

The Board of Trustees of Everett Community College held a regular meeting on September 22, 2020 virtually through ZOOM.

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

### **Executive Session**

Chair Dr. Cobbs welcomed everyone to the September 22, 2020 Board of Trustees meeting. She announced that the Board will break into Executive Session for an hour and a half and will reconvene at 6:30pm.

At 6:30, Board Chair Dr. Cobbs reconvened into open session to extend the executive session for 30 minutes and stated the Board will reconvene at 7:30pm.

Chair Dr. Cobbs reconvened the Board into open session at 7:30 p.m.

### **Briefing by the President:**

Dr. Willis welcomed everyone to fall quarter 2020. She stated that it's a quieter way of starting the school year, but it doesn't mean that everyone isn't working hard and moving forward with really exciting things. Dr. Willis gave a shout out to Student LIFE for the amazing virtual opening week activities that took place last week. It is the first one they have conducted virtually, and she has heard great reviews. She also thanked the faculty, staff, and leadership team for their hard work in the opening week activities. Dr. Willis shared with the Board that her opening week welcome speech was also the September Trojan Talk. It was the most well attended virtual event with around 360 participants.

Dr. Willis welcomed Dr. Phyllis Esposito, the new Associate Vice President for Diversity, Equity and Inclusion to the college. Dr. Esposito started in August and has been working with her team and the Diversity and Equity Center.

### **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 Daria Willis, Executive Assistants to the President Jeri Pourchot and Rita Belvill, Vice President Pat Sisneros, Interim Associate Vice President Shelby Burke, Associate Vice President Visakan Ganeson, Assistant Attorney General Leanne Foster, Heather Uhl, Susanne Weatherly, Walter Schacht, Student Representative Hannah Williams, Exempt Union Representative Kelsey Lindstrom, Classified Union Representative Max Phipps, Faculty Senate Representative Mike Nevins, Faculty Union Representative Nina Benedetti, faculty, staff, students, administrators, and community members.

### **Reports from the Board:**

On behalf of the Board of Trustees, Dr. Betty Cobbs gave a report out about the Board Retreat held on August 14, 2020. She shared that the Board had a very good session where they talked about the process of starting the 5-Year Strategic planning for the college. They also discussed the Board Priorities that are in place and were used to evaluate Dr. Willis during her performance review for 2019-2020.

Trustee Bob Bolerjack acknowledged that they all have heavy hearts for the recent passing of a true Everett Community College icon, Bill Deller. Bob, along with his colleagues, express their sincere condolences to Mike with the passing of his father.

Trustee Mike Deller reported that he and Jerry Martin attended the EvCC Foundation meeting last week. He shared that the Foundation has their hands full like the rest of the college with the strain of position cuts. They are trying to figure out their way forward with fewer people. Unfortunately, the Foundation was unable to hold their biggest fundraising event, the Foundation Breakfast, this year due to COVID. He and his colleagues will do what they can to help the Foundation get the word out that there are other ways to help build the Foundation, which is certainly important going forward.

**Consent Agenda:**

Trustee Toraya Miller asked that the minutes from July 28, 2020, under Motion 12-03-2020 be changed to reflect “Jerry Martin”, not “Jerry Miller.”

Trustee Bob Bolerjack asked that the minutes from July 28, 2020, under Faculty Union Representative report to the Board reflect “Congressman” Larsen and not “Senator” Larsen.

**MOTION 01-09-2020** Trustee Mike Deller moved for approval of the minutes for July 28, 2020 with changes, and for the minutes of August 13, 2020 and August 14, 2020 as presented. Trustee Toraya Miller seconded the motion and the motion passed unanimously.

**Action Items:**

**A. Review and Take Action on Delaying the Adoption of the Fiscal Year 2020-2021 General Fund Operating Budget by One Month**

Shelby Burke, Interim Associate Vice President of Finance requested that the Board review and take action on delaying the adoption of the 2020-2021 General Fund Operating Budget from September 2020 to October 2020.

At the June 2020 Board of Trustees meeting, the board approved a 3-month budget (July 2020-September 2020) for the fiscal year 2020-2021 General Fund Operating Budget to give the college more time to obtain a balanced budget for the entire fiscal year of 2020-2021. Shelby asked the Board for another month of time to continue to balance the budget. There have been recent reductions to expenses, and more time is needed for those reductions and calculations to finalize.

As of August of 2020, we have only spent 55% of our budget expenses for the 3-month budget and at this point we should be around 66% of our budgeted expenses to date. We have generated 84% of our budgeted revenue for this same time period. This means that we have adequate revenue coming in and have still enough room left in our budgeted expenses to cover another months’ worth of expenses.

**MOTION 02-09-2020** Trustee Jerry Martin moved that the Board of Trustees approve Resolution 2020-09-01: Delaying the Adoption of the Fiscal Year 2020-2021 General Fund Operating Budget by One-Month. Trustee Bob Bolerjack seconded the motion and the motion passed unanimously.

**General Public Comments:**

There were no general public comments.

