



2000 Tower Street – Everett – Washington – 98201-1390

Board of Trustees
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The Board of Trustees of Everett Community College met on May 29, 2018 at 5:00 p.m. in the Jackson Center Wilderness Room at Everett Community College.

Presidents update

President Beyer welcomed everyone and said it is a busy, but good time of year with the final stages of spring quarter, finals, graduation. He commented he is looking forward to Graduation and having the Board present. He turned it over to John Bruemmer with his sabbatical report. John Bruemmer, faculty member, thanked the Board and President for approving his sabbatical and the invitation to present. John presented on his sabbatical report titled International Faculty Student' Success Task Force. His sabbatical took place Fall Quarter 2017. The Faculty Task Force formed at the request of the Faculty Forum, convened in spring 2017 to inquire about the success of international students at EvCC. The committee researched transition rates, graduation rates, and collected data on grade comparisons for English 101. They also conducted surveys of the international students and faculty. The survey results are part of the findings. Another task was to review concerns of international students involved in BIT (Behavioral Intervention Team) reports and look into the level of support services available to international students. The task force compared data with other community college international programs through the Western Washington English Language Consortium (WWELC) and made suggestions and recommendations based on these findings. The committee's recommendations include: - a comprehensive review of recruitment, assessment and placement procedures, - promote access to support services such as advising, tutoring/mentoring and counseling, - an increase in the minimum TOEFL (Test of English as a Foreign Language) score for automatic placement in English 101, - closer collaboration between International Education program and faculty, - explicit and consistent teaching of academic integrity, -addressing the student housing concerns, - a 1/3 release time position for an IELP (Intensive English Language Program) faculty coordinator, - and a dedicated full-time counselor/advisor position for EvCC international students. In the 2018 Fall Quarter, continuation meetings will be held to make a collaborative effort to address concerns and findings of the report.

President Beyer shared that he appreciates John Bruemmer's work on the study, and that there will be more meetings scheduled regarding the topic.

Roll call

Vice Chair Toraya Miller called the meeting to order. Present for the meeting were Trustees, Toraya Miller, Bob Bolerjack, Betty Cobbs, and Vickie Norris. Board Chair Mike Deller participated via telephone. Also present was President David Beyer, Recording Secretary Kelly Berger, Assistant Attorney General Roslyn Sterling, Student Representative Tina Te, Classified Representative Debra Sarich, Faculty Representative Mike VanQuickenborne, Faculty Council Representative Steven Tobias, and faculty, staff, students, and administrators.

Reports from the Board

Trustee Betty Cobbs reported that she attended the ACT (Association of College Trustees) Conference in Vanvouver, WA at Clark College. She shared that she enjoys the opportunities to learn but the highlight at this specific conference was making the Equity Award presentation to Maria Peña.

Trustee Bob Bolerjack reported that he attended the EASC (Economic Alliance of Snohomish

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County) Annual Meeting. He shared that David was presented with the Henry M. Jackson award at the meeting for his work at the College and in the greater Everett and Snohomish County community. He congratulated David and shared that the award was very well deserved.

Trustee Vickie Norris reported that she recently retired from Anderson Hunter Law Firm after 37 years. She is looking forward to now having the time to immerse herself with the college.

Vice Chair Toraya Miller reported that she attended the Housing Hope Stone Soup Celebration. She shared that Everett Community College was mentioned in speeches at the event as part of the collaborative. She attended the Step Up: Understanding and Implementing Racial Equity event at the Lynnwood Convention Center on April 28. She reported it was a great event presented by Leadership Snohomish County.

Chair Mike Deller reported that he apologizes for not being able to attend the Board meeting. He thanked John Bruemmer for his report. He welcomed Vickie Norris. He shared he wanted to make a comment regarding the agenda. He stated that the Board will postpone decisions regarding the Campus Master Plan and Learning Resource Center until the fall. We have more listening to do. We will hold listening sessions in the summer and fall.

General Public Comments

Cameron Calder, student, commented that he has over 215 signatures on a petition opposing the across Broadway location of the Learning Resource Center. He commented that the petition requests the Board to look into the Index site for the Learning Resource Center. Cameron gave the board the petition documents to review.

Marlene Barnes, student, commented that she uses a walker to get around campus. She commented that if the Learning Resource Center is moved to the other side of Broadway, it won't affect her, but will affect future students like her. More seniors are going back to school to learn a new trade and she is concerned that those future students won't be able to easily access the Learning Resource Center. She commented that she made the walk and it took her just over 10 minutes, but she felt like she was running to make that time. She uses the tutoring center and writing center regularly and often. If the Learning Resource Center is moved to the other side of Broadway, it will not be utilized. She commented that she thinks it should be moved, but it's too soon to move that far now. Right now the heart of the school is on this side of Broadway. That's where the Learning Resource Center should be, where the students are. In 50 years, when more classes are on the other side, then move it over there.

