

The Board of Trustees of Everett Community College held a regular meeting on March 16, 2021 virtually through ZOOM.

Board Chair Dr. Betty Cobbs called the meeting to order at 5:00 p.m.

Briefing by the President

Dr. Willis shared with the Board that in anticipation of re-opening the college in the near future, a COVID 19 task force was created, and they held their first meeting this past Friday. She will release more information at this Friday's Trojan Talk to the college about their charge.

Dr. Willis informed the Board that in the college's efforts to move forward with the strategic plan in the 5 Dimensions of Equity, the leadership team came together and created an anti-racism statement defining our goals as we move forward to becoming a more equitable institution. The leadership team sent out a video of this statement to the college community on Monday. Dr. Willis played the video for the Board and audience. The video can be found at:

<https://www.everettcc.edu/administration/president/office-president/leadership-team-statement>

Dr. Willis informed the Board that beginning in April, the college will try to do one session per month on anti-racism to begin to educate ourselves and our larger community, and to have conversations about race, racism and how that impacts what we do for students. We will use this information to help define the direction we will go as we look at equity as the centerpiece of our strategic plan.

Dr. Willis read a statement on anti-Asian hate crime that was sent out this morning to the college community.

Dr. Willis introduced Hannah Williams and Araceli Daza from ASB Executive Council. They presented a PowerPoint presentation to the Board on the Index Lawn Recreation Project. The presentation gave an overview of student funded projects that the members of the ASB Executive Council feel will enhance the Index space. The project included an open-air covered structure, sport court and a student greenhouse. The projects will be funded by the Student Campus Enhancement fee. The Student Campus Enhancement fee was approved by student vote in Spring of 2007. Students pay \$5.00 per credit for the first ten credits, not to exceed \$50 per quarter. The purpose of this fees is to upgrade non-instructional student spaces at EvCC. The demolition of Index Hall created a large open green space for campus use. Before COVID, students could be found playing volleyball, throwing a football and realizing on this space. Student LIFE often utilized this space for large events, such as the Fall Kick-Off and Spring Sling which featured live music and recreational entertainment. Due to COVID, students have had limited opportunities for on campus activities. As the college prepares to safely return more students to campus, we expect to see increased use of outdoor spaces for those social activities. These projects will aid in re-establish those opportunities while still adhering to health and safety guidelines. Post COVID, the students envision this space to be a vibrant feature on campus.

Roll call

Virtually present for the meeting were Trustees, Toraya Miller, Bob Bolerjack, Jerry Martin, Dr. Betty Cobbs and Mike Deller. Also present were President Dr. Daria Willis, Executive Assistants to the President Jeri Pourchot and Rita Belvill, Assistant Attorney General Leanne Foster, Dr. Cathy Leaker, Araceli Daza, Dr. John Olson, Shelby Burke, Pat Sisneros, Debbie Sarich, Dana Harker, Student Representative Hannah Williams, Faculty Senate Representative Mike Nevins, Faculty Union Representative Nina Benedetti, faculty, staff, students, administrators, and community members.

Reports from the Board

Trustee Toraya Miller reported that this morning she attended the ACT Trustee presentation titled, "Blood from a Turnip, College Budget Information for Trustees." She found the information helpful. The presenter gave some examples of what trustees should be thinking about when looking at the college budget. They addressed ideas such as refocusing from an insurance policy to future planning. This meaning, instead of thinking in terms of having a budget that we have to deplete by the end of the year, look at in terms of this is our future plan and setting goals that relates to the college's strategic plan. Forward thinking, planning and looking at it from a macro level.

Trustee Jerry Martin reported that he is the Trustee member on the LRC naming committee. The committee has met a couple of times now and have made some good progress with a number of names that have been presented. They are scheduled for another meeting on April 1 and will give an update at the next Board of Trustees meeting.

Trustee Bob Bolerjack reported that he, Hannah Williams, Dr. Willis and Dr. Olson have three more legislative meetings set up with members of our local delegation in the next couple of weeks. He shared that Hannah is doing a great job of giving the student's perspective of how important full funding is to the community colleges. They will continue to make the case for full funding of the systems request for both operating and capital budgets. He continued that he feels the revenues seem to be positive from terms of tax revenues and the fact that the latest federal stimulus package has been approved. He is hopeful that we will not have to sustain the kind of cuts that we were previously talking about.

