

The Board of Trustees of Everett Community College held a regular meeting in the Jackson Conference Center and virtually through Zoom on November 15, 2022.

Board Chair Toraya Miller called the meeting to order at 5:00 pm

### **Roll call**

Present for the meeting were Trustees, Toraya Miller, Bob Bolerjack, Jerry Martin, Dr. Betty Cobbs, and Kelly Shepherd. Also present was Interim President Dr. Darrell Cain, Sr. Executive Assistant to the President Lisa Corner, staff, administrators, and community members.

### **Executive Session**

At 5:01 Board Chair Toraya Miller shared that the Board will convene into an Executive Session to discuss personnel matters and that no action would be taken. She shared that the Executive Session will continue for 1 hour.

### **Briefing by the President**

Dr. Cain shared an update on the Campus Climate Survey. Various campus groups participated in 4 listening sessions conducted by the consultants of Cultures Connecting. He stated, we are working toward building a more inclusive and supportive campus climate. Dr. Cain stated there was a larger in-person group listening session on November 10th. Staff and faculty were given the opportunity to fill out a reflection survey. The analysis of listening survey results in combination with qualitative data from the Campus Climate Survey will identify key critical strategies. A virtual session will be scheduled for those unable to attend in person. He stated we want to make sure that we are recognizing the work of charting our path forward to equity and our wildly important goals. Dr. Cain also stated there had been conversations about implementing the 4 Disciplines of Execution. Dr. Cain stated the work is focused on the equity needs and support for students, staff, and faculty.

Dr. Cain gave an update on campus events. The Turkey Trot was held on November 14th. Grazing Day will be held on December 13th. BOT members are invited to participate. He stated the events provide a place for healing and supporting one another during the holiday season.

### **Reports from the Board**

Trustee Jerry Martin acknowledged the upcoming ACT Fall conference is coming up on Thursday and Friday, November 17th and 18th. He stated he is excited to attend and report back.

Trustee Betty Cobbs stated she will be attending the ACT Fall conference and is looking forward to how to become a better trustee. She stated we will gain more insight on strengthening our position as trustees. We had an opportunity to tour the new LRC library. She stated she is excited about the continued work and for the opportunity.

### **Presidential Search**

Presidential Search Committee Chair Dr. Cobbs read a statement on the Presidential search: The Board of Trustees is pleased to announce that we have begun the search to identify the next President

of Everett Community College. The Board is committed to conducting an equitable, inclusive, and transparent national search that will attract a strong and diverse pool of candidates from throughout Washington and the nation. The Board has selected the Association of Community College Trustees (ACCT) to assist us with the Presidential search process. ACCT's assistance will include providing support with the development of the Presidential Profile, recruiting highly competitive candidates, and working extensively with the Board. ACCT has conducted over 750 community college searches and brings a wealth of knowledge and expertise to our process. ACCT's mission is to strengthen community college governance through education and advocacy. Dr. Charlene Dukes will serve as our ACCT Search Consultant and will assist the Board and College community throughout this important process.

Trustee Cobbs stated the process will begin in 2 steps. The first is to provide the opportunity for the campus community to provide feedback on the presidential profile. An email containing a link to the profile and a link to an anonymous survey to provide your thoughts and perspectives will appear in your inbox. Shortly thereafter, another email will follow, seeking nominations to serve on the Presidential Search Committee. Any member of the college may be nominated or staff can be self-nominated. Please adhere to the deadlines. Dr. Cobbs stated work has begun on the Presidential website. The website will include all aspects of the Presidential search and timeline.

### **Consent Agenda**

- MOTION 01-11-2022** Trustee Toraya Miller moved for approval of the minutes from the September 20th, and October 18th, meetings as presented. Trustee Bob Bolerjack seconded the motion and the motion passed unanimously.
- MOTION 02-11-2022** Trustee Jerry Martin moved for approval of the Electronic Signature Policy. Trustee Dr. Betty Cobbs seconded the motion and the motion passed unanimously.
- MOTION 03-11-2022** Trustee Dr. Betty Cobbs moved for approval of the College Cash Receipting Policy. Trustee Bob Bolerjack seconded the motion and the motion passed unanimously.
- MOTION 04-11-2022** Trustee Betty Cobbs moved to submit a Transforming Lives nomination for ACT 2023. Trustee Trustee Kelly Shepherd 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 - Absent from the meeting today.

