

BOARD OF TRUSTEES**Regular Meeting****Thursday, April 9, 2026**

Meeting: 3:30pm – 6:30pm

In Person: Gateway Hall, Room 352, 6600 196th Street SW, Lynnwood, WA**Zoom:** <https://us02web.zoom.us/j/87444478396>**Join by telephone:** (253) 215-8782 | **Meeting ID:** 874 4447 8396**AGENDA**

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| 1. | 3:30pm | Call to Order | Chair Courtney Wooten |
| 2. | 3:32pm | Land Acknowledgement | |
| 3. | 3:35pm | Introductions of Board and Leadership Team | Chair Courtney Wooten |
| 4. | 3:39pm | Approval of Meeting Minutes March 12, 2026 - Regular Meeting | Chair Courtney Wooten |
| 5. | 3:43pm | Next Meeting May 14, 2026, 4:00pm – Regular Meeting | Chair Courtney Wooten |
| 6. | 3:45pm | Transforming Lives | |
| 7. | 3:55pm | Public Comment To make a public comment, you may submit it in writing to publiccomment@edmonds.edu no later than Wednesday, April 8, 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. Public comments may also be made in person at the meeting. All virtual participants who wish to make a public comment should submit one in writing as outlined above. | Chair Courtney Wooten |
| 8. | 4:05pm | Representative Reports a. Student Government Representative (5 mins) b. Classified Staff Representative (5 mins) c. Faculty Representative (5 mins) | Tiffany Mphepo Lia Andrews Scott Haddock |
| 9. | 4:20pm | Foundation Report | Lillian Sherman |
| 10. | 4:25pm | President's Report | Dr. Amit Singh |

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| 11. 4:35pm | Old Business: Second Consideration and Final Action a. Approval of Tenure Status (40) RESOLUTION #26-4-1 | Dr. Kim Chapman |
| 5:15pm | Break (10 mins) | |
| | b. Approval of Continuing Tenure Probationary Status RESOLUTION #26-4-2 | Dr. Kim Chapman |
| | c. Approval of Professional Leave RESOLUTION #26-4-3 | Dr. Kim Chapman |
| 12. 5:35pm | New Business: First Consideration Consideration of Student Government Budget Revisions FY26 | Dr. Indra Paola Peláez |
| 13. 5:40pm | Board Discussion a. Trustee Updates b. Other | Chair Courtney Wooten |
| 14. 5:50pm | Study Session Idea Lab Presentation | Elisabeth Fredrickson, Debbie Kuhlmann, Eva Smith |
| 15. 6:15pm | Executive Session | Chair Courtney Wooten |
| 16. 6:30pm | Adjournment | Chair Courtney Wooten |

Next Regular Meeting: May 14, 2026, 4:00pm – 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: March 12, 2026

Location: Edmonds College, Gateway Hall 352: 6600 196th Street SW, Lynnwood, WA

Virtual Participation via Zoom

Draft Minutes

Trustees Present: Dr. Courtney Wooten, Chair; Wally Webster, Vice Chair; Dave Earling; Kayla Linadi; Adrienne Wagner

Trustees Absent: Carl Zapora

Others Present:

Dr. Amit Singh, President

Sara King, Assistant Attorney General

Lia Andrews, Classified Staff Union Representative

Scott Haddock, Faculty Union Representative

Tiffany Mphepo, Associated Students of Edmonds College Representative

Dr. Kim Chapman, Vice President for Instruction

Karen Magarelli, Vice President for Strategic Marketing, Grants & Foundation - PIO & Special Assistant to the President

Suzanne Moreau, Vice President for Human Resources

Jim Mulik, Vice President for Finance and Institutional Effectiveness

Kristen NyQuist, Director of Planning and Operations

Dr. Indra Paola Peláez, Vice President for Enrollment and Student Services

Lillian Sherman, Executive Director of the Edmonds College Foundation

Eva Smith, Chief Information Officer

Dr. Yvonne Terrell-Powell, Vice President for Student Success, Belonging, and Global Engagement

Various members of the campus community and public

CALL TO ORDER

Chair Wooten called the meeting to order at 3:30pm, and welcomed those present. She called for a moment of silence to be observed in honor of the 175 people, mostly children, who were recently killed in an airstrike at the Shajarah Tayyebah elementary school in Iran.

LAND ACKNOWLEDGEMENT

Chair Wooten read the Land Acknowledgement.

INTRODUCTIONS

Chair Wooten led introductions of the Board. Dr. Singh led introductions of the President's Leadership Team and Advisory Representatives.

APPROVAL OF MEETING MINUTES

Chair Wooten entertained a motion to approve the minutes from the February 12, 2026 meeting, which was made and seconded; the minutes were unanimously approved as presented.

Approved

NEXT MEETING

Chair Wooten announced that the next meeting will be held April 9, 2026 at 3:30pm.

TRANSFORMING LIVES

Mr. Vernon Hawkins, Dean of The School of Business, Entrepreneurship, & Professional Education introducing speakers from the Horticulture program, first shared a message of thanks from Horticulture department head Michael Fong for Michelle Rau's leadership of the program in the interim. Ms. Rau introduced three student speakers - J. T. Tudor, a current student; Hilary Rummel, a recent graduate now working as a groundskeeper at the college; and Will Rak, a Landscape Designer who earned two degrees from Edmonds College.

J. T. Tudor shared his educational journey with the Board. He was a professional bartender who wanted several things - to get sober, to obtain more education, and to find a new path in life. He enrolled in the Horticulture program and as he took classes, he gained life skills. He had never developed a long-term view of his life, and as he grew plants and became familiar with the timeline of their growth, he began to develop a sense of the future for himself. He found the greenhouse a place where he could learn and meditate, and it helped him process some of the loss he was dealing with at the time. He has found the program, the students, and instructors very supportive. During a local restoration project in Edmonds, he helped clear away invasive plants to reveal a 700-year old yew tree, something that he hopes others in the future will be able to enjoy now as well.

Hilary Rummel, a recent graduate of the horticulture program, now works for the grounds department at Edmonds College. She shared that just a few years ago she became homeless and her family was split apart. Eventually, she got a Ground Works landscaping internship through Housing Hope and that was the spark to enroll in the Horticulture program at Edmonds College. She found the instructors to be knowledgeable and enthusiastic; walks became educational adventures. Once she finished her degree, she had an internship with the grounds department on campus. Then she opened her own landscaping business. Soon after, Ms. Rummel was invited to apply for a position with the EC grounds department and was subsequently hired. She shared that horticulture has given her a career, a community, and a life.

Will Rak graduated from the Horticulture program in 2018 with several credentials, including an Associates Degree in Landscape Design. He is now a certified Landscape Architect and holds many other certifications. When he graduated from the program at Edmonds College, he was able to get a job immediately, and is now in a management position at his company. He has noticed that many landscape architects don't have horticulture knowledge, and finds that his degrees from Edmonds College give him an advantage. Mr. Rak is an avid volunteer, serving as Board President of the Beacon Food Forest, which uses public land to grow food for the community of Beacon Hill.

The Board thanked each of the speakers for their moving and powerful stories, and for the inspiring ways that they chose education to transform their lives.

PUBLIC COMMENTS

Chair Wooten noted that one public comment had been received in writing, and asked Ms. NyQuist to read it in the record, which she did as follows:

The comment was submitted by Chuck Mueller, Engineering and Physics Faculty, and Vice President for Action and Advocacy, Edmonds College Federation of Teachers.

"Dear Trustees: The Edmonds College Federation of Teachers sent their demand to bargain with the management of Edmonds College on December 16, 2025. Bargaining started on February 4, 2026, which is

seven weeks later. Since bargaining started, the Faculty Collective Bargaining Team has submitted 25 proposals for review by the management team. The management team has not given a single response to any of them. For comparison, the management team has submitted only one substantive proposal to the faculty union team at the latest bargaining session on March 11. The last contract bargaining process took 18 months, which is an egregious amount of time. On behalf of the faculty union, I am asking the management team to stop stalling and move forward so we can have a contract by June! Thank you for your time.”

Chair Wooten called Mary Whitfield to the podium. Ms. Whitfield, an Edmonds College professor in the Chemistry department, who is also the faculty adviser for the Bee Club, commented on the need for more full-time faculty to keep pace with growing enrollment and the needs of students.

