York, Ms. Colak said she feels at home at Edmonds College because of so many caring people who have supported and encouraged her through those hard times. She accepted the interim MESA program coordinator position so that she could give back to others the help and support she has received.

The trustees thanked Ms. Colak for her remarks and expressed admiration for her perseverance, noting how inspirational her story is for everyone around her, including those she is seeking to help in the STEM division.

OLD BUSINESS: SECOND CONSIDERATION AND FINAL ACTION**Approval of New Certificate: Dental Assisting**

Karen Townsend, Dean of Health and Human Services, reported that since the first consideration of the Dental Assisting Certificate in February, the program had been approved by the State Board for Community and Technical Colleges. She briefly outlined the career path for a dental assistant, and noted that the courses are articulated with the Allied Health AAS-T degree as well as the integrated health management BAS degree. The average wage for a dental assistant is \$44-45K in Snohomish and Skagit counties. The next step in the approval process is to send the program to the Northwest Commission on Colleges and Universities.

Chair Webster asked for a motion to approve Resolution #22-4-1, which was made by Trustee Zapora, seconded by Trustee Earling, and unanimously approved

Approved

Approval of Course Fee Changes

Ms. Chapman outlined the proposed course fee changes, explaining that the large increase for the engineering 202 class is due to a new way of providing equipment. With the increase, the students will get to keep the circuit board they purchase and use for the class, enabling them to use it in other courses as well. This will also help solve the issue of the college reusing the circuit boards that are quickly obsolete.

Chair Webster asked if there was financial support available for these fees or alternative payment arrangements that could be made. Dr. Schroyer said that the STEM division would try to find ways to help students in financial need, and would work to communicate options to students.

Chair Webster asked for a motion to approve Resolution #22-4-2, which was made by Trustee Zapora, seconded by Trustee Earling, and unanimously approved.

Approved

Approval of Continuing Tenure, Probationary Status

Ms. Chapman presented faculty members who are candidates for moving along the continuing tenure probationary status track, and have been recommended by their appointment review committees: Catharine Robinweiler and Taylor Smith for second year appointments; Dr. Lori Hays and Allison Obourn for third year appointments.

Chair Webster asked for a motion to approve Resolution #22-4-3, which was made by Trustee Earling, seconded by Trustee Zapora, and unanimously approved.

Approved

Approval of Continuing Permanent Status, Probationary Status

Ms. Chapman presented one faculty member who is a candidate for moving along the continuing permanent probationary status track, and has been recommended by her appointment review committee: Melissa McKay moving to a third year appointment.

Chair Webster asked for a motion to approve Resolution #22-4-4, which was made by Trustee Earling, seconded by Trustee Zapora, and unanimously approved.

Approved

Approval of Professional Leave

Dr. Singh noted that the professional leave selection process is faculty-led whereby a committee of faculty members review and approve projects and recommend those candidates for leave to the President. Ms. Chapman noted that this year five faculty have been awarded one quarter of leave each, and said that the summaries of their leave projects could be shared with the trustees.

Chair Webster asked for a motion to approve Resolution #22-4-5, which was made by Trustee Earling, seconded by Trustee Zapora, and unanimously approved.

Approved

REPRESENTATIVE REPORTS

Puneet Birk, ASEC Representative, expressed her delight at the outcome of the INSPIRE benefit, which the student government supported financially and with student speakers. She reported that 80 copies of the

application for the student trustee position had been handed out at the resource fair, and two applications had been received. The executive members of the ASEC participated in an equity survey, which will also be sent to the student body.

Liz Mueth, WPEA Representative, reported that it is nice to see more people on campus. Many faculty and staff have been glad to return, but some are struggling with being on campus 4 days a week. The WPEA encourages the college to remain flexible with employees during this time. She closed her report by stating that many employees are feeling overworked.