#### **Faculty Senate Representative**

Anne Brackett said they are focused on the HEDS survey harassment and discrimination data indicating faculty as a source. Anne stated, we are moving into identifying and interrogating our faculty cultural norms. Faculty take pride and care about our students and fellow employees. Anne thanked Dr. Betty Cobbs for the update on the Presidential search process. She said she is looking forward to regular updates to the campus community.

### Classified Union Representative

Stephanie Doyle - Absent from this meeting today.

### Staff Senate Representative

Azrael Howell stated that the senate continues to have increased staff participation. We are encouraging classified, exempt, and represented staff to join the Staff Senate. He said they are currently developing and approving bylaws and the process to communicate any concerns to Campus Council. Azrael stated the co-chairs are really committed to serving and empowering.

### Faculty Representative

Nina Benedetti stated she has enjoyed working with the Cultures Connecting group. She stated the work is valuable and useful. Nina thanked Dr. Cobbs for giving an update on the presidential search. She stated the AFT Faculty Council voted to donate \$5,000 to the EvCC Foundation. Nina made reference to Dr. Katherine Rodela on diversifying leadership pathways in schools.

### ASB Student Senate Representative

Katherine Ross stated members attended the ASGA National Summit in October. She said it was a great opportunity to network with other student government leaders on strategies and collaborations with administration. She stated there were some really great ideas for events. Katherine said they recently hosted a coffee and donuts government event. The turnout on our online survey. There were 41 responses and 15 from whiteboards and tables. Katherine stated the main concern of 61% of respondents was mental health. Textbook affordability was another issue for 41% of respondents.

Other issues identified:

- Loan forgiveness
- Increases in financial assistance
- Safety and security technology
- College affordability
- Child care assistance

Katherine stated the Food Pantry is officially opened. Bins are located all over campus for donations. She thanked the faculty that donated. Katherine said there were 49 volunteers this week. The Senate Goals Committee's focus is mental health resources for students. Katherine stated there are big things going on in Athletics.

### Informational

#### A. Budget Monitoring Update

Shelby Burke, Vice President of Finance, gave an update on budget monitoring.

Toraya Miller said it is important to have us stay on top of the budget information. She stated having the monthly information, gives a full picture of what we are facing.

Bob Bolerjack stated that he appreciates bringing the report forward and to continue to do so. He said more people can understand what the budget looks like.

#### B. NWCCU Update

Cathy Leaker stated where we are in the accreditation cycle with Northwest Commission on Colleges and Universities, specifically the Policies, Regulations, and Financial Review (PRFR). Year 6 and 7, we want to emphasize the tight linking between accreditation, strategic planning, and resource allocation. Cathy stated accreditation is talking about mission

fulfillment. Cathy stated we need to be able to demonstrate good news and the great work of Dr. Phyllis Esposito. She stated Dr. Cain and Sindie are implementing the Strategic Plan through 4DX. To get ready for this, a Canvas shell has been built. Cathy said we would have the site visit and submit the report in June.

C. Master Plan Update

Erica Dias stated our Master Plan is our comprehensive guiding document. The city, our neighbors, community partners, organizations, and a multitude of stakeholders help to guide decision making. Erica said the Strategic Plan is a good foundation for the Master Plan equity goals. She stated they are evaluating the existing facilities and infrastructure needs that are based on the biennial planning cycles. Erica stated parking is an ongoing issue. She stated that is something we are looking at along with building a new pedestrian crossing between main and east campus. Erica said over the next 12 months, a Request for Qualifications (RFQ), coordinating with the State Department of Enterprise Services, architectural information sessions and scope of work discussions. She stated planning will start in February of 2023. Erica stated a projected completion date of Fall 2023.

Jerry Martin asked, would the planning committee be made up of the campus community as well as the larger group? Erica responded, yes, people from the community and partner organizations.

Adjourn

The meeting was adjourned by Chair Toraya Miller at 7:32 pm

*Toraya Miller*

---

Toraya Miller, Chair  
Board of Trustees

*Darrell Cain*

Darrell Cain (Jan 26, 2023 09:53 PST)

---

Dr. Darrell Cain, Secretary  
Board of Trustees