Karalee Garcia, student, commented that if the Learning Resource Center is located across Broadway, it would be very nerve-wracking crossing the crosswalks on Broadway. She doesn't want to deal with that every time she needs to get books or print.

Bob Bertoli, faculty librarian, commented that he wanted to share an excerpt from the book, *The Practical Handbook of Library Architecture: Creating Building Spaces that Work* by Frederick A. Schlipf and John A. Moorman. Bob read from page 293, Chapter 10, Site Selection, "Generally

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speaking, all libraries need sites that are central, easily reached, safe, convenient to similar services, sufficiently large, relatively quiet, provided with adequate parking (if relevant), and not adjacent to problem areas.” After reading from the book, Bob commented that he doesn’t think he needs to say anything more.

Trinity Mann-Beam, alumni of EvCC, commented that she is a mother of a small child and at times it can be difficult to get around. She shared that she is concerned for future parents and ADA students if the Learning Resource Center is located on the other side of Broadway.

Annie Loomis, student, commented that she has been speaking to a lot of students regarding the Learning Resource Center. She asked the Board, if the services are for students, then why is the library being put so far away from the students? I made the walk with Marlene and others. It wasn’t a pleasant walk for several of the students.

Heather Jean Uhl, faculty librarian, commented that the Learning Resource Center is more than a building. It is a library, writing center, tutoring center and has online and media services. These services need close proximity to students. She shared she is excited to hear there will be listening sessions. She thanked the Board and said we have a lot to share with you and we look forward to collaborating on further discussion.

Consent Agenda

MOTION 01-05-2018

Bob Bolerjack moved for approval of the consent agenda. Betty Cobbs seconded the motion and the motion passed unanimously.

Review and Take Action on Faculty Tenure Recommendation

The Board spent considerable time reviewing tenure committee recommendations. Tony Williams, dean of student development, 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 who are being recommended for tenure by appointment review committees:

Prathyusha Balluru, Health Sciences
Gokce Gungor-Munoz, Psychology
Jennifer Jennings, Transitional Studies

The Deans introduced and shared highlights about their respective probationers.

MOTION 02-05-2018 Betty Cobbs moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and the College President, grant tenure to Prathyusha Balluru. Bob Bolerjack seconded the motion and the motion passed unanimously. Vickie Norris abstained.

MOTION 03-05-2018 Bob Bolerjack moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and the College President, grant tenure to Gokce Gungor-Munoz. Mike Deller seconded the motion and the motion passed unanimously. Vickie Norris abstained.

MOTION 04-05-2018 Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and the College President, grant tenure to Jennifer Jennings. Betty Cobbs seconded the motion and the motion passed unanimously. Vickie Norris abstained.

Review and Take Action on Faculty Probationary Renewal Recommendation

The Board spent considerable time reviewing faculty probationary renewal recommendations. Tony Williams, dean of student development, presented to the Board:

First year probationers recommended for contract renewal in the 2018-2019 academic year:

Greg Crowther, Biology

MOTION 05-05-2018 Toraya Miller moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Appointment Review Committee and the College President, renew the probationary contracts for first year probationer Greg Crowther. Bob Bolerjack seconded the motion and the motion passed unanimously. Vickie Norris abstained.

Review and Take Action on Services and Activities Fee Budget for 2018-2019

Jenna Mohr, ASB Vice President of Budget & Finance, presented the proposal to the Board which included:

1. S & A Fee Budget Committee membership, timeline and goals
2. The proposed S & A Fee rate increase
3. S & A Fee Revenue History
4. S & A Fee Budget Comparison (2016-17 through 2018-19)
5. S & A Fee Proposed Budget Allocation 2018-19

The S & A Fee Budget Committee has proposed, and the Student Senate has approved, the S & A Fee

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budget for 2018-19. The budget committee is requesting a 2% increase in the S & A Fee rate. The fee would increase from \$10.58 per credit to \$10.81 (a .23 cent increase per credit). This would provide an additional \$50,000 in revenue collected. The S&A Fee was last increased in July of 2014. The S & A Fee Budget is funded by the Services & Activities Fee, which are part of the tuition and fees paid by most students each quarter. Each year the S & A Fee Budget Committee, which consists of representatives from students, faculty and administration, with the majority of the membership being students, establishes budget priorities for the next year and proposes budget allocations to the ASB Senate for approval.

The funds from the S & A Fee Budget support programs and services for students including athletics, student government, childcare, student clubs, and co-curricular activities and events for the campus community. The budget also supports instructional programs such as the student newspaper, theatre and the Russell Day Gallery.