Trustee Mike Deller reported out about the ACT Winter Conference. The meeting was held virtually and it was nice to connect with many of the other college trustees across the state. The highlight of the conference for him was, "Advancing the Equity Walk" with Tia Brown McNair. It kept everyone engaged, and reminded him of how EvCC was out front with diversity, equity and inclusion. But, we still have a ways to go. The presenter's theme was to take it from "talk to walk." Mike also reported that he and Bob were in a couple of good Audit meetings with the State Auditors, and there will be more information on that later in the agenda.

Chair Dr. Betty Cobbs reported that she was very impressed with the anti-racism statement video. It is wonderful to have the college leadership come out with a statement that represents what EvCC is all about. She stated that there has been a lot of discussion and planning around diversity, equity and inclusion at the state level. Dr. Cobbs reported that she is pleased to represent EvCC on the ACT DEI committee. The work is not easy when you start focusing on equity and inclusion, but it is exciting. The committee meets twice a month and have members from the State Board come in and provide information on what is happening at the state level and with the Presidents' group. The committee is

focused on strengthening the leadership by envisioning the life cycle of trustees through an equity lens. The scope of the work is divided into different sections such as trustee recruitment, selection, onboarding board policies and practices, training and development, and measures on accountability. Dr. Cobbs and Wally Webster from Edmonds are working on the accountability section. This committee is proposing to become a standing committee to continue the good work.

Consent Agenda

MOTION 01-03-2021 Trustee Toraya Miller moved for approval of the minutes from the January 19, 2021 Board of Trustees meeting as presented. Trustee Bob Bolerjack seconded the motion and the motion passed unanimously.

MOTION 02-03-2021 Trustee Jerry Miller moved for approval of the minutes from the February 16, 2021 Board of Trustees meeting as presented. Trustee Mike Deller seconded the motion and the motion passed unanimously.

Action Items

A. Review and take action on Tenure Recommendations for third-year tenure track faculty

Dr. Cathy Leaker, Vice President of Instruction, presented to the Board:

Per Section 8.70 of the faculty contract:

A. The appointing authority shall provide for the award of faculty tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding Summer Quarters and approved leaves of absence.

1. Provided, the appointing authority may award or withhold tenure at any time, after it has given reasonable consideration to the joint recommendations of the appropriate review committee and the College President.
2. The probationer shall be deemed to have been awarded tenure if no official notice is sent to the probationer by the last day of the probationer's eighth probationary quarter.
3. The probationary period may extend in accordance with RCW 28B.50.852.

Probationers recommended for tenure by appointment review committees:

Raylene Alexander, Aviation
Eihab El Radie, Computer Science
Jeff Fennell, Biology
Dana Harker, English
Kristina Jipson, English
Kimberly Lothyan, Business
Omar Marquez, Sociology
Steven Tobias, English
Alison Werling, TRIO

MOTION 03-03-2021 Trustee Bob Bolerjack moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Raylene Alexander. The motion passed unanimously.

- MOTION 04-03-2021** Trustee Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Eihab El Radie. The motion passed unanimously.
- MOTION 05-03-2021** Trustee Jerry Martin moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Jeff Fennell. The motion passed unanimously.
- MOTION 06-03-2021** Trustee Mike Deller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Dana Harker. The motion passed unanimously.
- MOTION 07-03-2021** Trustee Bob Bolerjack moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Kristina Jipson. The motion passed unanimously.
- MOTION 08-03-2021** Trustee Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Kimberly Lothyan. The motion passed unanimously.
- MOTION 09-03-2021** Trustee Jerry Martin moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Omar Marquez. The motion passed unanimously.
- MOTION 10-03-2021** Trustee Mike Deller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Steven Tobias. The motion passed unanimously.
- MOTION 11-03-2021** Trustee Bob Bolerjack moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, grant tenure to Allison Werling. The motion passed unanimously.

B. Review and take action on probationary contract for second-year tenure track faculty

Dr. Cathy Leaker, Vice President of Instruction, presented to the Board Per Section 8.70 of the faculty contract:

A. The appointing authority shall provide for the award of faculty tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding Summer Quarters and approved leaves of absence.

1. Provided, the appointing authority may award or withhold tenure at any time, after it has given reasonable consideration to the joint recommendations of the appropriate review committee and the College President.
2. The probationer shall be deemed to have been awarded tenure if no official notice is sent to the probationer by the last day of the probationer's eighth probationary quarter.
3. The probationary period may extend in accordance with RCW 28B.50.852.

