

The Board of Trustees of Everett Community College held a meeting January 15, 2019 at 5:00 p.m. at the Everett Community College's Aviation Campus at Paine Field.

Board Chair Mike Deller called the meeting to order at 5:06 p.m.

### **Briefing by the President**

President Beyer shared that it is a very busy time of year. He shared that he is meeting with Appointment Review Committees (ARC Committees) and that he thoroughly enjoys these meetings because he hears about the great things faculty are doing in the classroom. He shared that the Board will see the tenure information and portfolios in February, and the Board will vote on tenure at the March meeting. He shared that there is a lot going on with the Presidential Search. He shared that Trustees across the state are meeting in Olympia for the ACT Winter Conference which includes the Transforming Lives presentation. He shared that the Transforming Lives presentation is special and that many students have overcome extreme obstacles. He shared that Representative June Robinson will sit at the EvCC table for the event. He shared that the following day of the conference he and the trustees have scheduled appointments with legislators. President Beyer referred to the legislative talking points (handouts) he distributed to the Board. President Beyer referenced the letter (handout) from ACCT. He shared that this letter is interesting as it includes the release of ACCT's 2018 Citizen Trustee Survey. He encouraged the Board to review the letter and survey details. He then referenced the "6 Qualities to Look for in a College President" (handout) and shared that the article may be helpful to review for the Presidential Search.

John Bonner, vice president of corporate and workforce training, welcomed the Board to Aviation and shared that the program 51 years old. John shared that over the years a lot of progress has been made with the program. John thanked the Board for their investment in the program, and shared that the need for Aviation graduates in the industry is tremendous. John introduced Rob Prosch, associate dean of aviation, to give the aviation presentation. Rob shared that he has brief highlights since he presented to the Board six months ago. Rob introduced the following Aviation team members: Dana Prigmore, program specialist, Gwen Hold, program coordinator, and Chris Russell, faculty member. Rob gave an overview of the aviation program highlighting:

- the program has 112 students enrolled (highest enrollment to date),
- Military Master Class – the cohort launched winter quarter, EvCC is teaching transitioning Navy personnel at Whidbey Island to get FAA license
- Industrial painting- launched fall quarter, teach foundational painting skills and regulations, run through CCEC
- Teaching global professional standards/soft skills for industry

Rob conducted a brief tour of Aviation after his presentation.

### **Roll call**

Board Chair Mike Deller called the meeting to order. Present for the meeting were Trustees, Toraya Miller, Bob Bolerjack, Betty Cobbs, and Vickie Norris. Also present were President David Beyer, Recording Secretary Kelly Berger, Assistant Attorney General Roslyn Sterling, Student Representative Emmerson Hunter, Faculty Senate Representative Karen Linton, Classified Representative Debra Sarich, Faculty Representative Mike VanQuickenborne, and faculty, staff, students, administrators, and community members.

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

Trustee Bob Bolerjack reported that he went to the 5 Dimensions of Equity and Bias in Hiring training and he thought it was a great experience and shared that Maria and her team did an excellent job. He shared that incorporating the 5 Dimensions of Equity into the Presidential Search is a very good thing. He shared that at his day job with the City of Everett, he knows that the City is working with the legislature to fund the pedestrian bridge.

Trustee Vickie Norris reported that she attended the MESA Grand Opening on November 27. She shared that it was a great event, the space is very welcoming and that Tia Pinzon did a wonderful overview of the program. Vickie shared that a student spoke at the event and her story was very moving. The student spoke about the progress she was making in the program and how she felt supported. Vickie attended the 5 Dimensions of Equity and Bias in Hiring training and the presenting team was phenomenal. Vickie recognized presenters Ambar Martinez, Jack Shultz, Peg Balachowski, Omar Marquez, and Sharon Lewis. Vickie shared that she went to the new prosecuting attorney's swearing in and Senator Lias pulled her aside and said he taught a class at EvCC and had a great experience. Vickie shared she is looking forward to attending the ACT Winter Conference and the New Trustee Orientation next week. Vickie shared she will attend a portion of the NEW Leadership Institute, which is about empowering women students, on March 8 at EvCC.

Trustee Toraya Miller reported that she is excited about the new year. She shared she is attending the ACT Conference in Olympia and is looking forward to meeting with legislators. She will also attend the ACCT Conference in DC in February. Toraya shared she is hoping to bring back a lot of information to the College from both of these events.

Trustee Betty Cobbs reported that she is also looking forward to the ACT Conference in Olympia. She shared that she also went through the 5 Dimensions of Equity and Bias in Hiring and that it was a great experience. She shared that she had the opportunity to be on the 5 Dimensions of Equity panel at the Fall ACT Conference with Maria and her team. Betty shared comments, specific to the 5 Dimensions of Equity panel, from the ACT Conference survey: "Loved the workshop presentation on equity from Everett Community College," "Next step in equity, implementation of the 5 Dimensions." Betty shared that there were several other positive comments about the EvCC team's presentation.

