

The Board of Trustees of Everett Community College held a regular meeting on September 17, 2019 in the Jackson Conference Center Senate Room at Everett Community College.

Board Chair Betty Cobbs called the meeting to order at 5:05 p.m.

Briefing by the President

Dr. Willis shared highlights from Opening Day that included her address to the college and the various fun activities that took place. Her Opening Day address expressed her vision for EvCC, asked for transparency from all constituents, and the need for continued dialogue on important topics. She informed the board that John Bonner did a great job facilitating a working advising session.

Dr. Willis traveled to Capitol Hill last week to present on college students who are parents, and what colleges are currently doing, and what they can do better. It was good national coverage for EvCC. Senator Cory Booker's office is working on an expanded childcare grant, and he asked Dr. Willis to take a look at it and provide feedback.

The separation of the Executive Vice President position into two vice president positions was announced at opening day and the response was very positive. Maria Peña and Anne Bracket will chair the two committees. The hopes to have both positions filled in April 2020.

Dr. Willis introduced Ardi Kvenn, Executive Director, Ocean Research College Academy (ORCA). Ardi presented an ORCA Program Overview PowerPoint presentation.

Roll call

Present for the meeting were Trustees Bob Bolerjack, Betty Cobbs, Mike Deller Toraya Miller, and Vickie Norris. Also present: President Daria Willis, Recording Secretary and Senior Executive Assistant to the President Kelly Berger, Executive Assistant to the President Jeri Pourchot, Assistant Attorney General Scott Wessel-Estes, Student Representative Araceli Daza, Exempt Union Representative Derek Jorgenson, Faculty Representative Mike VanQuickenborne, Faculty Senate Representative Karen Linton, and faculty, staff, students, administrators, and community members.

Reports from the Board

Trustee Bob Bolerjack reported that the Board had a great board retreat in August. They spent the whole day getting to know Dr. Willis and each other. He attended the Economic Alliance Summer Networking where he was able to introduce Dr. Willis to many community partners. He also informed all in attendance that tonight is Kelly Berger's last week and it is a huge loss to the college. She is the glue that kept the college together and supported many areas. He thanked her for her support in the Presidential Search.

Vice Chair Toraya Miller stated she echoes Trustee Bob Bolerjack's report. She appreciated Jill Wakefield's facilitation of the retreat and the opportunity to get to know each other better. She congratulated Kelly on her new job, thanked her for all her hard work, and acknowledged how much she will be missed.

Trustee Vickie Norris reported that she really enjoyed the board retreat, and working on the Board Priorities facilitated by Jill Wakefield from ACCT. She is excited to be going to the ACCT Conference in San Francisco in October, and will report back on what she learns. She also thanked Kelly, who is so very organized, for everything, and she very much enjoyed working with her.

Trustee Mike Deller reported that he really relied on and appreciated Kelly's support. He stated that the Board Retreat was a great day of work, and they will share their priorities later on at tonight's meeting. He and Daria will be presenting at the ACCT Conference in October. He will be on the, "How to Conduct a Successful Presidential Search" panel.

Chair Betty Cobbs reported that the Board Retreat was absolutely wonderful. It was a great opportunity to get to know Dr. Willis and each other a little better. Betty enjoyed going to the Summer Networking and introducing Dr. Willis to our networks. She will also be attending the ACCT Conference, and attending an all-day session on Board Chair Leadership. Betty thanked Kelly for the great job she did keeping them in good shape and wished her well.

Consent Agenda

MOTION 01-09-2019 Trustee Mike Deller moved for approval of the July 16, 2019 minutes. Trustee Toraya Miller seconded the motion and the motion passed unanimously.

MOTION 02-09-2019 Trustee Vickie Norris moved for approval of the August 17, 2019 minutes. Trustee Bob Bolerjack seconded the motion and the motion passed unanimously.

Reports to the Board

Student Representative

Araceli Daza introduced Luke Frosh-VP of Administration. Araceli reported that 49 student leaders, sustainability students and advisors attended Camp Killoqua Leadership Camp. They learned about safe zone and equity training. Sixty-six students and advisors went to the Council of Union and Student Programs Conference; they found this a great way to network. Welcome Week is going well. Araceli shared with the Board a video for Trojan Spirit. She thanked John Bonner and Dr. Willis for having free parking for opening week for students. She shared that the students are looking forward working with Administration and the Board on other parking options.

Classified Representative

Melissa Hart was absent.

Exempt Union Representative

Derek Jorgenson reported that this is his first meeting and is thankful for the opportunity. He also thanked John Olson for facilitating the opportunity to speak at the Opening Day breakfast. He stated that that it has been an active and positive 2.5 months, and he appreciates the approach of honest listening. Exempt union is small and new, and is still functioning on the same contract that has been extended for the past 18 months. His first act will be to request negotiations.

Faculty Representative

Mike VanQuickenborne congratulated Kelly and wished her well. He stated that she was consistently helpful, pleasant, and was a smiling presence. Mike reported that they had their general membership meeting and lunch today. He reported that Chuck Macklin talked to them about campus safety and about the July lockdown since most faculty were not here. Many new faculty were greeted this week, two of them are his former students. Mike also reported they are operating under a new contract as of July 1, 19. Mike informed the Board that the destruction of Index has incited anger again over the decision to site the LRC on the other side of Broadway instead of closer at the Index site.