Probationers recommended for contract renewal by appointment review committees:

Darin Chase, Machining
Rashi Goyal, Computer Science
Paula Krock, Education
Ryan Masinelli, Computer Information Systems
Tara Murphy, Cosmetology
Jacob Nanfito, Transitional Studies
Jennifer Olson, Biology
Amber Samaniego, Medical Assisting
Joseph Saxton, Economics
Lijiao Serven, Transitional Studies

MOTION 12-03-2021 Trustee Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, renew the probationary contracts for the second-year probationers Darin Chase, Rashi Goyal, Paula Krock, Ryan Masinelli, Tara Murphy, Jacob Nanfito, Jennifer Olson, Amber Samaniego, Joseph Saxton and Lijiao Serven. The motion passed unanimously.

C. Review and take action on probationary contract for first-year tenure track faculty

Dr. Cathy Leaker, Vice President of Instruction, presented to the Board Per Section 8.70 of the faculty contract:

Per Section 8.70 of the faculty contract:

A. The appointing authority shall provide for the award of faculty tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding Summer Quarters and approved leaves of absence.

1. Provided, the appointing authority may award or withhold tenure at any time, after it has given reasonable consideration to the joint recommendations of the appropriate review committee and the College President.
2. The probationer shall be deemed to have been awarded tenure if no official notice is sent to the probationer by the last day of the probationer's eighth probationary quarter.
3. The probationary period may extend in accordance with RCW 28B.50.852.

Probationers recommended for contract renewal by appointment review committees:

Corey Kline - Mathematics

Paul Miller - Mathematics

MOTION 12-03-2021 Trustee Bob Bolerjack moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and College President, renew the probationary contracts for the first-year probationers Corey Kline and Paul Miller. The motion passed unanimously.

D. Review and take action on College and Foundation Agreement

Dr. John Olson, Executive Director of Everett Community College presented to the Board the College and EvCC Foundation agreement which covers a variety of operational and financial provisions. At the Foundation Board meeting in February, the following revisions to the agreement were approved by the Foundation Board pending EvCC Board of Trustees approval of the same:

1. Change from II(4)a. “The Vice President for College Advancement shall serve as Executive Director of the EvCC Foundation and shall spend fifty per cent of his/her time on Foundation work.” to II(4)a. “The Executive Director of Government and Community Relations shall serve as Executive Director of the EvCC Foundation and shall spend seventy percent of his/her time of Foundation work.”
2. Change from II(4)b. “The College shall provide an additional 1/5 FTE staff in support of Foundation activities. The time allotted to the Foundation shall not be full-time for any College employee.” to II(4)b. “The College shall provide up to an additional 1.5 FTE staff in support of Foundation activities. The time allotted to the Foundation shall not be full-time for any College employee.
3. Strike section II(4)d – “As employees of Everett Community College, Foundation staff shall be hired and evaluated in accordance with College policies and procedures and Foundation bylaws.”
4. II(4)e becomes II(4)d
5. We will add names to the signature lines and a date of revision below the signature line

The effect of these changes will provide more flexibility to the College as the minimum staffing level requirement would be eliminated. The title change will align with current organizational structure, and the evaluation section will reflect actual practice (the Foundation by-laws are silent on evaluation).

MOTION 13-03-2020 Trustee Mike Deller moved that the Board of Trustees approve the updated College and Foundation Agreement as presented. Trustee Jerry Miller seconded the motion and the motion passed unanimously.

E. Review and take action on the Final Financial Report: July 1, 2019-June 30, 2020

Shelby Burke, executive director of finance, presented (virtually) to the Board the final Financial Report for July 1, 2019-June 30, 2020. This report was presented to the President and Board Audit Committee representatives on Friday, March 5, 2021 by the Washington State Auditor's Office. The final report has now been issued by the State Auditor's Office for the fiscal year 2020 (year end June 30, 2020) including the management discussion and analysis, auditor's report, the financial statements, and the accompanying notes and required supplementary information to the financial statements.

MOTION 12-03-2021 Trustee Bob Bolerjack moved that the Board of Trustees approve the Final Financial Report for July 1, 2019-June 30, 2020. Trustee Toraya Miller seconded the motion and the motion passed unanimously.

F. Review and take action on the IT Equipment COP

Shelby Burke, Interim Associate VP of Finance and Patrick Sisneros, VP of College Services presented a PowerPoint presentation to the Board on the need to enter into a Technology Certificate of Participation. This agenda item requests the Board to consider and authorize the President to enter into a Technology Certificate of Participation for up to \$1.5 million through the State Treasurer's Office. These funds would be used to purchase computer network infrastructure and other technology for across the campus. This investment is necessary to implement the Long-Range Technology Plan adopted by the Board in August 2020

MOTION 13-03-2021 Trustee Mike Deller moved that the Board of Trustees approve the authorization of the President to enter into a Technology Certificate of Participation as presented. Trustee Jerry Martin seconded the motion and the motion passed unanimously.