Scott Haddock, AFT Representative, expressed pleasure that the Washington Legislature passed a budget that includes COLA for faculty as well as classified and exempt staff. He addressed safety concerns with recent catalytic converter thefts in the parking lot, noting that they happened in the daytime and that he had a meeting scheduled with the Director of Safety, Security and Emergency Preparedness to discuss.

Mr. Haddock reported that the AFT had received and distributed KN95 masks across campus, and that it was estimated about half of students continue to wear masks. He raised a concern that faculty who are teaching on campus are required to hold in-person office hours, noting that some may need accommodations to be safe. He said that anyone who is not sure what their rights are in these types of situations should email him privately at aftedmonds@gmail.com.

Mr. Haddock then spoke about the government's public service loan forgiveness program, which has been around for a long time, but has not always been awarded to those who qualified. He said that Washington had just passed a law which will provide information to public service employees about the loan forgiveness program, and that he will be holding training sessions for folks on campus.

FOUNDATION REPORT

Tom Bull, Executive Director of the Foundation, thanked everyone who attended and/or participated virtually in the INSPIRE benefit event. 300 people attended the event, which raised over \$359K total, including \$34K in the live auction, \$16K in the dessert dash, and \$13K in the online auction. It was incredible to see our community come together to raise funds and awareness for our students, including the Associated Students of Edmonds College, who provided a \$10K matching gift.

Mr. Bull reported that the scholarship application period has closed and 80 volunteers are now reading 500 applications.

Chair Webster thanked Mr. Bull and gave kudos to the Foundation gala team, especially Elaine Hall. There was discussion on the live auction package of a dinner for eight from Convention Center chef and Edmonds College culinary students, put together by Trustee Zapora, that was sold for \$9,600. Trustee Zapora expressed his happiness that this auction item has not only brought in funds for the Foundation, but made a connection between the Convention Center and the college.

BREAK

At 4:38pm, Chair Webster adjourned the meeting to a break for 12 minutes. At 4:50pm, Chair Webster reconvened the meeting in open session.

PRESIDENT'S REPORT

Dr. Singh pointed out his written report in the meeting materials, and added his thanks to the trustees for their support of the INSPIRE benefit event. He also commended the Foundation staff, Mr. Bull and Lisa Carroll for their work. He thanked trustees for their help connecting him with corporate and nonprofit leaders in the community, noting that he is in the process of setting up introductory meetings.

Dr. Singh shared with the Board that the following day he would be attending the Washington Campus Compact (WACC) awards event, which recognizes student leadership in civic and social issues. Dr. Singh had selected two Edmonds College students for the WACC Presidential Award, which are solicited from each community college and university in the state, and who will be recognized at the event. Further, one of our student awardees, Ahmad Hilal Abid, was also selected as one of just three winners at the state level, for the Governor's Award, presented by Governor Jay Inslee. Mr. Abid came to the United States from Afghanistan at age 18, and is helping Afghan refugees get settled in our community by providing classes for children and adults - a very inspiring endeavor. Dr. Singh said that he would invite the student winners to speak at the next Board meeting.

Dr. Singh also reported that as a follow up to the meetings he'd had in the fall with state legislators in the six districts, he would be hosting them for individual meetings on campus to give them tours of facilities and programs that are of particular interest.

Dr. Singh closed his report by noting that he had welcomed an incoming class of international students hailing from 17 countries, and that it is good to be back in person on campus again.

BOARD DISCUSSION

Trustee Earling commented that he was impressed by the gala and appreciated all the hard work that went into putting it together.

Trustee Zapora thanked the students who supported the gala and for the work the ASEC students were doing to recruit student trustee applicants. Last month he presented an idea of a monument to minority leadership on the Centralia College campus, and stated that he and other trustees would be taking a trip to see that monument on May 18, prior to the ACT Conference at Tacoma Community College. He said that he would coordinate the logistics with the president's office.