The proposed budget allows the ASB to achieve their goals in the following ways:

- Funds the required pay/benefits increases due to minimum wage adjustments and contractual obligations.
- Develops a three-year uniform replacement cycle for all eleven intercollegiate athletic teams.
- Increases the budget for "The Clipper" student newspaper.
- Continues funding for activity programming in Student Housing.
- Provides additional opportunities for leadership development/training.
- Increases funding for the highly successful Student Ambassador Program.
- Ensures continued support of the robust co-curricular opportunities at EvCC.

MOTION 06-05-2018 Bob Bolerjack moved that the Board of Trustees approve the S&A Fee Budget for 2018-2019. Vickie Norris seconded the motion and the motion passed unanimously.

Review and Revise (as necessary) Recommendations and Take Action on Campus Master Plan

MOTION 07-05-2018 Mike Deller moved that the Board of Trustees table agenda item 6D until the October 2018 meeting. Vickie Norris seconded the motion and the motion passed unanimously.

Review and Take Action on Naming Committee Proposal

John Olson, vice president of college advancement, presented to the Board the proposal for naming the basketball court after former coach and athletic director Larry Walker.

The Board of Trustees is charged with selecting the names for EvCC buildings and facilities, including "space within a facility." While not a requirement, it has been the practice at Everett Community College to honor those who have contributed significantly to the college and community by naming a common area after the individual. In accordance with the EvCC Policy for Naming Opportunities, John Olson formed an ad hoc committee to consider the naming of the basketball court. The committee included EvCC Board of Trustee member Bob Bolerjack, Vice President for College Advancement John Olson, classified staff member Sue Snow, faculty member Melissa

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Uftring, Director of Athletics Garet Studer, Foundation Board member Deborah Wright, and student representative Tina Te.

The committee met via e-mail to review the proposal to name the court after Larry Walker and unanimously recommends that the court be known from this point forward as Larry Walker Court. The recommendation is based on the following:

1. Larry Walker served the college for 33 years as a coach and for over 20 years as athletic director.
2. His influence on the students he worked with extends to hundreds of former athletes, trainers, work-study students, and more. Several of his former players are now head or assistant coaches in the region; many of his former athletes entered the field of education;
3. Larry worked to expand the number of sports offered at the college at a time when enrollments were dropping. His work to bring back high participant number sports like baseball and softball helped grow enrollments, boost school spirit, and provide more opportunities for students to be successful.
4. Larry is well-known for his mentorship of coaches, his collaboration with local school districts, his participation as an NWAC commissioner, and his outstanding reputation in the community. These attributes speak to his character, his work ethic, and his emphasis on making the student-athlete experience memorable and productive.
5. Larry's participation on the college's athletic Hall of Fame committee and on the Snohomish County Sports Hall of Fame has positively impacted the college's public perception.

MOTION 08-05-2018 Betty Cobbs moved that the Board of Trustees approve the Naming Committee Proposal. Bob Bolerjack seconded the motion and the motion passed unanimously.

Review and Take Action on College Calendar for 2018-2019, 2019-2020, 2020-2021

Stephen Smith, interim executive director of human resources, presented the college calendars for the upcoming years.

MOTION 09-05-2018 Bob Bolerjack moved that the Board of Trustees approve the College Calendars for 2018-2019, 2019-2020, 2020-2021. Toraya Miller seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Tina Te reported that students are in support of the green fee being implemented. Dr. Beyer and Pat will discuss how we are going to implement the fee. Tina shared a Learning Resource Center survey with the board. The survey showed overwhelming support for the location of the LRC to be on this side of Broadway at Index Hall. Tina shared that she hopes the Board will take the time to review the

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survey and comments and see the students' concerns regarding safety and accessibility. We hope the Board takes this information into consideration when it comes time to deliberate in October. Tina shared that they have been busy with events. The Student Awards Gala was last week. On June 1 they will hold the last Student Senate meeting and host the Drive in Movie, Black Panther. The Finals Are A Drag...Show is June 7, and Graduation is June 15. We hope you can attend some of these events.

Classified Representative

Debra Sarich reported that they Learning Resource Center survey are ready. Results indicated that 80% supported the LRC to be at the Index site, 11.3% supported across Broadway near WSU Everett, 5.7% supported either location (Index site or across Broadway near WSU Everett), 3% listed they support anywhere on campus, anywhere near the largest population of students, or that they worry about foot traffic across Broadway. Debra shared that the Classified Staff hopes the Board takes this survey into consideration. The Student Union and Learning Resource Center should be close to each other. Accessibility for disabled students is important, and they should have equal opportunity to access the LRC, crossing Broadway is dangerous. We understand the concept of wanting to start building and expanding the campus, but not starting with the LRC. She reported that they are in bargaining June 5 and June 6, which she will report on at the next meeting.