General Public Comments

There were no general public comments.

Reports to the Board

Exempt Union Representative

Kelsey Lindstrom apologized to the Board for being absent at the February 6, 2021 Board meeting, she was working in the campus food pantry and several people showed up who were not on her calendar causing her to miss the meeting. She reported that during contract negotiations, an MoU was bargained regarding a wage scale for exempt represented employees. No action has been taken on the MoU by either management or the union at this time. The union will be meeting on April 6, 2021 and will discuss how they wish to proceed.

Faculty Representative

Nina Benedetti congratulated her fellow faculty members on their tenure as well as those who were approved to continue to the next probationary level.

Nina mentioned Senate Bill 5194 and shared that it was passed last week and is now in the House. In its present form, the bill will expand student aid to students; especially undocumented students. It requires every community and technical college to have a strategic plan for diversity, equity and

inclusion, including how colleges will recruit and retain diverse faculty. It establishes 200 new full-time, tenure-track faculty positions throughout the CTC system utilizing part-time faculty budget and connecting it to the D, E, and I portion of this bill. And, it establishes a pilot program to expand mental health counseling within our CTC's.

Nina shared that it was brought to her attention last month that the funds AFT negotiated to help offset the amount of work faculty had to do to move their classes from face to face to-online due to COVID has been potentially taken from the general funds budget, and was not the intention of the AFT. The language provided in the COVID MoU was written to meet the parameters on the CARES Act funding and never intended to contribute in any way to further the college's deficit. She is uncertain where the breakdown in communication occurred, and wanted to make sure it was clear to the Board and entered into the minutes that in no way did they intend to hurt the budget. The union facilitated reducing the budget by halting requests for sabbaticals and agreeing to allow the tenured faculty who retire or no longer work at the college not to be replaced with another full-time faculty member for the life of this contract.

Nina shared with the Board a statement from a faculty member, but she feels also captures the content and sentiment that is being expressed by a number of faculty: "There are many committees the president is creating. None of them are communicating what they're doing or offering opportunities for faculty to give feedback on decisions they are making. What's the plan to ensure that the proposed committee will engage faculty outside of committee members?" Nina stated she is bringing this concern regarding communication up, and feels as though the administration is taking these concerns seriously and is making strides to rectify the issue of ensuring that dissemination of information and a pathway to hear faculty feedback is being worked on. She gave a shout out to Dr. Leaker who has done an excellent job of listening and brainstorming with her on ways they can better the communication between the faculty and administration.

Faculty Senate Representative

Mike Nevins expressed his gratitude to the Board for their approval of tenure to Steven Tobias. He sat on Steven's ARC and have worked with him on several projects. Mike also reminded the Board that Steven had been the Faculty Senate President a few years ago when he was an associate faculty member. He also thanked them for continuing Rashi Goyal's probationary status. He is on Rashi's ARC and thinks she is a high-quality instructor who is working to do some very cool things for the college, such as the Machine Learning Grant. He also thanked the Board for the continuation of tenure of Corey Kline and Paul Miller. He stated that they are important members of the mathematics department and the college is in serious need of more full-time faculty in that department. Mike mentioned how it has been a difficult year for new faculty members with the lack of physical closeness and trying to integrate themselves into the departments and college.

Mike shared the Faculty Senate met on 3/8/21. The faculty had a wide-ranging conversation in regards to Dr. Willis' response to the fall quarter Faculty Senate resolution about the protection of probationary faculty and the full-time to part-time faculty ratio at EvCC. The Senate discussed inviting Dr. Willis and possibly other administrators to a future Faculty Senate meeting. The general consensus was that it would be productive to have Dr. Willis attend a future meeting and about preparing for Dr. Willis' visit by collaborating on a set of questions that would be posed to her at the meeting. The Senate will work to facilitate the collection of these questions during the spring quarter. The Senate passed a motion unanimously to approve the Faculty Senate response to Dr. Willis, given the additional language of "*Specifically, we look forward to you sharing the questions you and Dr.*

Leaker are investigating this year, in order to help us prepare to engage in conversations about this important work." be added to the letter.

Mike also shared that there was conversation concerning the Faculty Senate being charged with curating, distributing, and evaluating administrative evaluations and other institutional health measures. This concept was presented as a way of collecting longitudinal data on, among other things, faculty morale and faculty opinion on the effectiveness of the administration and our institution as a whole. If implemented, this would help define the role of the Faculty Senate at EvCC and provide faculty a data-based foundation for making future decisions. The data sets that the Faculty Senate would consider include, but are not limited to: Administrative evaluations, faculty morale surveys, student success data, diversity measures, and BoT effectiveness. The Senate passed a motion unanimously that a working group will be formed to investigate the implementation of this concept, the data sets to be collected, and the data-collection tools to be used.