Chair Webster thanked Trustee Zapora for leading that effort and also thanked Dr. Singh for inviting students to speak at the meeting, since the purpose of the Board and the college is to serve students. He expressed his gratitude for the collaborative feeling of the meetings recently and noted that while we don't all have to agree, we must focus on students. He thanked everyone for the importance that they place on students.

STUDY SESSION - Learning Support Center

Dr. Singh introduced Allison Cohen, Dean of the Pre-College Division, and she introduced Jeremiah Roland, Director of the Learning Support Center. Ms. Cohen said that the work the Learning Support Center does is transformative.

Mr. Roland had some technical difficulties with his remote connection, and Ms. Cohen filled in during the times when his connection failed.

The Learning Support Center offers three main services: drop-in tutoring, eTutoring, and the Grammar Corner. The primary service is drop-in tutoring, with tutors on standby to help, and takes place online when we are not holding classes in person. eTutoring is provided by a consortium of colleges and funded by the state Board. All common college subjects are covered, with Math help available almost 20 hours a day, and writing help available by asynchronous submission. The Grammar Corner features just-in-time grammar help to support students in non-writing classes. Tutors consist of current and former students. Students using the LSC comprise the full age range and diversity of our student body across all disciplines.

Mr. Roland shared some statistics about usage and impact as follows:

- 1,100 to 1,200 students use LSC each quarter
- 6,000 total visits each quarter
- 150-200 visits on a typical day
- 45% of students use LSC for math support
- 37% of students use LSC for writing support
- 20% of users are International Students
- 15% are in Professional/Technical programs

Writing Center Impact

Fall 2017 English 101 Students (Filtered to those w/ Accuplacer scores and placement into ENGL 101)					
Writing Center Users 1 or 2 Visits Sample Size: 16		Writing Center Users 3 or more visits Sample Size: 9		Comparison Group Non-Writing Center Users Sample: 184	
Average Writing Accuplacer Score	Average Course Grade	Average Writing Accuplacer Score	Average Course Grade	Average Writing Accuplacer Score	Average Course Grade
80	2.98	83	3.63	93	3.1

Math Center Impact

- Students using drop-in math tutoring at the LSC pass their math classes (2.0 or higher) at a higher rate than students that do not use drop-in tutoring.
- Math students that don't use the LSC have a course pass rate of: 75%
- Math students that make 1-12 visits to the LSC have course pass rate of: 78%
- Math students that make 13 or more Visits to LSC have a course pass rate of: 86%
- 89% of Black/African American students using the LSC passed their math class with a 2.0 or greater, as compared to 64% of Black/African American students who didn't use the LSC.
- 88% of Asian students using the LSC passed their math class with a 2.0 or greater, as compared to 80% of Asian students who didn't use the LSC.
- 90% of White students who made 13 or more visits to the LSC passed their math class with a 2.0 or greater as compared to 74% of non-users.

Persistence and Completion

LSC users persist quarter to quarter at a higher rate than non-LSC users.

LSC users have higher program completion rates than non-users.

Persistence as Percentage of Beginning Cohort – (All FTIC Enrolled in 15 Credits or more Fall 2016)

	F -16	W -17	Spr-17	Sum-7	F-17	W-18	Spr-18
LSC USER (115 students)	100%	96%	88%	40%	75%	71%	72%
Non-LSC User (652 students)	100%	86%	78%	25%	59%	52%	48%

Program Completion through Spring 2018 – (All Fall 2016 FTIC enrolled in 15 Credits or more Fall 2016)

	LSC User	Non-LSC Users
Percentage of Cohort Receiving Cert/Degree	45%	33%

Indirect Impact of Tutoring

Students regularly express that tutoring:

- Kept them from dropping another class
- Allowed them to keep working at their job

- Helped them avoid excess stress
- Encouraged them to repeat a class again after failing
- Helped them become capable of success on their own

Mr. Roland shared some quotes from student LSC users and then the trustees engaged in a brief period of discussion. Chair Webster asked if the LSC was helping students progress to college level courses faster than they would otherwise. Mr. Roland replied that while faster progression (i.e. skipping courses) was not the goal of the LSC, he would try to find data on how long it takes for LSC users to progress to college-level math vs. non-users. Trustee Earling asked to receive a copy of the slide presentation. The trustees thanked Mr. Roland for the informative presentation.