### **Reports to the Board:**

#### Student Senate Representative

Hannah Williams reported that Student LIFE is working on Senate recruitment. They are doing this by:

1. Sending out Canvas notifications
2. Using Social media
3. Other methods such as class introductions to spread the word about open Senate positions.

As of today, they have 6 senate applications and are aiming for 30.

Hannah shared that all Student LIFE employees went through a week of training. They learned about Title IX, equity, diversity & inclusion, and they all bonded over an online escape room. Student LIFE has an online Canvas course that allows students to test the knowledge they learned during their training sessions.

Hannah also shared that Student LIFE hosted a Student Mixer. This went very well and they will be holding a debriefing session on the 25<sup>th</sup> where they will discuss, plan, and schedule another one.

Hannah reported that 353 students signed up for EvCC's online Welcome Week. Student Ambassadors conducted 10 virtual campus tours, and there were 22 workshops and events that took place. All but one of the workshops had anywhere from 5-50 students attend. She continued that a lot of positive things have been happening that lead her to believe that the fall quarter will be a success.

#### Exempt Union Representative

Kelsey Lindstrom gave a brief update. She informed the Board they just finished negotiating the Contract with HR, and she is expecting to have the ratification process completed on their end by October 2<sup>nd</sup>.

#### Classified Union Representative

Max Phipps shared with the Board that the College Coalition had a meeting earlier this evening and there will be another one tomorrow. He stated that they may well be finished with the bargaining process for the next contract, depending on the outcome of tomorrow's meeting. They will then move on to a ratification vote, which will need to take place next week. October 1<sup>st</sup> is the deadline for getting it to the Office of Financial management to see if it's financially feasible.

Max reported that there have been a number of layoffs in the last month. They are currently pursuing some disagreements they have with management over how the process was handled. He didn't want to get into details because it is in the process and it may take months to resolve.

#### Faculty Senate Representative

Mike Nevins shared that they have a full Senate and are actively engaging with each other through email. They have planned their three meetings for this quarter; October 5, November 2, and November 16. He also shared that he has met with Dr. Willis and will meet with Dr. Leaker on Friday.

Mike reported that Opening Week was pretty awesome from his personal perspective. He was able to attend more meetings than usual.

### Faculty Representative

Nina Benedetti shared with the Board that it is frustrating that important decisions were made over the summer while faculty were gone. She stated that the college budget crisis is only theoretical at this point, and the six million hasn't really been taken away yet. Nina continued that the college needs stop reacting without taking a pause and ensuring that all voices are at the table; and faculty are part of the leadership.

Nina addressed the Board and asked them why they do not respond when she directs a question at them, and then only say, "thank you" when she is finished? She went on that it gives the impression that they really don't care ultimately or maybe they are worried they will say something wrong that could get them into trouble.

Nina also shared that she has heard that supervisors have no idea that a direct report is getting laid off, and will then get an auto reply email.

Nina referred to the Department of Education website where there is a statement sentence that the CARES Act allows institutions to use up to ½ of the total funds received to cover any costs associate with significant changes to the delivery of instruction due to COVID. Faculty interpret that statement to mean that they should get paid for the work they have put into getting their classes set-up online.

Nina also reported that faculty are working on an MOU related to COVID. Faculty are dealing with students who have multiple mental health issues and need to see more support from the administration to support these students.

Board Trustee Mike Deller responded to Nina. Mike stated that the fact that they don't respond directly to comments does not mean they don't hear. Sometimes the silence means they are processing what is be being reported to them. Sometimes they agree, sometimes they don't, and sometime they don't have the adequate background to respond.

### **Informational:**

#### **South Africa Presentation**

Associate Vice President Visakan Ganeson shared a PowerPoint presentation with the Board of his and Dr. Willis' trip to South Africa in February of 2020. The trip was organized by the Tacoma-George South African Sister Committee. The purpose of the trip was to increase international opportunities for EvCC.

#### **Accessibility Taskforce Recommendations**

Vice President Pat Sisneros introduced Heather Uhl and Susanne Weatherly. On behalf of the Accessibility Taskforce they shared a PowerPoint presentation with the Board. The presentation updated the Board on the Accessibility Task Force recommendation.

Earlier this year Dr. Willis directed that a task force be formed to look at the enhancement of funding and services for students with disabilities to address needs associated with campus mobility and the location of instructional support services. The task force reviewed campus-wide issues and concerns that students with disabilities experience. Membership included representatives for the Center for Disability Service, Student LIFE, Facilities, Instruction, and Administrative Services. The task force has been working since February to develop these set of recommendations.

**Update on Learning Resource Center Projects**

Vice President Pat Sisneros introduced Walter Schacht the architect commissioned for the new Learning Resource Center. Walter shared a PowerPoint presentation with the Board. The presentation updated the Board on the progress of the design for the Learning Resource Center, including information on the building site and floor layouts.

**Adjourn**

The meeting was adjourned by Board Chair Dr. Betty Cobbs at 8:40 p.m.

*Dr. Betty J. Cobbs*

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Dr. Betty Cobbs, Chair  
Board of Trustees



Daria Willis (Nov 19, 2020 07:17 PST)

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Dr. Daria J. Willis, Secretary  
Board of Trustees