REPRESENTATIVE REPORTS

Associated Students of Edmonds College (ASEC) Representative - Tiffany Mphepo, Executive Officer for Administration, reported on recent Student Government’s activities as follows:

- Student Government continues to prepare for their upcoming advocacy trip to Washington, D.C. where they will focus on advocating for expanding financial aid access, supporting adult learners, and strengthening resources for international students.
- The ASEC approved funding in an amount up to \$250K toward the Triton Resource Hub expansion, with the intent that these funds prioritize interior furnishings, storage capacity, refrigeration equipment, and accessibility improvements.
- Student Government met with the Presidential Leadership Team to share progress updates and strengthen collaboration with college leadership.
- The Executive Officer for Diversity organized an International Women’s Day event featuring three distinguished speakers: Mountlake Terrace City Councilmember Sam Doyle, Vice President Dr. Yvonne Terrell-Powell, and Student Government representative Unathi Msipa.
- The Executive Officer of Budget and Finance, working with the S&A Committee, has begun funding hearings this week, which will continue into Spring Quarter.
- The Executive Officer for Technology has been preparing the Technology Investment Management Committee student representatives for their upcoming work.
- The Executive Officer of Student Relations, has produced the weekly Student Government newsletter working with the Athletics team to promote home games.
- The Executive Officer for Academics has been working closely with both students and faculty to assess and improve the International Advising experience at Edmonds College.
- The Executive Officer of Student Organizations is focused on processing club chartering applications and responding to club requests to ensure they have the support and resources needed.

WPEA Representative - Lia Andrews, Chief Shop Steward, gave an update on WPEA activities as follows: Through the persistent advocacy of members and labor partners, the WPEA contracts, which include COLAs, targeted salary increases for the common job classes, and backpay, have been included in the final state budget awaiting the Governor’s signature. Ms. Andrews said that while WPEA celebrates the state’s 79% contribution toward the COLAs, they acknowledge the 21% being left to the colleges and look forward to working with the administration to ensure that our classified workforce is prioritized within the final budget.

WPEA is closely monitoring the proposed legislative requirement for the State Board for Community and Technical Colleges to submit a report regarding "redundancy" and expenses that do not "directly correlate to student success," and holds a clear position that classified staff directly correlate to student success.

AFT Representative - Scott Haddock, AFT Local President, reported on negotiations and advocacy activities as follows:

The AFT submitted a request to bargain in mid-December. The teams first met in February, and have met for a total of 24 hours since. 25 proposals with documented next-steps to bring back counter proposals have been offered by AFT, but no counter proposals have been received. The tone is collaborative and productive, but the process is moving slower than expected. Mr. Haddock is hoping to receive counter proposals soon or fears the process may not conclude by the current contract's expiration date.

The proposed closure/consolidation of one Washington community or technical college campus does not appear to have made it into the final legislative budget. Mr. Haddock noted the role that faculty play in advocacy efforts - a level of engagement that shows they care deeply and are committed to their students.

FOUNDATION REPORT

Lillian Sherman, Executive Director of the Edmonds College Foundation, reported on the following Foundation activities: The 2025 Impact Report has been published. Year-to-date revenue is up across all categories, having raised \$1.85M from 344 donors. The INSPIRE gala has exceeded its sponsorship goal and fewer than 100 tickets to the event are left. Dr. Roxanne Green and a student from her program will be the keynote speakers, and a new campaign will be announced.

PRESIDENT'S REPORT

Dr. Singh reported that commencement this year, taking place on June 18, will return to Angel of the Winds Arena in Everett, in order to accommodate graduates and their guests. He thanked the commencement production team, especially Karen Magarelli and Lisa Neumann. Dr. Singh shared that each year Washington Campus Coalition for the Public Good hosts Student Civic Leadership Awards, where each college involved (public and private universities and community/technical colleges) selects two winners of the President's Civic Leadership Awards. Those award recipients are also forwarded to the Governor who selects one winner for the Governor's Student Civic Leadership Award from each of the three institution types. This year Dr. Singh selected Kyersten Jenkins and Aaron Slaughter for President's Award, and it had just been announced that Governor Ferguson selected Mr. Slaughter as the Governor's Award winner in the community college sector, a wonderful honor for our student.

OLD BUSINESS: SECOND CONSIDERATION AND FINAL ACTION

Consideration of Head Start Transfer of Governance

Dr. Singh presented the topic of transferring the governance of the Head Start program from the President's Leadership Team to the Board of Trustees, as outlined in the meeting packet materials. Chair Wooten called for a motion to approve Resolution #26-3-1, which was made by Trustee Wagner, seconded by Trustee Earling, and approved, with Vice Chair Wally Webster abstaining.

Approved

Consideration of Endorsement of Tuition Rates for FY27

Dr. Singh presented the topic of tuition rates for FY27, noting that the State Board sets the rates in accordance with the Office of Financial Management, and the Board is asked to endorse those rates. This year the proposed increase in tuition, made up of three different fees, is 3.3%.

Chair Wooten asked for a motion to approve Resolution #26-3-2, which was made by Trustee Earling and seconded by Trustee Wagner.

Chair Wooten called for discussion, and Vice Chair Webster asked about the impact of the tuition increase on low income students. Chair Wooten noted that the tuition increase would be covered by the Pell and

Washington College grants. There was some discussion on the efforts to advertise these grants to low income students.

Chair Wooten called the vote, and the resolution was unanimously approved.

Approved

Consideration of Course Fee Changes

Dr. Singh introduced the topic of course fee changes, stating that they, like tuition fees, are covered by grants, and before they are brought forward, new fees or fee increases are tested thoroughly to determine if they are truly needed or could be funded from elsewhere. Dr. Chapman outlined the two fee increases presented for approval - pottery fees will increase to cover the actual cost of supplies; and music private lessons fees will increase to cover the market rate of private instructors. Chair Wooten asked for a motion to approve Resolution #26-3-3, which was made by Trustee Wagner and seconded by Trustee Earling. There was discussion on whether or not it is feasible to increase fees incrementally and also how fees are communicated to students. Chair Wooten called the vote, which passed unanimously.

Approved

BREAK

At 4:46pm, Chair Wooten adjourned the meeting for a 10-minute break, returning at 4:56pm.

At 4:56pm, Chair Wooten reconvened the meeting in open session.

NEW BUSINESS: FIRST CONSIDERATION & FINAL ACTION REQUESTED

Consideration and Approval of ASEC Fee Rates for 2026-27

Dr. Singh introduced the item of Associated Students of Edmonds College (ASEC) Fees, which the administration was presenting for first consideration and final action requested. He noted that while most items come before the Board in a two-month cycle, this item is time-sensitive due to an unforeseen deadline imposed by the State Board for Community and Technical Colleges. Mr. Afnan Ali, Executive Officer for Finance and Budget for ASEC presented the proposed fees for the 2026-27 academic year, which had been approved the ASEC Executive Board, as follows:

Services & Activities Fee - increasing by 3.2%, as allowed by the State Board; and no changes to the Assessment Fee, Student Center Maintenance and Operations Fee, Sustainability Fee, Triton Field Fee, or the Transit Pass User Fee.

Chair Wooten called for a motion to approve Resolution #26-3-4, which was made by Trustee Wagner, seconded by Vice Chair Webster and unanimously approved.

Approved

NEW BUSINESS: FIRST CONSIDERATION

Consideration of Tenure Status

Dr. Chapman presented eight faculty candidates for tenure, noting that their online tenure packets were linked in the Board meeting materials: Lily Fox, Nina Kunimoto, Jennifer Casperson, Jackie Sheppard, Julio Garibay, Anna Truss, Yoon Han, and Sarah Gray. The candidates will join the Board at the April meeting to discuss their work, prior to the Board vote on their tenure status.

Consideration of Continuing Tenure Probationary Status

Dr. Chapman presented six faculty candidates for second year continuing tenure probationary status: Moni Mungin, Ashley Pickard, Elaine Monroe, Heather Peterson-Bruno, Rachel Zhang, and Mindy Moos. Dr. Chapman presented eight faculty candidates for first year continuing tenure probationary status: Denise

Shafer, Bahram Zahir, Michael Fong, Audrey Garcia, Jenny Lazo, Elizabeth Cunningham, Vinh Nguyen, and Amy Lynn. These candidates will be presented for approval at the April meeting.

Consideration of Professional Leave

Dr. Chapman presented five faculty candidates for professional leave, noting that the Professional Leave committee reviews application submissions and forwards recommendations on to the President, who presents them to the Board for consideration and approval. The following faculty members, whose leave proposal summaries were included in the meeting materials, were presented for consideration of one quarter of professional leave each: Tucker Howie, Patrick Kolanda, Scott Haddock, Minh Carrico, and Jennifer Inslee. The candidates will be presented for approval at the April meeting.