EXECUTIVE SESSION

At 5:36pm, Chair Webster adjourned the meeting to executive session for 20 minutes, returning at 5:56pm, for the purpose of discussing personnel and litigation issues.

At 5:56pm, Chair Webster reconvened the meeting in open session.

ADJOURNMENT

With no further business, the meeting was adjourned by Chair Webster at 5:57pm.

Next Meeting: The next regular Board meeting will be held on May 12, 2022 at 3:30pm.

Wallace Webster II, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

ATTACHMENT 1**PUBLIC COMMENTS - BOARD MEETING - April 14, 2022**

From: Jeff Eldridge, Edmonds College Faculty, Department of Mathematics

Dear Board of Trustees,

Letters read at your March 10 meeting pointed out that the fact that Edmonds College charges students fees for online and hybrid classes — let alone their amounts — does not appear anywhere on the college website. Pres. Singh seemed to express surprise that the fees were not on the website and promised that fees would appear in the ctclink class schedule the next time these schedules are built.

As of yesterday — 34 days later — the fees are still nowhere on the web site. In fact, the site instructs students to “[s]ee class listing for classes that require a special or laboratory fee in addition to the regular credit[-]hour charge” but the class listing contains no such information!

Why can't the fact that these fees are charged to students (along with their amounts) be posted on the web in place of this incorrect information? Will the fees appear in the class listings for Summer 2022 and Fall 2022? Classes for those quarters are already in ctclink (without fee information), so does this mean that students must wait until Winter 2023 to be fully informed of the fees they are paying?

Even Spirit Airlines is more transparent about their junk fees. Surely Edmonds College can do better than Spirit Airlines.

The packet for this meeting asserts that “Edmonds College strives to keep costs for students low and is judicious in raising or adding fees, only doing so when necessary to provide services and/or materials.” I (and students in my hybrid class) would very much like to know what services or materials are being provided to them in exchange for their hybrid fees, as the resources I am using to teach this class cost Edmonds College exactly \$0 more than my non-hybrid classes.

BACKGROUND 2022-23 COLLEGE OPERATING BUDGET

Subject

First consideration of the 2022-23 College Operating Budget.

Background

While the State Board for Community and Technical Colleges has provided the College with a projected allocation for 2022-23, that allocation is still in draft status and subject to further adjustments before being finalized.

Working with the draft allocation from the State Board, along with our estimates for year-end and our projections for enrollment-driven revenue for this coming fiscal year, the Business Office has put together a projected budget plan for 2022-2023, with a shortfall of \$2.5M.

This past year has been extremely challenging for the College budget, and 2022-23 will require careful management of resources. While prior to COVID-19, our revenue forecasts were quite accurate, it has been much more difficult to forecast certain revenue lines at this time.

Although it is possible that there may be changes in the initial state allocation between now and when it is released, no major adjustments are expected at this time. Upon receipt of the final 2022-23 allocation from the State Board, the College will adjust its final 2022-23 budget proposal (as necessary) for presentation, review, and approval at the June 2022 Board of Trustees meeting.

The initial budget presented reflects all of the aforementioned elements.

Recommendation

The President and the President's Leadership Team recommend that the Board of Trustees approve the 2022-23 College Operating Budget, as first presented at the May 12, 2022 Board of Trustees meeting, with the understanding that changes may be made prior to the second consideration at the June 9, 2022 meeting based upon new information received regarding the state allocation.



Washington Community College District 23

BOARD OF TRUSTEES
May 12, 2022

BACKGROUND
FISCAL YEAR 2022 - 2023
SERVICES & ACTIVITIES FEE; STUDENT CENTER M&O FEE; ASSESSMENT FEE
TECHNOLOGY FEE; SUSTAINABILITY FEE; TRITON FIELD FEE; BUS PASS USER FEE

Subject

Proposed ASEC Services and Activities and Self-Assessed local fees for Fiscal Year (FY) 2022-23.