Faculty Representative

Mike VanQuickenborne welcomed Vickie and shared that he will be the Faculty Union President for the next two years. Mike congratulated the three faculty who received tenure at the meeting. Mike shared that he is very proud of our students taking time and courage to speak with the Board regarding the Learning Resource Center location issue. Mike shared that he wished the Board voted to put the LRC at the Index location tonight. There are very few faculty and students to have discussions with on campus over the summer. Mike asked the Board to please do the walk over to across Broadway if they haven't already. Mike reported that it took him 11.5 minutes. He shared that it is a dangerous street and that he saw a student come very close to being hit by a car. July 6 will mark AFT's 50th anniversary and we will celebrate on June 15. Mike shared that when it comes to decisions made in October, to please put the students first. Dr. Beyer sent out an email to campus on May 24 with an update on the Learning Resource Center. Dr. Beyer's concluding thought was people in the neighborhood, but Mike shared he wanted to Board's concluding thought to be the students. Mike reported that the faculty level of frustration in negotiations is rising because after 1.5 years, we are not able to reach an agreement. We are currently working hard to reach an agreement. Mike shared that the high vacancy rate in student housing is concerning with the financial impact on the college. Mike shared his concern with the budget. He said in September Dr. Beyer shared that the College is doing well financially, but now we have a \$300,000 deficit and a 23% vacancy in student housing. He is concerned how the college is making use of the 20% increase in running start funding.

Faculty Council Representative

Steven Tobias reported that the Faculty Forum met last week. They decided to change two bylaws. The first, they voted to change the name of "Faculty Council" to "Faculty Senate". In addition, the "Faculty Forum" will now be called "the faculty." Second, it was decided to allow for electronic

voting. This way more people can be included in the process since people work at different locations and have different schedules. Elections conclude June 5 and there is a chance they may elect a new Faculty Senate representative.

Review and Discuss Preliminary 2018-2019 General Fund Operating Budget

Shelby Burke, executive director of finance, reported on the preliminary development of the 2018-2019 General Fund Operating budget. The purpose of this item is to request that the Board of Trustees review information on the draft proposed 2018-2019 General Fund Operating Budget, reflect on the information and provide feedback. Details of the 2018-2019 General Fund Operating Budget will be emailed to the Board prior to the June 19 board meeting. The Board will be asked to act on the final 2018-2019 General Fund Operating Budget at the June 19, 2018 Board meeting. Shelby shared a summary report of the 2018-2019 General Fund Operating Budget. She also shared a PowerPoint presentation that shows the budget process, the preliminary budget figures, the anticipated state allocation funding, revenue adjustments, expense adjustments, a list of proposed positions that are still be considered, and a list of positions that are put on hold and removed from the preliminary budget.

Review Board of Trustees Meeting Dates for 2018-2019

President Beyer reported on a review of potential Board meeting dates for 2018-2019. Scheduling meetings in advance, enables Board members, staff and the community to plan appropriately for the coming years. All Board meetings will begin at 5:00 p.m.

Proposed Board meeting schedule with notes:

July 17, 2018: No conflicts at this time

September 18, 2018: Proposed Study Session

October 16, 2018: Proposed Regular Meeting

November 20, 2018: November 22, 2018 is Thanksgiving. Last year the Board discussed possibly moving this meeting to the week before to avoid conflicts with Thanksgiving plans. In this case the meeting could be moved to November 13, 2018.

January 15, 2019: No conflicts at this time

February 19, 2019 – Board Study Session: February 18 is President’s Day/Holiday; the Achieving the Dream Conference is February 19, 2019 – February 22, 2019. This meeting could be moved February 12, 2019 or February 28, 2019.

March 19, 2019: No conflicts at this time

April 16, 2019 – Board Study Session: No conflicts at this time

May 21, 2019: No conflicts at this time

June 18, 2019: No conflicts at this time

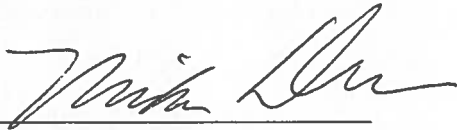
Executive Session

Vice Chair Toraya Miller stated that the Board will adjourn into an Executive Session at 7:45 p.m. to discuss with legal counsel litigation or potential litigation and to review the performance of a public employee. No action will be taken. The Executive Session will conclude no later than 8:20 p.m. The Board meeting will adjourn immediately thereafter.

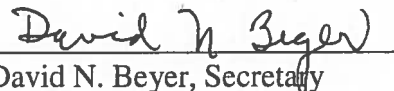
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Adjourn

Meeting adjourned at 8:05 p.m.



Mike Deller, Chair
Board of Trustees



David N. Beyer, Secretary
Board of Trustees