BOARD DISCUSSION

Chair Wooten opened the floor for updates from the trustees.

- Trustee Linadi shared that she was elected to a position with Permias Nasional, a nonprofit organization serving as the Indonesian Student Association in the United States. Trustee Linadi will assume the role of Community Leader for West Coast III in the organizational development department. She also expressed that she has been impressed by the EC students involved with student government this year.
- Trustee Earling noted that there is a spirit of communication at the college that the larger world could learn from.
- Vice Chair Webster shared that he'd recently returned from a trip to Ghana to the heartbreaking news of two shootings in Edmonds involving youth. He clarified that his questions in Board meetings are solely to assess if the decisions being made are the best for students.
- Trustee Wagner shared that her organization, Leadership Snohomish County, is sponsoring Emerging Leaders Snohomish County, an event honoring the top 12 emerging leaders under 40 on April 7 in Everett. LSC's Step Up Conference will take place on April 24.
- Chair Wooten thanked Vice Chair Webster for his heart-centered reminder that we are here for students, and also thanked Dr. Singh for his invitation to International Night, which was wonderful, and Karen Magarelli and Mae Cramer for their support in the recent advocacy trip to Olympia. She shared that she has recently volunteered for the first cohort of ACCT's Excel program, a new professional learning and trustee development pathway.

STUDY SESSION

Dr. Singh introduced Matt Poischbeg, Executive Director of the Edmonds College's Advanced Manufacturing Skills Center (AMSC) and Washington Aerospace Training & Research (WATR) Center. Mr. Poischbeg presented an update on the WATR Center and AMSC as follows:

- The aerospace industry in Washington is huge - bringing in \$71B in revenue. Boeing is the largest company, but each airplane is assembled with over 1 million parts and 200 miles of cables, and many of those suppliers are in Washington as well. The space industry is also growing, with over half of the satellites currently in orbit built in Washington.
- These companies are in Washington because we have the workforce, and Edmonds College is well-positioned to train them.
- The WATR Center is self-funded; its budget comes from fees, grants, and other sources like governmental earmarks, designed to keep jobs in Washington.
- The Boeing 737 is built in Renton, but now also in Everett. This new workline will mean an additional \$1.5M for the WATR Center to train those employees.
- The AMSC/WATR Center has seen large growth this year, with 676 students expected to earn credentials, a 40% increase over last year.
- 93% of students complete their credential; 18.9% of those are women, and 58% of students get a job in their field. Mr. Poischbeg did point out that his team is working to increase this number and

that currently, we rely on students to report back to us regarding their employment after they leave.

- Student demographics show the average age getting younger, although the majority are career changers. 37% are white, 36% are Asian.
- The WATR Center team aims to deepen their industry relationships through tours for government officials and partners, incumbent worker training, building credibility and the infrastructure to attract a diverse portfolio of industry contacts.
- Quality Assurance training is done with the onsite 767 fuselage, in which traps are set that students have to find - an essential component to training for a real-world industry environment.
- The team provides incumbent worker training for many suppliers when they have groups of 60+ students.
- Shipbuilding and repair has been identified as a growth sector for the Puget Sound area, and AMSC/WATR Center is ramping up programs to be able to meet future demand.
- The construction pre-apprenticeship program offered in partnership with Washington Department of Transportation and Sound Transit is funded for two more years, but future funding needs to be secured.
- The team is using grant funds to develop robotics pathways for students
- The Creative Technology Lab brings together engineering-level students who are interested in experimentation.
- Strategic priorities are:
 - Instructor and staff expansion to meet student growth
 - Robotics integration
 - Community engagement
 - Fiscal health

There was some discussion on different segments of the industry and opportunities for students. The Board thanked Mr. Poischbeg for his work and his presentation.

EXECUTIVE SESSION

At 6:00pm, Chair Wooten called an executive session for 30 minutes to discuss personnel and real estate matters, returning to open session at 6:30pm, noting that a decision may be made as a result of the executive session.

At 6:31pm, Chair Wooten extended the executive session for five minutes, returning to open session at 6:36pm.

At 6:36pm, Chair Wooten reconvened the meeting in open session. Trustee Linadi was no longer present.

APPROVAL OF PRESIDENTIAL CONTRACT AMENDMENT

Trustee Wagner reported that as a result of the annual presidential performance review, the Board would like to retain the employment of President Amit Singh, and she made a motion to approve Presidential Contract Amendment 5, which would extend the President's employment through June 30, 2031, and offer a retainer premium of \$12K annually to not seek employment elsewhere. Vice Chair Webster seconded the motion, and Chair Wooten opened the floor for discussion.

Vice Chair Webster offered a modification to the contract amendment language, stating that the retainer premium of \$12K annually is given so that the President will neither seek *nor accept* employment elsewhere. There was discussion around the extraordinary circumstances in Washington state with many presidential vacancies and the high cost of leadership transition. The language includes that this amount

will not be added to the base salary and in the case President Singh accepted employment elsewhere, he would have to return the amount.

Chair Wooten called the vote on the contract amendment, including the modified language offered by Vice Chair Webster, which passed unanimously.

Approved

ADJOURNMENT

The meeting was adjourned by Chair Wooten at 6:43pm.

Next Meeting: The next regular Board meeting will be held April 9 at 3:30pm.

Dr. Courtney Wooten, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary



EDMONDS COLLEGE FOUNDATION REPORT

The INSPIRE gala is a few weeks away! *Saturday, April 25, 2026 | 5:30–9:00 p.m. | Lynnwood Event Center*
The room is nearly full with 300 guests expected to join us, but there are a few tickets still available! We are thrilled to be over our sponsorship goal and we are planning an exciting raise the paddle moment with a matching gift to encourage giving in the room. The program will include Dr. Roxanne Green and soon-to-be graduate in Addiction Studies, Ryan Henry.

For those unable to attend in person, we will have an online auction the week ahead that focuses on items that the campus community will love and everyone will also be able to participate in the raffle for 2 tickets on Alaska Airlines. Watch for information on how to participate with all of the pre-INSPIRE opportunities coming soon. Please help us spread the word to encourage participation from the whole community.

Fundraising Update

As of February 27, 2026 we have raised **\$1,927,225** from **362 donors**. We are planning our Spring fundraising campaign that will be focused on encouraging Emergency Services funding in May.

Board Update

The Foundation board met on April 7 in the Anthropology lab and enjoyed learning about this ongoing programming with Professor Ashley Pickard. Additionally, board members are working on recruiting strategies for new members to the Foundation and new strategies for fundraising in the new fiscal year.

Finance Update

We are currently drafting the FY27 Foundation operating budget. Budget priorities for FY27 include improving efficiency, understanding sources of funding, and ensuring spending is aligned with strategic priorities such as our efforts to raise more funds for Student Emergency programs.

Scholarship Update

We awarded four students Complete the Dream awards for Spring Quarter, totaling \$9,647. Annual scholarships closed on March 29, and we are currently in the process of reviewing the applicants. Awards will be made starting in May. Last year, more than 750 applications were submitted and we are expecting a similar number of applicants this year.

Foundation Kickstarter and Hospitality Grants for Edmonds College Faculty, Staff and Programs for the 2026-2027 school year closed on March 15th. We received 41 applications and decisions will go out in June.

Save the Date for Fall Fundraiser on Campus - Triton Heroes! *Friday, October 16, 2026 | Brier Hall*

BACKGROUND

CONSIDERATION OF TENURE

Subject

Consideration of tenure for:

[Lily Fox](#), High School Completion

[Nina Kunimoto](#), Sociology

[Jennifer Casperson](#), Nursing

[Jackie Sheppard](#), English Language Acquisition

[Julio Garibay](#), Computer Science

[Anna Truss](#), Computer Information Systems

[Yoon Han](#), Accounting

[Sarah Gray](#), Library

Background

Per BOT Policy 2.0 - Job Description, the Board of Trustees, with the exception of the Student Trustee, retains the non-delegable duty of granting or denying tenure to faculty. Per the collective bargaining agreement with the American Federation of Teachers, the Board is required to consider the award or denial of tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding summer quarters and approved leaves of absence.

Lily Fox, Nina Kunimoto, Jennifer Casperson, Jackie Sheppard, Julio Garibay, Anna Truss, Yoon Han, and Sarah Gray have successfully completed their three-year probationary period. The Appointment Review Committees and administration recommend approval of tenure status.