Board Chair Mike Deller shared that he also went to the 5 Dimensions of Equity and Bias in Hiring and that the work is reflected in the presidential profile. Mike shared that he has been spending a lot of time working on the presidential search. Mike shared that he and Vickie met with the State Auditors for the entrance exam to go over financial statements and that he feels confident that the College will receive a great report, like in the past, since we have a great team.

#### **Consent Agenda**

**MOTION 01-01-2019**

Betty Cobbs moved for approval of the consent agenda. Vickie Norris seconded the motion and the motion passed unanimously.

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#### **Presidential Search Update**

Board Chair Mike Deller introduced Jill Wakefield, ACCT search consultant, and thanked her for her leadership with this process. Mike shared that the Screening Committee meeting today focused on developing the Presidential Profile and shared the following update:

- The Presidential Screening Committee has completed the creation of a draft Presidential Profile and Denise will walk you through that process and review the highlights of the profile in her presentation.
- Thank the Screening Committee for their commitment to this process and the goal of finding a new president.
  - Mike Deller, Chair, Presidential Search Committee and Board Chair, EverettCommunity College
  - Margaret Balachowski, Associate Dean of Teaching & Learning
  - Naina Barnett, EvCC Student, Pre-nursing
  - Nina Benedetti, EvCC Faculty, Transitional Studies and AFT Faculty Vice President of Negotiations
  - John Bonner, EvCC Vice President of Corporate & Workforce Training
  - Jessica Cain, EvCC Faculty, Advising
  - Dr. Betty Cobbs, EvCC Board of Trustees and Principal at Woodside Elementary School
  - Araceli Daza, EvCC Student, Business Administration
  - Crystal Donner, President/CEO Perteet Inc.
  - Duard King, The Boeing Company, 777X Horizontal Build Line Senior Manager
  - Jerry Martin, EvCC Foundation Board member
  - Maria Peña, Vice Chair, Presidential Search Committee and Chief Diversity & Equity Officer
  - Debra Sarich, EvCC Administrative Assistant to the Dean of Student Development and WFSE Everett CC Sub-Local President
  - Kelly Shepherd, Principal of Sequoia High School
  - Adie Simmons, Executive Director, Washington Family Engagement
  - Paula Three Stars, EvCC Financial Aid Program Manager
  - Kristine Washburn, EvCC Faculty, Physics and Co-Chair for Guided Pathways
- The finalized Presidential Profile will be posted to the website as of tomorrow, January 16th and the ACCT link for prospective EvCC applicants will be open so that interested individuals can begin applying.
- The EvCC Presidential webpage will also provide a link to the ACCT page so those that are interested can begin to apply.
- Excerpts from the Presidential Profile will be used to finalize a tri-fold brochure which can be shared with individuals who are interested in either applying or in the search itself. The Board of Trustees will be provided copies of this brochure once they are completed, which should be by January 25.
- Excerpts from the Presidential Profile will also be used to finalize the advertisement and the

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VP of Administrative Services will work with her staff to post the advertisement in the appropriate journals and websites.

- The target date for submission of applications is Feb. 21. The Screening Committee will begin to review the applications February 22.
- The Screening Committee and Board of Trustees have all read and signed a confidentiality statement as part of this recruitment process.
- We anticipate the screening committee interviewing candidates in mid-March.
- The ACCT Presidential Search Consultant will oversee the coordination of the candidate interviews.

### **Reports to the Board**

#### **Student Representative**

Emmerson Hunter reported that student life has been busy. Executive Council has been busy working on the food pantry. She shared that students lose access to the pantry during breaks so they have started a break bag. She shared that the Graduation Committee will start to meet soon, and Executive Council will attend Advocacy Day in Olympia. She shared that Student Senate has started committee meetings and they are making progress setting goals on student issues and gave the example of a student noticed there is no roof over the parking pay station so water from the roof drops on a person's head. The student worked with maintenance and got the roof extended. Emmerson shared with the Board that they are invited to attend Senate meetings every other Friday in Gray Wolf Hall 166. She shared that Student LIFE is busy with events, and the End Family Separation Event is January 16 and the Indigenous Peoples March is January 17.

#### **Classified Representative**

Debra Sarich reported that yesterday was the opening day of our state's 2019 legislative session. She shared there is no workforce in the state of Washington that has more stake in decisions made by the legislature than state employees. She shared with the Board that the legislature has control over wages, benefits and pensions that the legislature adopts a state budget that determines the funding level for services we provide. Debbie shared that as individuals they are powerless, but through the union and help from the board, there is a voice. Debbie asked the board to continue to support the classified union during their meetings and interactions with legislators, and thanked them for their support. Debbie shared at the next sub local union meeting they are voting on the new president and therefore she may not be reporting at the next Board meeting. She thanked the Board for their support during the time she was president.