Background

The ASEC budget development process is outlined in the ASEC Financial Code and RCW 28B.15.045. The ASEC 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 six fees: the Services and Activities Fee and five local voluntary self-assessed fees. The Services and Activities Fee maximum is set by the State Board for Community and Technical Colleges, and the five 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. The ASEC Executive Board voted for five fees to remain the same for 2022-23. 2022-2023 S&A Fee rate will be determined and reported at the June meeting.

Current ASEC Fees

Services and Activities (S&A) Fee

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

S&A Fee 2021-2022	\$11.93/credit (credits 1-10)	\$6.93/credit (credits 11-18)
S&A Fee 2022-2023	/credit (credits 1-10)	/credit (credits 11-18) (updated information at June meeting)

Assessment Fee

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

Assessment Fee 2021-2022	\$4.37/credit
Assessment Fee 2022-2023	\$4.37/credit

Technology Fee

The Associated Students took action to assess a Technology Fee. The fee 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 2021-2022	\$2.40/credit
Technology Fee 2022-2023	\$2.40/credit

Student Center Maintenance and Operation (M&O) Fee

The Associated Students took action to assess 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 fund M&O for buildings constructed with Certificates of Participation (COP). This fee ensures a dedicated revenue source for the operation of the student center.

Student Center M&O Fee 2021-2022	\$0.65/credit
Student Center M&O Fee 2022-2023	\$0.65/credit

Sustainability Fee

The Associated Students took action to assess a Sustainability Fee. This fee began in the fall quarter of 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 to educate the campus community about sustainability practices.

Sustainability Fee 2021-2022	\$0.45/credit
Sustainability Fee 2022-2023	\$0.45/credit

Triton Field Fee

The Associated Student Executive Board took action to assess the Triton Field Fee beginning fall quarter 2019. The purpose of the fee is to provide dedicated funding for ongoing maintenance, field improvements, and turf replacement.

Triton Field Fee 2021-2022	\$0.75/credit
Triton Field Fee 2022-2023	\$0.75/credit

Bus Pass User Fee

The Associated Students took action to assess students who want a bus pass a quarterly user fee. This user fee began in the summer quarter of 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.

Bus Pass User Fee 2021-2022	\$26.00/quarter
Bus Pass User Fee 2022-2023	\$26.00/quarter

Recommendation

The ASEC Executive Board recommends that the Board of Trustees approve the proposed FY 2022-23 ASEC Services and Activities Fee, Assessment Fee, Technology Fee, Student Center M&O Fee, Sustainability Fee, Bus Pass User Fee as submitted at the June 9, 2022 Board of Trustees meeting.



Washington Community College District 23

BOARD OF TRUSTEES
May 12, 2022

BACKGROUND
FISCAL YEAR 2022-23
ASEC SERVICES AND ACTIVITIES FEE BUDGET

Subject

Proposed ASEC Services and Activities Fee Budget for (FY) 2022-23.

Background

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

The following budget is submitted for consideration:

2022-23 Projected Revenue = **\$1,399,728**

Fund Balance Allocation = **\$238,459**

The 2021-22 S & A Fee Budget Committee developed the budget based on account directors' proposals, preliminary balance hearings, and administrative review. The committee reviewed all accounts and analyzed each budget request thoroughly using a variety of approaches in allocating the budgets. This includes written applications, the account directors' input at the budget hearings, presentations, and rationale used by the account directors for the items requested. The S&A Fee Budget Committee developed the allocation philosophy of no increases to the S&A Fee Budget for 2022-23. This decision will help keep the S&A Fee Budget on track to be balanced in the near future.

The Associated Students of Edmonds College approved the transfer of \$238,459.00 from the ASEC fund balance for the 2022-23 S&A Fee Budget.