The tenure candidates have each submitted electronic tenure packets this year, with navigation that will guide you through the required sections of their tenure portfolios. **Please click on the names above to review the packets.**

Recommendation

The administration recommends that the Board of Trustees consider tenure for Lily Fox, Nina Kunimoto, Jennifer Casperson, Jackie Sheppard, Julio Garibay, Anna Truss, Yoon Han, and Sarah Gray at the March 12, 2026 meeting and approve tenure for these faculty members at the April 9, 2026 meeting.

BIOGRAPHIES TENURE TRACK CANDIDATES

School of Academic Foundations

Lily Fox - High School Completion

Lily Fox serves as a history instructor in the High School Completion program at Edmonds College. Ms. Fox holds a Master of Arts in history from Western Washington University, where her academic studies focused on U.S. history and U.S. Latin American relations. Ms. Fox began teaching as an adjunct instructor in the history department at Western Washington University. She expanded her teaching portfolio to include various U.S. and regional history courses at Everett Community College. Ms. Fox's passion for community college education stems from personal experience as a first-generation student. As a community college student, she found confidence in her academic and intellectual abilities and discovered an intense love for politics and our historical past. This transformative experience inspired her career aspirations and continues shaping her teaching philosophy.

Ms. Fox has consistently demonstrated a steadfast dedication and enthusiasm for teaching at the community college level. Her passion lies in broadening access to opportunity through education and instilling a love for learning, particularly in the realm of history. Each course Ms. Fox teaches incorporates inclusive course design to serve the needs of students from diverse backgrounds. Her teaching objective is to encourage active learning wherein students spend significant time evaluating arguments about the past and drawing connections to contemporary events and problems. Anti-racist pedagogy informs her teaching by encouraging diverse voices and discussions of power and inequality. Students assume a central role in shaping assignments to align with their interests and strengths, placing them at the center of their education experience.

Ms. Fox's dedication to the community college mission expands beyond teaching to include a commitment to campus service. Ms. Fox was a faculty senate representative within Everett Community College's shared governance council. She participated in various task forces to revise campus policies to promote equity, reform pathway distributions, and update teaching evaluations. Additionally, Ms. Fox served as an advising mentor. Ms. Fox is excited to join the Edmonds College community and dedicate her time and passion to supporting its students and mission. She looks forward to serving on the Faculty Professional Development Committee and as a representative to the Faculty Senate. Most of all, she is eager to teach the unique and inspiring students in the Pre-College Department.

School of Humanities and Social Sciences

Dr. Nina Kunimoto - Sociology

Nina Kunimoto grew up in Japan, Germany, Los Angeles, and New York City in the United States. Since her early college career, she has taught internationally in refugee camps, nonprofit settings, public schools, and a graduate teacher education program. These experiences gave her broad experiences that have helped her cultivate a dynamic classroom that supports all students. She earned her doctoral degree at the University of Massachusetts Boston - Urban Education, Leadership and Policy Studies Program; her study used a unique methodology to study how a teacher education program prepares teachers to become justice-oriented K-12 teachers. She also taught sociology courses at the Community College of Vermont during her doctoral research.

Additionally, she co-developed a foundations of equity course for the college and co-facilitated the first pilot with the President and her colleagues in the President's office.

Her scholarship is guided by equity and justice. She has co-authored a number of articles and chapters that focus on equity and justice in education and teacher education. She is very excited to be part of a book project that honors the Black feminist scholar bell hooks, where she has been invited to write a chapter as a solo author. These scholarly pursuits translate to her classroom. Her classroom is engaging because she brings bits and pieces of scholarly items into the curriculum and classroom discussions, which engage students intellectually as well as practically.

School of Healthcare and Human Services

Jennifer Casperson - Nursing

Jennifer Casperson has a BSN from Seattle University and an MSN from Northwest Nazarene University. She has extensive clinical experience in pediatric nursing in acute and chronic care.

As a nursing instructor for over 10 years in both ADN and PN programs she has revised and developed curricula as well as provided interim program administrative support. She is a simulation innovator and maintains certification as a healthcare simulation educator and pediatric nurse. She is active in national simulation and pediatric nursing organizations.

Jennifer taught in the PN Program at Edmonds as a part time faculty starting in 2014 and returned to teach in a full-time temporary capacity in 2022 prior to her current tenure track appointment. During her time at Edmonds, she spearheaded a complete curriculum revision, has been working with community practice partners and state leaders to develop a nursing assistant to LPN apprenticeship program, has become the director of our simulation program, has joined the Faculty Professional Development Committee, and the Collaborative for Equity a DEI focused committee. Her continued goal as nursing educator is to improve diversity and equity in our healthcare system through changes to curriculum and access to resources at all levels of nursing education.

School of English Language Studies

Jackie Sheppard - English Language Acquisition

Jackie Sheppard holds a Master's in TESOL from the University of Washington. She has worked as an ELA instructor for over 15 years, having taught domestically in California and Washington, as well as overseas in Japan and Spain. Most recently she has spent the last 8 years working at Shoreline Community College in both the ESL Department and the Trajal Hospitality & Tourism College contracted program. She has also regularly taught short-term study abroad programs at Central Washington University, the University of Washington, North Seattle College, and Shoreline Community College. In addition, she is the lead curriculum designer and instructor for the non-profit Khenpo Gyamtso Rinpoche Foundation language instruction pilot program supporting Buddhist nuns in Bhutan.

In addition to her teaching, she has also had the pleasure of supporting her previous institutions as a Study-Abroad Program Manager, Curriculum Designer, Learning Center Coordinator, Business Analyst, and Technology Support Specialist. Her passion is for understanding the needs of students and programs holistically, from the first point of contact with the student through job placement or college-transfer. She has specialized knowledge in Slate, a customer relationship management system designed for higher education. In addition, she has extensive supervisory experience through yearly hiring, training, and supervising 9-15 employees through her positions at Shoreline. Her strengths include integrating learning and teaching technologies, building greater accessibility and retention strategies into programs, and identifying and resolving gaps in student support services.

Jackie also commits to being a lifelong learner, pursuing research in equitable and culturally sustaining pedagogies, giving presentations on literature through feminist and queer studies lenses, and exploring the intersections between language and culture through pursuing a second MA degree in Germanic Philology.

School of Science, Technology, Engineering, and Mathematics

Dr. Julio Garibay - Computer Science

Julio Garibay has a PhD in Business Administration from Alliant International University, a Master of Science in Telecommunications Systems Management from National University, and a Bachelor of Science in Computer Science from University of BC.

Prior to joining the Edmonds faculty, he taught as an adjunct faculty member at several colleges in California and spent time as an Assistant Professor at USU. Julio has also spent time in industry and has experience working in several different roles and at a variety of companies.

School of Business, Entrepreneurship, & Professional Education

Anna Truss - Computer Science

Anna Truss is the CIS Faculty at Edmonds College. She is a seasoned professional in the fields of web development and digital forensics, with over two decades of experience bridging the technical and investigative aspects of information technology. She began her career as a web developer, where she honed her skills in creating user-centric, responsive websites. Her expertise encompasses a wide range of programming languages, including HTML, CSS, JavaScript, and PHP, as well as experience with popular content management systems like WordPress, Drupal and Joomla.

Driven by a passion for cybersecurity and digital investigations, Anna transitioned into the realm of digital forensics. In this capacity, she has worked extensively in the collection, analysis, and preservation of digital evidence. Her work has supported both private sector and law enforcement agencies in solving complex cybercrimes and understanding digital footprints. Anna also worked for Deloitte & Touche as an Incident Response Manager prior to joining Edmonds College.

Anna is a volunteer and training for IACIS, where she is a chair/developer/trainer for the Applied Scripting Forensics Techniques course and a developer/trainer for the Mobile Device Forensics course. She also teaches cyber security, web development and scripting courses at several colleges.

Anna's academic journey began at Edmonds College, where she earned Associate of Science (AS) in Computer Science and Associate of Technical Arts (ATA) in Information Security and Digital Forensics degrees. Subsequently, she advanced her education at Excelsior University, securing a Bachelor's degree in Information Technology and a Master's degree in Cybersecurity. This progression underscores her profound academic groundwork in her fields of expertise.

Throughout her career, Anna has demonstrated a unique ability to adapt to the rapidly evolving tech landscape, making her a valuable asset in any investigative or development team. Her work has not only contributed to safer digital environments but has also paved the way for innovative approaches to understanding and utilizing digital data. Anna continues to share her knowledge through workshops and seminars, inspiring the next generation of web developers and digital forensic investigators.