#### **Faculty Representative**

Mike VanQuickenborne reported that out of the 15 members of the Presidential Search Committee, only three are faculty. He shared that it is disappointing that only three faculty members are on the committee because faculty dedicate their lives to the campus. He shared that he hopes that faculty voices are heard throughout the process. Mike shared that negotiation has reconvened and they hope to have a vote in the next few months. He shared that the Governor came out with his budget and it

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seems to be a far cry from what the state asked for faculty.

President Beyer shared the budget ask was 188 million and the Governor settled on 144 million. He shared that system presidents were hoping for more, but they are optimistic as this is more than previous years.

Mike VanQuickenborne shared that the AFT will be in Olympia in February to meet with legislators.

#### Faculty Senate Representative

Karen Linton reported that she is not normally as emotional as she was at the last Board meeting, but she was emotional from meeting with the faculty and sharing their frustrations. She shared that she wants to figure out solutions to the frustrations so they don't contaminate the Presidential Search. She shared a possible solution to some of the LRC turmoil would be to maintain the current library and call it the annex and then put the new library on the other side of Broadway. She shared that there could be interactive kiosks at the old library so students could interact with library staff at the new library. Karen shared that Jeanne Leader is willing to write up a cost estimate for this option. Karen asked the Board to consider this option.

Trustee Vickie Norris asked what the old library space will be used for. Pat Sisneros shared that space is needed on campus, so they will work with the Campus Master Plan to determine what will go into the old library space. Trustee Bob Bolerjack shared that the new president can work on determining what will go in the old library space.

Karen shared that her suggestion with keeping the old library will keep morale up. She shared that there are things that are being done at the current library that we won't be able to do if it is relocated to the other side of Broadway. Karen gave the example of Poetry Day where people go to the library and pick up a poem. She shared that it is small, but it is actually a big thing. Karen addressed the Board and shared that she is not looking for a commitment, but a consideration.

Trustee Toraya Miller requested Karen to have a conversation with Pat Sisneros as a starting point for this option.

Karen Linton shared that the other frustration faculty feel with the Board comes down to communication. Faculty feel like they bring up concerns, but they are not able to get to someone to help. Karen shared that she met with President Beyer one time, and that the meeting was amazing. She shared that her items of concern do not get to the Board. She addressed the Board and asked them if she could have direct access to the Board.

Trustee Bob Bolerjack shared that the role of the Board of Trustees is to oversee the president and the budget, not to get into the weeds. They would be over stepping if they were to get into the day-to-day.

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Board Chair Mike Deller commented that the LRC should only come back to the Board if it becomes a policy issue. Board Chair Mike Deller shared that this is an operational issue, not a policy issue.

Karen Linton shared that the lab fee issue that she brought to the Board's attention at a previous meeting still hasn't been resolved by administration. Karen Linton shared that she will check with Tammy Frankland on this issue again.

**General Public Comments**

Mike VanQuickenborne commented that he would like to challenge the idea that the Board doesn't get into the weeds. Mike shared that the Board has a budget to give seed money and they get into the weeds during the presentations. Mike shared that the Board should be finding out what is going on at the college and be aware.

**Review and Take Action on Presidential Profile**

Denise Gregory Wyatt, vice president of administrative services, presented the Presidential Profile to the Board. Denise shared that ACCT assisted with the profile. Jill Wakefield, ACCT search consultant, created an initial draft presidential profile using the feedback from the campus feedback sessions and survey results. Denise shared that today there was a Screening Committee meeting to develop the presidential profile and edit the initial draft created by ACCT. Denise shared that all of the feedback gathered is incorporated into the presidential profile.

Trustee Vickie Norris asked if the committee took a vote on the complete draft presidential profile. Denise shared that there was no vote taken, however it was a very collaborative process with robust conversation. She shared that all discomforts were addressed, and there were no content issues, only wordsmithing issues and those were addressed. Debra Sarich, screening committee member, shared that she is usually a butterfly on the wall, but she felt very much included in this process and conversation. Debra shared that she felt the process really did include the whole committee.

Jill Wakefield, ACCT consultant, shared that most of the draft she started with was redone during the screening committee meeting and she shared she was happy with the changes because the current draft reflects what the committee felt should be in the profile, including the 5 Dimensions of Equity. Jill shared that she expects great interest in this position and that she looks forward to a large pool of well qualified leaders who want to be here at EvCC.

Trustee Betty Cobbs, and screening committee member, shared that the Screening Committee meeting was a collective and collaborative process.