The following budgets have the most significant changes:

- 6 programs did not request funding for 2022-23 S&A Fee Budget: Ethics Challenge, Rocketry, Between the Lines, Black Box Theatre, National Conference for College Women Student Leaders, Pre College Peer Mentoring.
- MESA Scholarship increased by 35% (From \$16,444 to \$25,944) at the request of the account director to merge STEM Conference Travel and MESA Scholarship accounts. The effect is there will be no STEM Conference Travel.
- Concert Band decreased by 21% (From \$5,700 to \$4,700) at the request of the account director.
- STEM Study Room decreased by 16% (From \$56,593 to \$48,871.09) at the request of the account director.
- Leadership is You! Conference decreased by 10% (From 6500 to \$5900) at the request of the account director.

Recommendation

The S&A Fee Budget Committee recommends that the Board of Trustees approve the proposed FY 2022-23 ASEC Services and Activities Fee Budget as submitted at the June 9, 2022 Board of Trustees meeting.



2022-23 ASEC Services and Activities Fee Budget

Account Number	Program Title	2021-22	2022-23	Percent Increase	Difference
8020	Game Room	\$23,976	\$23,376	-3%	-\$600
8023	Ethics Challenge	\$1,700	\$0	-100%	-\$1,700
8021	Rocketry	\$5,000	\$0	-100%	-\$5,000
8050	CSEL Welcome Desk	\$27,348	\$27,342.35	0%	-\$6
8110	ASEC Executive Board	\$79,782	\$79,782	0%	\$0
8116	Student Math League Contest	\$355	\$355	0%	\$0
8117	Legislative Action	\$935	\$935	0%	\$0
8140	Student Leadership Training	\$10,739	\$10,739	0%	\$0
8145	Student Leader Conference Travel	\$1,650	\$1,650	0%	\$0
8210	Student Activities Supervision	\$80,069	\$80,032	0%	-\$37
8215	Intramural Programmer	\$7,709	\$7,709	0%	\$0
8220	Triton Talks	\$19,500	\$19,500	0%	\$0
8235	Student Technology Advice and Resource Team	\$27,921	\$26,893	-4%	-\$1,028
8240	Student Activities Programming	\$30,885	\$30,855	0%	-\$30
8252	Food Pantry	\$40,000	\$40,000	0%	\$0
8280	Commencement	\$20,261	\$20,259	0%	-\$2
8285	Awards Dessert	\$5,600	\$5,600	0%	\$0
8292	Services for Students with Disabilities	\$22,700	\$22,700	0%	\$0
8305	International Mentors	\$5,670	\$5,670	0%	\$0
8311	STEM Conference	\$9,500	\$0	0%	-\$9,500
8313	Center for Service Learning	\$22,899	\$22,899	0%	\$0
8315	Residential Life Program	\$33,400	\$33,400	0%	\$0
8325	Visual Arts Event Programmer	\$5,788	\$5,788	0%	\$0
8330	Childcare	\$199,589	\$199,589	0%	\$0
8335	Wellness and Health Promotion	\$3,108	\$3,108	0%	\$0
8340	Learning Support Center	\$91,570	\$91,429	0%	-\$141
8360	Center for Student Cultural Diversity and Inclusion	\$38,453	\$38,453	0%	\$0
8365	Pow Wow	\$2,950	\$2,950	0%	\$0
8370	Project Home	\$15,000	\$15,000	0%	\$0
8377	MESA Scholarship	\$16,444	\$25,944	37%	\$9,500
8405	Career Action Center Events	\$11,065	\$10,796.72	-2%	-\$268
8408	Leadership is You! Conference	\$6,500	\$5,900	-10%	-\$600
8410	Clubs	\$41,322	\$41,302	0%	-\$20
8610	Student Newspaper: The Triton Review	\$17,592	\$17,592	0%	\$0