Dr. Yoon Han - Accounting

Yoon Shik Han, DBA, MBA, CPA, CGMA, CFE is an Accounting Faculty at Edmonds College. Since 2006 at three universities, he taught Auditing, Principles of Accounting, Financial Accounting, Intermediate Accounting, Managerial Accounting, Advanced Accounting in both US GAAP and IFRS. He also taught Internal Auditing, and Fraud Examination for electives.

Prior to arriving in Edmonds College, he taught at Bemidji State University, MN and KIMEP University in Almaty, Kazakhstan, Sogang Graduate School of International Studies in Seoul, Korea, and enjoyed a successful career as

a CEO of investment advisory companies specializing in private equity and corporate restructuring. He started his career as an auditor with Deloitte & Touche in NY until he moved to a controller position with one of his clients in California. After he came back to Korea, he worked for Samsung Group as an executive staff of Chairman and for POSCO group as a venture capitalist before he was scouted as a CEO of Corporate Restructuring Company (CRC) of Aju Group. He also established his own investment advisory company with his partners and investors. Therefore, he has a wealth of perspectives as an auditor, preparer, and user of financial statements, with substantial experiences in diverse finance and investment sectors.

He is an active member of the California Society of CPAs and Association of Fraud Examiners. He completed his doctoral degree in Accounting at Metropolitan State University in St. Paul, MN and MBA at Rutgers, The State University of New Jersey in the USA. He completed his first degree at Yonsei University in Seoul, Korea. His dissertation was "Infusing Data Analytics into Accounting Programs."

Library Resources Division

Sarah Gray - Library

Sarah Gray is the Systems and Collections Librarian at Edmonds College Library. Born and raised in Seattle, Washington, she received her graduate education in Honolulu, Hawai'i and honed her library skills at Windward Community College in Kāne'ohe, Hawai'i while serving students of the Ko'olau region of O'ahu Island. She holds a Bachelor of Arts in Psychology from the University of Washington and a Master of Library and Information Science from the University of Hawai'i at Mānoa. She brings ten years of academic library reference, instruction, systems, and collection management experience to her work at Edmonds College.

Sarah is driven by her mission to reduce barriers to accessing information, particularly for students from historically excluded groups. She finds library work to be incredibly interesting and rewarding, and firmly believes every student should be treated with kindness and respect. Her professional interests include examining how library systems and technology impact information finding and retrieval, and analyzing data in order to improve the library experience for users. In her free time, she enjoys sewing, thrifting, roller skating, and hiking (weather permitting).

**RESOLUTION #26-4-1
APPROVAL OF TENURE**

WHEREAS, the State Legislature, in RCW 28B.50.850, has vested the authority and non-delegable duty of granting faculty tenure to the Board of Trustees; and

WHEREAS, the appointment review committees have met their responsibilities under the law and the negotiated collective bargaining agreement to review the appointments of the faculty members listed below; and

WHEREAS, the appointment review committees have recommended that tenure status be granted to Lily Fox, High School Completion; Nina Kunimoto, Sociology; Jennifer Casperson, Nursing; Jackie Sheppard, English Language Acquisition; Julio Garibay, Computer Science; Anna Truss, Computer Information Systems; Yoon Han, Accounting; and Sarah Gray, Library; and

WHEREAS, Lily Fox, Nina Kunimoto, Jennifer Casperson, Jackie Sheppard, Julio Garibay, Anna Truss, Yoon Han, and Sarah Gray have provided electronic tenure packets to the Board for their consideration;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees grants tenure status to Lily Fox, Nina Kunimoto, Jennifer Casperson, Jackie Sheppard, Julio Garibay, Anna Truss, Yoon Han, and Sarah Gray and welcomes them to tenured faculty positions at Edmonds College.

Dr. Courtney Wooten, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh

BACKGROUND

CONSIDERATION OF CONTINUING TENURE PROBATIONARY STATUS

Subject

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

Background

The Board of Trustees is required to decide whether or not to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year.

According to *Article 4.1.1 - Tenure* in the Faculty Collective Bargaining Agreement, the purpose of tenure is to protect academic employee employment rights and academic employee involvement in the establishment and protection of these rights, and to define a reasonable and orderly process for the appointment of academic employees to tenure status and for the non-renewal of probationary academic employees. This Article follows the definitions and conditions set out in RCW 28B.50.850 through 28B.50.869 for faculty tenure as it now exists or is hereafter amended.

Additionally, as outlined in *Article 4.2.6 - Duties and Responsibilities* in the Faculty Collective Bargaining Agreement, the general duty and responsibility of the Appointment Review Committees shall be to evaluate the probationers, to advise them of their strengths and weaknesses, and to develop with them programs to overcome their deficiencies. The evaluation process shall place primary importance upon the probationer's effectiveness in the appointment. The Appointment Review Committee shall be responsible for making a recommendation, in accordance with the procedures in Sections 4.2.11 and 4.3.2 as to whether the probationer shall be granted tenure, be given an additional probationary year, or be terminated by the non-renewal of his/her probationary status.

The Appointment Review Committees for each of the probationers listed below have evaluated them and recommended to the President that they be given an additional probationary year.

Second Year Appointments

Moni Mungin (Construction Management)
Ashley Pickard (Anthropology)
Elaine Monroe (Allied Health Education)
Heather Peterson-Bruno (Early Childhood Education)
Rachel Zhang (Nursing)
Mindy Moos (English Prep)

First Year Appointments

Denise Shafer (High School Completion/EdCAP)
Bahram Zahir (Information Technology Application Development)
Michael Fong (Horticulture)
Audrey Garcia (Business Management)
Jenny Lazo (Business Management)
Elizabeth Cunningham (English)
Vinh Nguyen (Math)
Amy Lynn (Nursing)

Recommendation

The administration recommends that the Board of Trustees renew the first and second year probationary appointments as presented at the March 12, 2026 meeting, at the April 9, 2026 meeting.

BIOGRAPHIES FIRST YEAR PROBATIONERS - TENURE TRACK

School of Academic Foundations

Denise Shafer - High School Completion/EdCAP

Denise Shafer is a full-time instructor in the School of Academic Foundations. She has been serving as an Associate faculty member at Edmonds College for the past twenty years, teaching in both the School of STEM and the School of Academic Foundations. Before teaching at Edmonds, she was a middle school teacher and played a critical role in the creation of the Center High School in Seattle.

Denise received her Bachelor's degree from California State University Long Beach in mathematics. During her last quarter there she was offered the opportunity to teach a pre-calculus course and she knew from then on, that teaching was her calling. She went on to earn her Master's degree in Education and her K-12 teaching certificate in math and Spanish from Western WA University. While at Edmonds College she has served on the Faculty Senate, the Equity and Inclusion Committee, was a facilitator of the Climate Justice Institute and was the Co-Chair of the Associate Faculty Committee. She is currently the co-chair of the Environmental Justice Committee (a position she has held for the last two years) in which she helped bring Resilient Earth, Resilient Communities, a National Science Foundation exhibit to the campus and community. Currently, she is working with the State Department of Fisheries and Wildlife to bring a fish tank to campus to incorporate in science classes to raise salmon from eggs to release into the wild in the Spring.

School of Business, Entrepreneurship, & Professional Education

Michael Fong - Horticulture

Michael Fong is a horticulturist, curator, and educator whose fascination with plants began in childhood, when he first germinated beans in empty Tic Tac containers lined with moistened paper towels. By the age of nine, he put up his first greenhouse, setting in motion a lifelong commitment to botany, plant conservation, and education. Over his career, he has managed diverse collections of more than 2,500 species across 20,000+ square feet of greenhouse space, developed Integrated Pest Management strategies, and created public exhibits ranging from orchids and carnivorous plants to ethnobotanical displays and the famed corpse flower. His previous roles include Greenhouse Manager and Horticulturist at Sacramento State, Curator at Amazon's Spheres, and Assistant Director of Natural Science Labs at Cascadia College.

Michael's research includes co-authorship on nickel hyperaccumulation in *Streptanthus polygaloides* (*Plant Ecology and Diversity*). Beyond the classroom and greenhouse, he spends much of his time hiking, camping, foraging, and taking road trips to document rare and unusual plant collections—bringing these experiences back to inspire botany, horticulture and biology students alike.

Bahram Zahir - Information Technology Application Development

Bahram Zahir received his bachelor's degree in electrical engineering from Sharif University of Technology in Tehran. He continued his academic journey at the Grenoble Institute of Technology (INPG), where he earned a master's degree in signal processing, followed by a doctorate in communications and electronics from Telecom Paris-Tech.