The Presidential Profile is essential to the job posting for the position. The Presidential Profile includes input from students, staff, faculty, community partners and business partners and includes the following information:

- i. General description of the College
- ii. A section highlighting the challenges and opportunities for the college over the next 3 to years

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- iii. Characteristics and Traits of the new president
- iv. Preferred Qualifications
- v. Required Qualifications

The Board requested the following amendments to be made to the profile:

- 1. Page 1: STEM to be spelled out to “Science, Technology, Engineering and Mathematics”
- 2. Page 5: “need” to be changed to “required”

**Motion 02-01-2019**

Bob Bolerjack moved that the Board of Trustees approve the Presidential Profile as amended. Toraya Miller seconded the motion and the motion passed unanimously.

**Housing Update**

Tammy Frankland, vice president of instruction and student services, introduced Anthony Williams, dean of student development, and Mike Bowers, director of housing, to share the housing update.

Student Housing is continuing to grow in its second year operating two residence halls. The student population is currently comprised of approximately 55 percent international students and 45 percent domestic students, with most of our students being under 21 years of age. Staff produced 36 programs for the students during fall quarter, most of which were well-attended.

Occupancy-wise, we are up significantly from last academic year, with 96% occupancy for fall 2018 and 97% occupancy for the current quarter. This is up from 84.5% occupancy during fall 2017.

Financially, we have reduced our projected deficit for the current fiscal year, though many challenges still remain. Specifically, finding ways to prepare for the significant increase in our property tax responsibility (starting with year 9 of each lease) is critical. Additionally, continuing to raise rates at current intervals (5% each year) may cause affordability challenges.

Trustee Toraya Miller shared that she remembered this time last year, the initial report wasn't near as good as it is today. Trustee Toraya Miller shared her kudos with the housing team.

President Beyer shared that Tony and Mike have done a great job with the housing program. He shared that housing is a tough operation and a long term investment. President Beyer shared that a lot of hard work with student life activities is important to creating an inviting atmosphere in residence halls.

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**Student Success Report: Leah Meyer Austin Award**

Heather Bennett, executive director for institutional effectiveness and resource development presented a review of application for the Leah Meyer Austin award from Achieving the Dream (ATD).

Achieving the Dream's Leah Meyer Austin Award is the highest honor a college in the ATD Network can earn. The award has been given annually since 2009 to a college that employs a holistic approach to reducing achievement gaps between student groups and increasing success for all. The award recognizes institutional strength, aligned policies and procedures, a student-focused culture, and notable increases in student outcomes.

Application for this award is by invitation only; this is the second year that EvCC has been invited to apply.

EvCC qualified to apply under criteria 1 and 3: IPEDS 3-year grad rate improvement was 11.5% over the four-year span (2010 cohort to 2013 cohort); the IPEDS 6-year transfer-out rate was 47% (national level was 43%).

Leah Meyer Austin Award application tells the story of student success improvement at EvCC since joining ATD in 2011. The keys to this improvement include:

- Entry advising and second quarter advising with program faculty
- 92% of students (with some exemptions) enroll in College 101 college success course within their first year.
- Focus on the following ATD capacities: Equity, Leadership & Vision, Engagement & Communication, Teaching & Learning
- Title III grant funding contributed to improvement through development of the Center for Transformative Teaching and increased faculty engagement in student success innovations
- Focus on Equity includes the 5 Dimensions of Equity, 10 Point Equity Framework, EvCC's partnership at Casino Road, financial support for low income students, TRiO, MESA, and other grants and partnerships

EvCC is committed to continuous improvement. We are increasing student engagement in these efforts and campus-wide access to data using Tableau as we continue to focus on Equity and Social Justice, Guided Pathways implementation, and Strategic Enrollment Management.

Being part of the invited applicant pool elevates EvCC's work for possible national recognition. Award winners receive \$25,000 to support ongoing student success efforts.



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**Executive Session**

At 7:45 p.m. Board Chair Mike Deller thanked everyone for coming and shared that the Board will convene into an Executive Session to consider the selection of a site or the acquisition of real estate and also to discuss with legal counsel current litigation. The executive session will continue for approximately 25 minutes. Action may be taken in open session as a result of items discussed in executive session. The Board meeting will then adjourn immediately thereafter.

**The Board reconvened in open session at 8:13 p.m.**

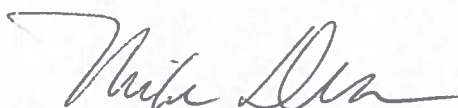
Board Chair Mike Deller shared that having discussed the purchase of property on north Broadway during executive session, he authorized a motion to enter negotiations to purchase the property at 820 N. Broadway.

**Motion 03-01-2019**

Bob Bolerjack moved that the Board of Trustees approve the college president or designee to enter into negotiations to purchase property at 820 N. Broadway. Toraya Miller seconded the motion and the motion passed unanimously.

**Adjourn**

Meeting adjourned at 8:15 p.m.



Mike Deller, Chair  
Board of Trustees



David N. Beyer, Secretary  
Board of Trustees