8620	Triton Life Newsletter	\$3,220	\$3,220	0%	\$0
8630	Between the Lines	\$6,369	\$0	-100%	-\$6,369
8640	Publicity	\$9,827	\$9,827	0%	\$0
8660	Printing	\$955	\$955	0%	\$0
8670	Digital Signage	\$6,291	\$6,150	-2%	-\$141
8680	Black Box Theatre	\$6,500	\$0	-100%	-\$6,500
8690	NCCWSL	\$4,105	\$0	-100%	-\$4,105
8705	Athletic Grants-in-Aid/Athletic Grants-in-Aid	\$48,000	\$48,000	0%	\$0
8710	Athletic Administration	\$99,682	\$97,002	-3%	-\$2,680
8711	Athletic Official Fees	\$35,495	\$35,495	0%	\$0
8712	Post-Season Travel	\$5,000	\$5,000	0%	\$0
8713	Athletic Travel	\$85,554	\$85,554	0%	\$0
8714	Athletic Uniform Schedule	\$6,640	\$6,640	0%	\$0
8720	Men's Soccer	\$1,000	\$1,000	0%	\$0
8725	Women's Soccer	\$1,000	\$1,000	0%	\$0
8730	Men's Basketball	\$1,000	\$1,000	0%	\$0
8740	Baseball	\$2,000	\$2,000	0%	\$0
8750	Volleyball	\$2,545	\$2,544	0%	-\$1
8760	Women's Basketball	\$1,000	\$1,000	0%	\$0
8770	Softball	\$1,000	\$1,000	0%	\$0
8795	Athletic Facilities	\$12,450	\$12,450	0%	\$0
8805	Concert Band	\$5,700	\$4,700	-21%	-\$1,000
8810	Jazz Band	\$9,360	\$9,350	0%	-\$10
8820	Soundsation	\$10,265	\$10,265	0%	\$0
8850	Symphonic Choir	\$7,435	\$7,435	0%	\$0
8855	Music Licensing	\$6,366	\$6,366	0%	\$0
8860	Music Programmer	\$6,515	\$6,477	-1%	-\$38
8865	Music Scholarships	\$12,600	\$12,500	-1%	-\$100
8870	Student Activities Board-OIP Programmer	\$9,024	\$8,955	-1%	-\$69
8871	STEM Study Room	\$56,593	\$48,871.09	-16%	-\$7,722
8872	Pre College Peer Mentoring	\$5,908	\$0	-100%	-\$5,908
8873	Women's Cross Country	\$1,581	\$1,581	0%	\$0
8874	Men's Cross Country	\$1,581	\$1,581	0%	\$0
8010	ASEC Position Statement Funding CSEL Staff	\$100,000	\$100,000		
8940	Building Fund	\$100,000	\$100,000		
8920	Unallocated Reserve	\$94,913	\$82,720		
	Totals	\$1,694,454	\$1,638,187	-3%	-\$56,267



Washington Community College District 23

**BOARD OF TRUSTEES
May 12, 2022**

FOUNDATION REPORT

FOUNDATION ACTIVITY

- Thanks to over 80 volunteers, the Foundation completed its scholarship application review process on May 5. Students are now being matched with scholarships. Awarding will be completed by the end of June.
- The Summer Quarter 2022 Complete the Dream application will open May 17 and close May 31st at 2:00 pm.

FUNDRAISING

- INSPIRE 2022 was a great success exceeding its goal of \$325,000. As of 4/27/22, total revenue raised was \$371,000 and does not include any corporate matches that will continue to come in over the next few months. 240 people attended the live event, 241 participated in the online auction (signed up/bidder), with 290 total registered guests.
- The renewal application for the 2nd year extension on Verdant's Counseling and Resource Center Expansion grant was submitted on 4/22/22.
- The Foundation received the first distribution (\$223,000) from the Dorothy Jennings estate. The bequest is for the benefit of the Creative Retirement Institute (CRI).

Submitted by: Tom Bull