Bahram is a published author and holds a U.S. patent. He is also a senior member of the Institute of Electrical and Electronics Engineers (IEEE), reflecting his strong technical background in research and engineering.

Transitioning to the private sector, Bahram has built a career in data science at prominent companies, including Microsoft, Facebook, Nortel Networks, and Providence. Demonstrating a strong entrepreneurial spirit, he has been the co-founder and Chief Technology Officer at Hivva Technologies. In addition to his corporate and consulting work, he is a dedicated educator who has taught at several universities, including the University of Ottawa and the University of Washington, the University of Kurdistan, and currently serves as a Professor at Edmonds College and leads the Information Technology Application Development Program.

Jenny Lazo - Business Management

Jenny Lazo, MBA, brings over 20 years of professional business and marketing experience and a dynamic, student-centered teaching approach to Edmonds College, where she teaches within the School of Business & Entrepreneurship, focused on the Business Management program.

Jenny began her academic journey at Shoreline Community College, where she first developed her passion for higher education and student development. She later built an extensive corporate career that included leadership roles at Amazon and deep experience in brand strategy, digital marketing, and business development—expertise she now brings directly into the classroom.

At Edmonds College, she teaches Principles of Marketing, Intro to Business, Personal Finance, and IBEST Business 101, supporting students through an integrated, career-aligned learning model. She integrates applied projects, collaborative breakout sessions, and career-focused assignments that prepare students for today's competitive business landscape. Jenny is especially passionate about helping students identify which areas of business most interest them—whether marketing, entrepreneurship, operations, finance, or management—and guiding them toward career paths that align with their strengths and long-term goals.

In addition to her teaching and consulting work, Jenny plans to pursue a PhD in Educational Leadership to further expand her impact in higher education and continue advancing student-centered innovation in business education.

From a personal perspective, Jenny is passionate about mindfulness and wellness. She is a certified yoga instructor and integrates principles of balance, resilience, and intentional growth into both her professional and academic life, modeling sustainable success for her students.

Audrey Garcia - Business Management

Audrey Garcia is a full-time instructor in the Business program at Edmonds College. She previously taught part-time in higher education for five years before transitioning into full-time academia. She brings over a decade of professional experience from both the big-tech sector (Amazon) and the clinical corporate environment (Seattle Children's), where she worked in HR, compliance, and organizational operations. Audrey's industry background informs her teaching, and she is deeply committed to helping students apply course concepts in meaningful ways. She regularly incorporates group case studies, scenario-based exercises, and practical problem-solving activities to ensure students immediately practice what they learn. Audrey teaches a range of Business, Management, and HR-related courses in multiple delivery modes, including onsite, online, and hybrid.

Audrey holds an MJ-LEL from Tulane University Law School, where she developed a strong foundation in business law and employment related issues. Prior to law school, she completed her undergraduate studies with a focus on communication and workplace dynamics. Drawing from both her legal training and corporate experience, Audrey emphasizes real-world application, ethical decision making, and

organizational effectiveness in her classes. She is actively engaged in supporting student success through monthly check-in meetings, individualized guidance, and frequent communication on assignments to help students stay on track and build confidence in their professional skills.

School of Humanities and Social Sciences

Elizabeth Cunningham - English

Elizabeth Cunningham was born in South Carolina and raised in Italy and Florida. She holds a Ph.D. in English Literature and Creative Writing from the University of Georgia, an M.F.A. in Creative Writing from the University of Iowa Writers' Workshop, and a B.A. in English from the University of South Florida. Her fiction, nonfiction, poetry, and image-based work has appeared in *Colorado Review*, *The Nation*, *Poetry Review*, *Poetry London*, *The Gettysburg Review*, *ZYZZYVA*, and other publications. She is the author of several books, most recently the poetry-photography collection, *Field Notes*, which was published by River River Books in 2025. Prior to joining Edmonds College, she was a Continuing Lecturer at the University of California, Merced. She lives with her partner Matthew and their cat Ophelia.

School of Science, Technology, Engineering, and Mathematics

Vinh Nguyen - Mathematics

Vinh Nguyen is a full-time instructor in the Math Department at Edmonds College, beginning in the Fall 2025 quarter. Bringing a decade of prior full-time experience as a Tenure-Track Math Professor at Van Lang University (2005-2015), Vinh instructs a comprehensive range of mathematics courses across various modalities, including onsite, online, and hybrid formats. Her recent experience also includes serving as an Associate Faculty member in both the Math Department (2018-2025) and the Business Department (2024-2025) at Edmonds College, as well as an Adjunct faculty member at Seattle University (2023-2025). Notably, Vinh is a former Edmonds student, she took English as a Second Language course in Fall 2017.

Vinh's passion for teaching mathematics began at a young age, leading her to graduate from the Math gifted program in high school. She pursued this interest academically, completing her Bachelor's degree (Math Major) at Hue University of Education, and later her Master's degree (Math Major) at Ho Chi Minh University of Education while teaching at Van Lang University. Dedicated to professional growth, she is currently participating in the Academy for New Faculty at Edmonds to further refine her instructional skills. Furthermore, Vinh is a contributor to an innovative project with Katrina Lefrancois-Hanson and Emily McGee, leveraging AI to develop a method for making hand-written work, especially challenging math formulas and shapes, more accessible. The team has already successfully identified a working solution and is currently exploring additional applications before introducing it to the Math Department.

School of Healthcare and Human Services

Amy Lynn - Nursing

Amy Lynn is a full-time instructor in the Nursing Department. This is her first quarter teaching at Edmonds College. She has experience as an associate faculty at Everett Community College, a preceptor at Swedish Edmonds Emergency Department (ED), and on-call clinical educator at Continuum Care Hospice. Amy has a wide variety of healthcare experience to draw from; including that of an Emergency Medical Technician, Paramedic, Flight Medic, acute care nursing, and home hospice nursing. Amy teaches a full range of Nursing and Allied Health courses at Edmonds and in a variety of modes (onsite, online, and hybrid). Amy prepared and presented at the Fall Teaching and Learning Day, sharing her knowledge and experience with promoting mental health and self-care within the classroom environment.

Amy received a BA in Philosophy: Religious Studies at Central Washington University which laid the foundation of seeing alternate perspectives and enabling her to see both her patients and her students from a wider lens than otherwise possible. Amy then earned a BS in Paramedicine from Central Washington University which began the foundation for her work in healthcare. She went on to earn her MA in Adult Education, followed by

an ADN at Everett Community College where she began her nursing career as an Emergency Department RN at the local Swedish Edmonds hospital. Amy then earned an MN in Nursing Education from the University of Washington - Bothell. She is currently an Assistant Cubmaster for Lake Stevens Pack 42 with Mountbaker Council and volunteers with Marysville School District, working with her children's teachers on classroom activities and with the school to help provide resources for children in need.

BIOGRAPHIES SECOND YEAR PROBATIONERS - TENURE TRACK

School of Academic Foundations

Mindy Moos - English Prep

Dr. Mindy Moos is a full time instructor in the English Prep department. She previously worked as a dual enrollment instructor at Columbus State Community College, Ohio Dominican University, and Central Ohio Technical College. Additionally, Mindy was a full time instructor at Ohio University and taught middle and high school English classes for 20 years. All of this experience included working with students and holding leadership roles. Mindy teaches a range of precollege classes at Edmonds College and in a variety of formats (in person and hybrid).

Mindy received her AS in Humanities from Corning Community College. She went on to receive a BA in English from Alfred University, a Masters in English Education from the State University of New York at Buffalo, and her Doctorate in Educational Leadership from the University of Dayton. Mindy holds teaching certification in New York and Ohio and was granted Tenure at Triad School District. She is currently on the Faculty Senate Equity and Inclusion Committee as well as the Student Conduct Committee and Data Team for EDCAP Improvement. She is a member of the Academy for New Faculty and the TakeOff Men of Color Book team. In addition to several peer reviewed publications and numerous conference presentations, Mindy received the University of Dayton Research Showcase Award.

School of Humanities and Social Sciences

Ashley Pickard - Anthropology

Ashley Pickard earned her undergraduate degree in Political Science and Historical Theology from Pacific Lutheran University. Following her undergraduate studies, she decided to pursue her lifelong passion for archaeology by enrolling in an Archaeology Lab Methods course at Edmonds College, where she discovered her love for the discipline. This experience inspired her to participate in several archaeological field schools and complete a professional certificate in GIS (Geographic Information Systems) before pursuing a master's degree. Before her master's program, she worked as an Anthropology Field and Lab Technician at Edmonds College, contributing to a range of projects and building expertise in Anthropological methods.