Faculty Senate Representative

Karen Linton reported that faculty are excited that Dr. Willis is here. Karen will be working with Daria to create a robust Senate and shared governance. Faculty are concerned there are not enough tenure position, and enrollment is an issue. Her department is turning students away because there are not enough faculty to teach and they couldn't find adjunct that had the minimum qualifications. Her department is under pressure and filling each class to the maximum of 40 students. She referred to Dr. Willis mentioning free books at Edmonds Community College, and maybe we could have more online text books here. She stated that faculty loved not having to pay for parking during opening week.

General Public Comments

There were no general public comments.

Review and Take Action on Board Priorities for 2019-2020

Dr. Willis presented the 2019-2020 Board of Trustees Priorities. The Board of Trustees convened for an annual retreat on August 17, 2019 to discuss the upcoming year and Board Priorities for 2019-2020. The Board of Trustees have decided to focus on these key issues and areas of importance to continue the success of the Everett Community College mission.

MOTION 03-09-2019

Trustee Bob Bolerjack moved that the Board of Trustees approve the 2019-2020 Board Priorities. Trustee Mike Deller seconded the motion and the motion passed unanimously.

Review and Take Action on Public Records Policy

Denise Gregory Wyatt, vice president of administrative services, presented EvCC1060: Public Records Policy with changes to the policy. The updated policy reflects title and contact information updates for the public records officer for the college.

MOTION 04-09-2019

Trustee Vickie Norris moved that the Board of Trustees approve the updated version of EvCC1060: Public Records policy. Trustee Toraya Miller seconded the motion and the motion passed unanimously.

Review and Take Action on Increased Student Fees in Business and Applied Technology

John Bonner, interim vice president of instruction and student services, presented the request for approval of new and increased student fees in the Business and Applied Technology division. The division is seeking to standardize its method of collecting student fees for classroom software licenses and industry certifications, rather than subsidizing some students with college-purchased products. This will align the BAT division with business practices in other instructional divisions. The new and increased fees would begin in Winter 2020.

Changes would include:

- A fee of \$102 per student in ACCT 215 to cover the current annual site license for Quickbooks software. This is a discount of \$26 per student compared to the published price of \$128
- A fee of \$28 per course in five BT courses to cover the current annual site license for the Microsoft Office Specialist certificate process. A student who takes all five courses would pay a total of \$140, a discount of \$28 per student compared to the published price of \$168
- Modify the fees charged to students in Information Technology classes for industry certification examinations. The fees charged for the certification exams have changed and the current fee level of \$65 is not sufficient to cover college costs and needs to be adjusted to \$86. The new fee will cost a student who takes all 16 courses a total of \$1,368, a discount of \$886 compared to the published price of \$2,254
- A fee of \$3 per course to support tutoring services in the CIS open lab. The fee will provide funds for a part-time tutor and tutoring software specific to the IT curriculum.

MOTION 05-06-2019 Trustee Mike Deller moved that the Board of Trustees approve the increased in student fees in Business and Applied technology. Trustee Toraya Miller seconded the motion and the motion passed unanimously.

Student Success Report: Goal 2020

Heather Bennett, executive director for institutional effectiveness and resource development shared that in September 2016, the Board of Trustees approved annual student success performance targets through the student cohort beginning in fall 2020. These goals were established by considering the trend lines for each performance area and plotting “ambitious yet attainable” annual improvement targets. By approaching these goals using Equity, Guided Pathways, and Strategic Enrollment Management (SEM) as our areas of focus, all goals have seen improvement over time, although only first-year, college-level math completion has surpassed the established target for this year. The cohort beginning in fall 2016 demonstrated growth beyond the projected targets, and since then all measures besides math have held steady or declined slightly. The Student Success Goal 2020 attachment shows year-to-year progress disaggregated by race/ethnicity and age, as well as the change against the baseline since joining Achieving the Dream (ATD) in 2011.

Guided Pathways and other grant funding as well as Board designated funds add to operating funds to support student success efforts, and the college must consider additional supports for adult learners in order to reach targets.

International Education Update

Visakan Ganeson, associate vice president of international education, shared a PowerPoint presentation that summarized the ten-year growth of international students from 2008-2018. The impact on the budget and new strategies were discussed.

The Academy Update

Maria Peña, vice president for equity and inclusion, presented an update presentation on The Academy for Social Change and Community Transformation. In response to the Board of Trustees' recent approval for the creation of The Academy, they have begun the foundational work to transform at a personal, professional, organizational, and systemic level in collaboration with the community, on and off campus. Over the last 2 months they have collaborated extensively with a number of colleges, school districts, and non-profit organizations at a county, state, and national level to create and deliver new curriculum. This summer, The Academy served more than 650 individuals and generated approximately \$30,000. This has allowed them to learn how they can use it to inform transformational work at EvCC in service of students and staff while innovating and generating revenue.

Executive Session

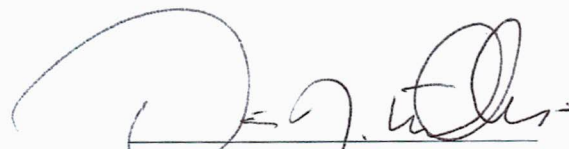
At 7:15 p.m., Chair Betty Cobbs thanked everyone for coming and shared that the Board will convene into an Executive Session to review the performance of public employee. She shared the Executive Session will conclude at 7:45 p.m. and the Board will reconvene into Open Session.

The Board reconvened in Open Session at 7:45 p.m.

Adjournment

The meeting was adjourned by Chair Toraya Miller at 7:48 p.m.


Betty Cobbs, Chair
Board of Trustees


Daria J. Willis, Secretary
Board of Trustees