Mike reported that the Senate had a conversation about faculty returning to campus. It was clear that different faculty members had very different views on the idea of returning to campus. Some faculty are ready to return now, while other would like to wait until all or nearly all of the population is vaccinated. Some faculty feel like it is reasonable to administer a small number of assessments on campus. He shared that they argued that the ability to administer at least one in-person assessment may have a dramatic effect on their students' learning habits and their ability to measure student learning. It was suggested that, given the range of faculty opinions and the different impacts that online learning has on the college's courses/subjects, there should be a nuanced process for returning to campus (opposed to a one-size-fits-all mandate). This would allow some courses and instructors to come back to campus earlier than those who either don't feel it is necessary or feel it isn't safe to do so.

Classified Union Representative

Stephanie Doyle- Not in attendance

Student Senate Representative

Hannah Williams reported that Heather Mayer, Araceli Daza and the ASB Executive team worked on the student survey that was sent out. They worked very hard to make sure that the survey was welcoming to all students. The goal of this survey was to ask students about their online experiences. Currently, 166 students have responded. Hannah will inform the Board of final results at the next Board meeting.

Hannah shared that they held a virtual Welcome Week March 30-31st. There were 10 different events that were happening at different times. The events ranged from how to be successful in your classes to game night.

Hannah informed the Board that Marisa, ASB VP of Student Engagement, is the head of the newly formed graduation committee. They are still uncertain what graduation will look like this year, but they are working on making it a great experience. She hopes to have some solid details to share at the next Board meeting.

Hannah also shared that the Food Pantry has had 51 appointments booked for the winter quarter. The Baby & Furbaby supply drive was a big success in expanding the food pantry to include supplying items for students and employees' children and pets. There was also a great article in the Clipper this quarter about the Food Pantry.

Baydaa, the newest member of the Executive Council, submitted the following report to be shared with the Board:

S&A has gone through all the compiled requests submitted through email and met on ZOOM. The committee voted to recommend the budget, and few days later the budget was balanced. The committee will be meeting again on April 7, 21 to discuss the next step.

Eric Dittleman: Mind Reader event happened on 2/26/21. It was a great success. 41 people registered and 23 people attended live on the stream. The event was well-received by those who attended.

Dr. J's Dear Sister, "Don't let anyone silence the story inside of you!" happened on 3/3/21 and was also a successful event. In celebration of International Women's Month, Dr. Julia Garcia came to their online stage to tell her story and lift up those who went to the event. She made great connections with the audience and left a positive impression. There were 31 people who registered and 15 attended.

Study Jamz took place on 3/10/21. It was an event that happened on Twitch.tv. TAB worked with the event planning board of Skagit Valley college to bring magic and great musical performances to both colleges. On the Livestream, there were 23 people who watched, and 9 of those were from EvCC.

Student Success

Debra Sarich and Dana Harker introduced the EvCC nominees for All Washington Academic Team. They shared with the Board that the All-Washington Academic Team program recognizes and honors our state's finest higher education students. The students who make up the All-Washington Team reflect the diversity of the state, maintain high standards of excellence, and contribute positively to the community. Their stories are often inspiring, sometimes surprising, and always reflective of the larger story of the state's community and technical college students.

The program has become the showcase for Washington's community and technical colleges because it honors the academic high achievers, the men and women who have demonstrated a commitment to success in the classroom and in the communities in which they live. This recognition demonstrates the state's commitment to scholarship and community service on the part of those attending the state's public community and technical colleges.

Debra and Dana read the biographies for Elizabeth Tucker and Joshua Hancock who are the two nominees being submitted to represent Everett Community College. Both students have impressive and well deserving biographies.

Executive Session

At 6:26 p.m., Board Chair Dr. Betty Cobbs thanked everyone for coming and shared the Board will take a 5-minute recess and then convene into an Executive Session to discuss personnel items. She shared the Executive Session will conclude at 7:20 p.m. and the regular Board meeting will be adjourned immediately after.

Adjourn

The meeting was adjourned by Board Chair Dr. Betty Cobbs at 7:20 p.m.

Dr. Betty J. Cobbs

Betty Cobbs, Chair
Board of Trustees



Daria Willis (May 19, 2021 12:49 PDT)

Daria J. Willis, Secretary
Board of Trustees