Ashley earned her M.A. in Archaeology and Heritage from the University of Leicester in the United Kingdom. Her research focused on water resource management in the Caribbean and the intersection of natural disasters and archaeology. Since joining Edmonds College as a faculty member in 2019, Ashley has taught in both the Diversity Studies and Anthropology departments and has served as Anthropology Department Chair. She has been actively involved in faculty development initiatives, including the Faculty Professional Development Academy and the Climate Justice Institute. Ashley is passionate about bringing archaeology to life for her students and community and is excited to host a new archaeological field school this summer at the Japanese Gulch site in Mukilteo, Washington.

Ashley lives in Edmonds Washington, with her husband and dachshund, Dewey.

School of Healthcare and Human Services

Rachel Zhang - Nursing

Rachel (Zhe) Zhang holds a BSN and a MSN from Western Governors University. As a registered nurse, she has worked in the cardiac telemetry unit and is still working in the Cardiac Catheterization Lab at a local hospital. Rachel has served the public through multiple vaccination events during the Covid-19 pandemic. Before coming to Edmonds College, Rachel taught part-time in an RN program as a clinical instructor. She also had 10+ years of education experience at a university in her home country, China.

Rachel is our new full-time tenure-track faculty member starting in Fall 2024. She teaches clinical and lab courses in our new curriculum with the first-year cohort. While pursuing her tenure track, she is committed to the New Faculty Academy to advance her teaching skills and learn ways to serve the community.

Elaine Monroe - Allied Health Education

Elaine Monroe is a full-time faculty member of the Allied Health Education department with a specialty in Medical Assisting.

Elaine holds a Bachelor of Science in Healthcare Management and a Master of Education in Education Technology and Instructional Design. She is also a Certified Medical Assistant with the American Association of Medical Assistants and is licensed through the Washington State Department of Health.

She was initially brought on as associate faculty for the Medical Assistant program in the fall of 2023 and has been committed to providing excellent educational outcomes since 2020. With over a decade of clinical experience in multi-specialty healthcare settings, Elaine brings comprehensive industry knowledge to her teaching. Her background includes roles as an Adjunct/Associate Faculty in Medical Assistant programs, Clinic Operations Supervisor, and Certified Medical Assistant. In these roles she has worked closely with clinical educators and schools to create successful programs and talent pipelines for aspiring healthcare professionals.

Elaine's passion lies in mentoring and developing healthcare professionals, from beginners to those advancing their careers. She focuses on identifying students' individual learning needs and making appropriate adjustments to help them master topics and skills. Elaine believes that student-focused learning is essential for positive patient outcomes.

Heather Peterson Bruno - Early Childhood Education

Heather Peterson-Bruno is a full-time instructor in the Early Childhood Education Department, and was an Associate faculty member for 7 years before that. She has an Associate Transfer Degree in Sociology from Lane Community College, a Bachelor of Arts in Early Childhood and Family Studies from the University of Washington, and a Master of Science in Inclusive Early Childhood Education with a specialization in Infant and Toddler Mental Health from Portland State University.

Before teaching at Edmonds College, Heather worked in the Early Childhood Education field for over 30 years as an Early Childhood Educator, an Early Interventionist, as a Program Supervisor and as a Director. Heather teaches a wide range of classes in online and flexible (hy-flex) formats, is a Practicum Instructor and an advisor for the ECE program. Heather is a member of the National Association for the Education of Young Children, the National Association of Early Childhood Teacher Educators and Associate Degree Early Childhood Educators.

School of Business, Entrepreneurship, and Professional Education

Moni Mungin - Construction Management

Mungina "Moni" Mungin is the newest full-time, tenure-track faculty in the Edmonds College Construction Management department, having served as an associate faculty member since 2021.

Ms. Mungin has over a decade of work experience in infrastructure fields like oil and gas, electric utilities, telecommunications, and supply chain operations. Her experience reflects work in complex, unseen systems that power homes and businesses. Ms. Mungin has used her expertise in consulting with numerous businesses, from small specialty construction firms to large enterprises (like Microsoft and PG&E). Furthermore, she has assisted companies in reimagining and rebuilding adult learning programs. In this work, she's helped create technical education programs, launch learning platforms, and streamline how learning materials are produced for adult learners. To accomplish this, she has held distinct roles, such as project manager, instructional designer, and e-learning consultant.

Ms. Mungin received her Bachelor of Science degree in Technical Communication from the College of Engineering at the University of Washington. She has had additional undergraduate studies in construction management and occupational safety and health. Additionally, she has related graduate studies in change leadership through the City University of Seattle. The consummate teacher-learner, Ms. Mungin, has been active on the Edmonds College Construction Management Industry Advisory Board (IAB) and Construction Management Student Association (CMSA). She also liaises with the Master Builders Association of King and Snohomish Counties.

**RESOLUTION #26-4-2
APPROVAL OF CONTINUING TENURE PROBATIONARY STATUS**

Second Year Appointments

Moni Mungin (Construction Management)
Ashley Pickard (Anthropology)
Elaine Monroe (Allied Health Education)
Heather Peterson-Bruno (Early Childhood Education)
Rachel Zhang (Nursing)
Mindy Moos (English Prep)

First Year Appointments

Denise Shafer (High School Completion/EdCAP)
Bahram Zahir (Information Technology
Application Development)
Michael Fong (Horticulture)
Audrey Garcia (Business Management)
Jenny Lazo (Business Management)
Elizabeth Cunningham (English)
Vinh Nguyen (Math)
Amy Lynn (Nursing)

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

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

WHEREAS, the respective appointment review committees have met their responsibility under the negotiated agreement to review the appointments of those named above and recommend renewal of the tenure probationary contracts of Denise Shafer, Bahram Zahir, Michael Fong, Audrey Garcia, Jenny Lazo, Elizabeth Cunningham, Vinh Nguyen, Amy Lynn, Moni Mungin, Ashley Pickard, Elaine Monroe, Heather Peterson-Bruno, Rachel Zhang, and Mindy Moos;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees renews the tenure probationary contracts of Denise Shafer, Bahram Zahir, Michael Fong, Audrey Garcia, Jenny Lazo, Elizabeth Cunningham, Vinh Nguyen, Amy Lynn, Moni Mungin, Ashley Pickard, Elaine Monroe, Heather Peterson-Bruno, Rachel Zhang, and Mindy Moos.

Dr. Courtney Wooten, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh

**BACKGROUND
PROFESSIONAL LEAVE REQUESTS FOR
2026-2027 ACADEMIC YEAR - TENURED FACULTY**

Subject

Board of Trustees consideration of faculty professional leave requests for the 2026-2027 academic year.

Background

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

The agreement states that each professional leave recipient will receive 100 percent of the employee's step placement during the period of time he or she is on professional leave.

A synopsis of each faculty member's leave proposal is included following this background statement.

The Professional Leave Committee recommended to the President that the following faculty members receive leave:

| <u>Faculty Member</u> | <u>Professional Leave Recommended</u> |
|-----------------------|---------------------------------------|
| Tucker Howie | 1 quarter of professional leave |
| Patrick Kolanda | 1 quarter of professional leave |
| Scott Haddock | 1 quarter of professional leave |
| Minh Carrico | 1 quarter of professional leave |
| Jennifer Inslee | 1 quarter of professional leave |

Recommendation

The administration recommends that the Board of Trustees consider the requests above for faculty professional leave for the 2026-27 academic year at the March 12, 2026 meeting and approve the requests at the April 9, 2026 Board of Trustees meeting.

BACKGROUND

2026-2027 Professional Leave Applicant Proposal Synopsis

Dr. Tucker Howie, Full-time Faculty, Engineering

Dr. Howie writes: My plan for the leave would be to create the online homework problem sets for engineering classes in the free WAMAP online homework system. I would be creating somewhere between 16-18 homework sets, each with approximately 4-8 problems for the classes listed below. The process of creating problems is fairly involved, as it includes writing the problem description, generating necessary diagrams, creating the solution for the problem, programming the mathematical steps needed for the solution into WAMAP, verifying the code works properly, and then adding randomization to provide more variations of the problems for students to work. In one quarter, I believe I could complete the problem sets for 2 classes, with a focus on ENGR 224 and 201, which the Engineering department has agreed are the classes that most need WAMAP problems developed for them. I do have some previous problems that I can reference and modify, so that will reduce some of the burden of generating the problem ideas, but I will need to complete the rest of the steps on my own.

