



Washington Community College District 23
Lynnwood, Washington

Agenda
Special Meeting
February 18, 2014
Snohomish Hall 304
4:30 p.m.

Mission: Edmonds Community College strengthens our diverse community by helping students access educational and career opportunities in a supportive environment that encourages success, innovation, service and lifelong learning.

- | | | |
|---------|--|-----------|
| 4:30 PM | A. Call to Order | Clay |
| | B. Introductions | Clay |
| 4:35 PM | C. Public Comments | Clay |
| 4:40 PM | D. Community Conversation | |
| | 1. WGU Washington | Floten |
| 5:10 PM | E. Approval of Meeting Minutes: November 21, 2013; January 23, 2014 | Clay |
| | F. Next meeting: March 13, 2014, 4:30 p.m. | |
| 5:15 PM | G. Old Business – Action | |
| | 1. Approval of Board Policy Revisions: B 2.3 and B 2.4 (Resolution No. 14-2-1) | Cassidy |
| 5:20 PM | H. New Business – First Consideration | |
| | 1. Consideration of Tenure | Miulli |
| | 2. Consideration of Continuing Probationary Status | Miulli |
| | 3. Consideration of Sustainable Agriculture Education Certificates | Williams |
| 5:50 PM | I. Reports | |
| | 1. Students | Gonzalez |
| | 2. Classified Staff | Pollardo |
| | 3. Faculty | West |
| 6:00 PM | J. Foundation Report | Clay |
| 6:10 PM | K. President’s Report | Hernandez |
| 6:20 PM | L. Board Policy Review | Cassidy |
| | B 3.1, B 3.2, B 3.3, B 3.4 | |

**EDMONDS COMMUNITY COLLEGE
WASHINGTON COMMUNITY COLLEGE DISTRICT 23
BOARD OF TRUSTEES – AGENDA
FEBRUARY 18, 2014
PAGE 2**

6:30 PM	M. Board Discussion	Clay
6:50 PM	N. Executive Session	Clay
7:15 PM	O. Adjournment	Clay

Times are estimates only and subject to change.

The Board of Trustees may convene to an Executive Session to discuss matters covered under RCW 42.30.110. Action from the Executive Session may be taken, if necessary, as a result of items discussed in the Executive Session.

Edmonds Community College will schedule meetings in locations that are free of mobility barriers. Information for individuals with hearing or visual impairments can be provided when adequate notice is given to the Office of the President, 425-640-1516.



Board of Trustees

Regular Meeting Minutes November 21, 2013

DRAFT

Trustees Present: Diana Clay, John Jessop, Quentin Powers, Dick Van Hollebeke, and Emily Yim
Others Present: Mark Cassidy, Max Chen, Dana Connolly, Pat Copeland, David Cordell, Dr. Tonya Drake, Nancy Garland, Jackie Gonzalez, Dr. Jean Hernandez, Kevin McKay, Patty Michajla, Gail Miulli, Beth Nichols, Nicola Smith, Andrew Smolen, Brian Soergel, Carol Summers, Chris Szarek, Mark Von Weber, and Margaret West

VETERANS RECEPTION

A reception was held in honor and recognition of Edmonds CC employees who have served in the armed forces and in celebration of Veterans Day.

CALL TO ORDER AND INTRODUCTION OF GUESTS

Diana Clay, board chair, called the meeting to order at 4:47 p.m., welcomed those present, and asked for self-introductions.

PUBLIC COMMENTS

No public comments

VETERANS RECOGNITION

Chris Szarek, Veterans Resource Center Director, spoke about the new veterans center serving EdCC students and employees who are former service members. He distributed “EdCC Vet Strong” wristbands, spoke about the office location and opportunities offered, Veteran’s Awareness Day, scholarships and emergency funds, and the *Boots to Books and Beyond* campaign.

APPROVAL OF MINUTES

Attachment A

Motion: Trustee Van Hollebeke moved and Trustee Powers seconded the approval of the October 10, 2013 meeting minutes.

Approved

NEXT MEETING

January 23, 2014, 4:30 p.m., Snohomish Hall 304.

OLD BUSINESS - ACTION

Approval of 2014 Board of Trustees Meeting Schedule (Resolution No. 13-11-1) – Diana Clay
Attachment B

The Board received the 2014 meeting schedule at the October meeting for their consideration. There was no further discussion regarding the schedule.

Motion: Trustee Van Hollebeke moved and Trustee Yim seconded the approval of Resolution No. 13-11-1.

Approved

Approval of Board Policy Revisions B 1.1, B 1.2, B 1.3, B 2.1 (Resolution No. 13-11-2) – Mark Cassidy

Attachment C

Vice President Cassidy provided an explanation of the Board Policies listed in Resolution No. 13-11-2 (B 1.1, B 1.2, B 1.3, B 2.1). These policies were first reviewed at the September 12, 2013 meeting and the Board was advised of recommended changes at the October 10, 2013 meeting. As a result, the appropriate changes were made to align the Board Policies with the language requirements of accreditation and to better reflect the recent work completed on the College's Mission Statement, Vision Statement, Core Themes, Strategic Objectives, and Values, as well as the Strategic Plan and SIMPLE Plan.

Motion: Trustee Jessop moved and Trustee Van Hollebeke seconded the approval of Resolution No. 13-11-2.