Patrick Kolanda, Full-time Faculty, Construction Management

Professional leave benefiting the Construction Management Program at Edmonds College is needed as our industry knowledge needs updating. The specific knowledge that the program is lagging most in is estimating costs, current procedures and current estimating software use. The professional leave requested will address that update. The costs and software focused on in the program are twelve years out of date at a minimum, and some of it is much worse. Much has changed in that time in terms of labor, materials, and overhead costs. Additional changes have happened in the procedural aspects of bid submission and client expectations. This impacts the industry in all major areas: Heavy Commercial, Light Commercial, Multi-use, high-end residential, and standard residential. To properly update miscellaneous costs, all aspects of the industry should be approached and analysed. Contacts of former students, former colleagues, current contacts, industry leaders etc. will be used in this project. The interviews and research to be done largely at the interviewees' places of business.

Scott Haddock, JD, Full-time Faculty, Paralegal

This professional leave proposal is a programwide initiative designed to strengthen the Edmonds College Paralegal Program as a whole. The deliverables are structured for adoption across the curriculum by program faculty and for consistent benefit to students in both required/core and elective coursework. Deliverables will include: (1) a programwide AI competency framework with clear ethical guardrails, disclosure expectations, and verification standards, (2) a reusable LEGAL 100 module establishing baseline AI literacy and academic integrity expectations for paralegal students, (3) course-ready AI learning modules and redesigned signature assessments for the five required/core courses, (4) reusable AI-focused learning objects and updated resources for six electives that are especially impacted by AI in the legal workplace, (5) updated editions of my open educational resource textbooks for LEGAL 205 (Civil Procedure), LEGAL 240 (Contracts), LEGAL 247 (Intellectual Property), and LEGAL 260 (Business Organizations) aligned to programwide standards.

Minh Carrico, Full-time Faculty, Visual Communications and Photography

Minh Carrico writes: I'm seeking technology training with Adobe Creative Cloud applications: Photoshop, InDesign, Illustrator, Bridge, Lightroom, Portfolio, Premiere, and Figma. The School of Visual Concepts (SVC) in Seattle, WA offers 4-6 week in-person classes with the aforementioned applications. Training includes updating my current skills, exploring artificial intelligence tools, and learning advanced functions. Second, I want to engage in professional development training for educators who work with neurodiverse students. Cascadia Training offers a series of in-person and online training for counselors, medical professionals, and educators to become neurodiverse-affirming practitioners. Lastly, I have been working on two long-term community service learning projects with Seattle non-profits: The Wing Luke Asian Art Museum (WLAAM) and Friends of Little Saigon (FLS). The WLAAM invited me to fully redesign a 1600 square foot art gallery in 2024. The second phase of this multi-year project is scheduled to begin in spring 2026. My role includes designing three dimensional interactive displays, overseeing the fabrication of the aforementioned displays, coordinating with art curators in developing content for display and designing the exhibition information graphics. FLS has commissioned me to develop curriculum, coordinate with business leaders, and recruit community members for developing a series of professional development workshops for entrepreneurs working in the Little Saigon neighborhood.

Jennifer Inslee, Full-time Faculty, English

Jennifer Inslee writes: I seek to answer important questions that are endemic to my daily work and interactions as a college composition instructor who is now teaching almost exclusively Gen Z Running Start students between the ages of 16-18:

- How are Gen Z students generally distinct as the first generation born into smart phone culture and a largely online social existence?
- How have the forces of COVID lockdowns and unprecedented social media use culminated in what the former surgeon general has termed a "loneliness epidemic" for young people?
- Why do Gen Z students often seem to resist reading for school, and how does that impact their motivation and retention of information?
- What can I change about my pedagogy to more effectively motivate and engage Gen Z students?
- Where in my courses can I incorporate data and information about Gen Z in college and generational differences in the workplace?

**RESOLUTION #26-4-3
PROFESSIONAL LEAVE REQUESTS FOR
2026-2027 ACADEMIC YEAR - TENURED FACULTY**

WHEREAS, the Board of Trustees of Edmonds College District 23 has a policy for consideration and granting of professional leaves for faculty; and

WHEREAS, the Board of Trustees is committed to the continued professional growth of the Edmonds College faculty even in difficult financial times; and

WHEREAS, the college grants professional leave to full-time faculty, compensated at a rate of 100% of the individual employee's step placement; and

WHEREAS, the recipients of professional leave must submit a one-page, written summary to the Board of Trustees at the end of the quarter following their leave (excluding summer quarter);

WHEREAS, at their March 12 meeting, the Board of Trustees considered the list of faculty who have been recommended by the administration for professional leave for the 2026-27 academic year and also received a synopsis of the candidates' leave proposals;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Edmonds College awards professional leave to the following faculty:

| <u>Faculty Member</u> | <u>Professional Leave Approved</u> | <u>Annualized FTEE</u> |
|-----------------------|------------------------------------|------------------------|
| Tucker Howie | one quarter | .333 |
| Patrick Kolanda | one quarter | .333 |
| Scott Haddock | one quarter | .333 |
| Minh Carrico | one quarter | .333 |
| Jennifer Inslee | one quarter | .333 |

Dr. Courtney Wooten, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh

BACKGROUND

Student Government Budget Revisions

Subject

First consideration of Student Government Approved Budget Revisions.

Background

Per [RCW 28B.15.045](#), services and activities fees are paid by students as part of their tuition, for the express purpose of funding student services and programs. The Financial Code of the Associated Students of Edmonds College (ASEC) lays out the process for how the collected funds are allocated, which is done via a fee budget developed each year by the ASEC Services & Activities (S&A) Fee Committee. Any monies collected that are not spent go into a fund reserve.

Per [RCW 28B.15.045](#), the S&A Fee Budget is approved by the Board of Trustees based on recommendations from the S&A Fee Committee, as first approved by the administration.

At its June 10, 2025 meeting, the Board of Trustees approved the current year S&A Fee Budget totalling approximately \$2M, of which approximately \$1.5M was funded by this year's S&A fees, and approximately \$500K was funded from the Campus Project Reserve Fund, which held \$2.1M as of July 1, 2025.

While ASEC presents its annual Services and Activities Fee budget to the Board of Trustees for approval each year, at times the Board-approved budget requires revisions.

RCW 28B.15.045 allows for budget revisions, but mandates that the administration provide written justification to both the S&A Fee Committee and the Board of Trustees, both of whom must give their express approval.

The following budget revisions for the 2025-26 year, presented here for the Board of Trustees' approval, are proposed by the ASEC Executive Board, having been previously approved by the S&A Fee Committee:

Proposed Revisions to Approved 2025-26 Fee Budget:

1. Resident Assistants Budget Line

- **Increase in Funding:** \$8,472 (from \$46,224 to \$54,696)
- **Rationale:** The Housing department requested an additional \$8,472 to cover rent fees for four Resident Assistants, which was originally underbudgeted. ASEC Executive Board approved this request at their February 24, 2026 meeting.
- **Funding Source:** Existing unallocated reserve fund budget line (\$76,155 in FY26 budget)

2. Concert Band Budget Line

- **New Funding:** \$6,150
- **Rationale:** Concert band faculty requested funding to cover sheet music, rental for quarterly concerts, and equipment transportation costs, along with faculty guest artist fees. No funds were allocated to the Concert Band in the original FY26 Budget. ASEC Executive Board approved this request at their October 1, 2025 meeting.
- **Funding Source:** Existing unallocated reserve fund budget line (\$76,155 in FY26 budget)

3. ASEC Executive Board Budget Line

- **Increase in Funding:** \$20,590 (from \$112,628 to \$133,218)
- **Rationale:** Covering travel costs for a student delegation to visit Washington D.C. to meet with legislators. ASEC Executive Board approved this request at their January 27, 2026 meeting.
- **Funding Source:** Existing unallocated reserve fund budget line (\$76,155 in FY26 budget)

New Reserve-funded Request

4. Rainier Place Furniture Replacement

- **New Funding:** \$450,993
- **Rationale:** Housing staff requested \$450,993 to replace furniture and countertops in Rainier Place that were in significant disrepair. ASEC Executive Board approved this request at their October 8, 2025 meeting.
- **Funding Source:** Campus Project Reserve Fund

Recommendation

The administration recommends that the Board of Trustees approve the S&A Fee Budget revisions listed above, first presented at the April 9, 2026 Board of Trustees meeting, with the understanding that further S&A Fee Budget revision requests may be made prior to the second consideration at the June 16, 2026 meeting.