Approved

NEW BUSINESS – ACTION

Ms. Pat Copeland, Dean of Health and Human Services Division, presented four new stackable certificates in Early Childhood Education for consideration and approval. She provided an overview of each certificate. The four certificates include:

Approval of Early Childhood Education Initial Certificate (RN 13-11-3) – Pat Copeland

Attachment D

Motion: Trustee Van Hollebeke moved and Trustee Jessop seconded the approval of Resolution No. 13-11-3.

Approved

Approval of Early Childhood Education Certificate of Specialization – General (RN 13-11-4) – Pat Copeland

Attachment E

Motion: Trustee Van Hollebeke moved and Trustee Jessop seconded the approval of Resolution No. 13-11-4.

Approved

Approval of Early Childhood Education Certificate of Specialization – Infant/Toddler (RN 13-11-5) – Pat Copeland

Attachment F

Motion: Trustee Van Hollebeke moved and Trustee Jessop seconded the approval of Resolution No. 13-11-5.

Approved

Approval of Early Childhood Education Certificate of Specialization – Administration (RN 13-11-6) – Pat Copeland

Attachment G

Motion: Trustee Van Hollebeke moved and Trustee Jessop seconded the approval of Resolution No. 13-11-6.

Approved

NEW BUSINESS FIRST CONSIDERATION

Consideration of Board Policy Revisions B 2.3 and B 2.4 – Mark Cassidy

Attachment H

Vice President Cassidy explained the revisions to Board Policies B 2.3 and B 2.4 which reflect changes to the outdated terminology that will now be aligned with the current terminology being used for accreditation and other related policies. Other revisions include reference to the Board now reviewing their policies annually, changing the month of the President's annual performance appraisal, and combining two policies into one.

The Board will be asked to approve the revised policies, B 2.3 and B 2.4, at the February 18, 2014 meeting.

MONITORING REPORTS

Grants – Beth Nichols, Executive Director of Grants and Strategic Initiatives, and Joy Howland, Director of Grants and Special Projects

Attachment I

The Board received an update on the latest grants that the College has secured and those that are still pending. Grants received in 2012-2013 totaling \$6,036,100 include: Sustainable Agriculture Program (SAGE); Progressive, Accelerated Certificates for Employment in IT (PACE-IT); The National Aviation Consortium (NAC); Student Wellness Center; and the College Access Challenge Grant.

The National Science Foundation (NSF) grant pending totals \$1,714,600 for MatEdU for the National Resource Center for Materials Technology Education and for STEM Fellows Collaborative, which is a partnership with the Washington Alliance for Better Schools.

Head Start Update – Dana Connolly, Executive Director, Head Start

Attachment J

The Board received an update on the Snohomish County Head Start & Early Head Start program including the mission statement and organizational goals. Dana Connolly reported on comparative data showing improvements in many areas of learning and development. Patterns and trends were discussed.

REPORTS

Student Representative – Jackie Gonzalez

Attachment K

Classified Representative – Patti Pollardo

No report

Faculty Representative – Margaret West

Attachment L

FOUNDATION REPORT – Diana Clay

Trustee Clay reported on the following Foundation Board Activities:

- The annual scholarship breakfast was held on October 13. Scholarship recipients were able to meet with the donors.
- The November 12th Foundation board meeting included a presentation by the Creative Retirement Institute.

- The annual Foundation auction will be held on February 22. Information was shared with the Trustees about sponsorship opportunities.
- The Foundation has decided to hold a new annual awards event. The reception will be held this year on April 17, 2014, in the evening, and will honor all of the various individuals who receive awards. In recent years, the awards presentation has been held in conjunction with the May employee recognition luncheon. The awards will include: the Distinguished Alumni Award; the staff and faculty awards; a new award (yet unnamed) to recognize supporters of the Foundation; a possible community partner award; the Transforming Lives Award nominee; and others who have received national awards or recognition. The Board of Trustees' *Excellence in Education Award* recipient will also be recognized at this reception. Donors, legislators, and community partners will be invited to the event. All award recipients will also be announced at the May employee recognition event held on May Building Community Day.

PRESIDENT'S REPORT – Dr. Jean Hernandez

Attachment M

In addition to the attached report, President Hernandez reported on the following:

- The Board will receive the final accreditation third year report approximately January 2. They will have three weeks to read the report before their January 23 meeting, at which time they will be asked to sign a certification letter to acknowledge their approval of the report and that it is ready to go forward to the Northwest Commission on Colleges and Universities.
- Due to weather-cancelled flights, Dr. Hernandez was unable to attend the recent Washington DC meeting sponsored by the New America Foundation, Western Governors University, the American Association of Community Colleges and the American Council on Education, where she was to join other CTC presidents on a panel regarding competency based education.
- The Boeing Ethics Challenge is taking place on our campus tomorrow. Trustee Van Hollebeke will be one of the judges. The winning team will receive a tour of the Boeing Company.
- Everett CC and Edmonds CC will hold a joint retreat tomorrow at the WATR Center to discuss aerospace training.
- HB 2088 involves supplemental funding for the aerospace industry. We are uncertain if the legislators may alter that bill during the regular legislative session, January-March 2014. The College is waiting to hear about aerospace funding.

BOARD POLICY REVIEW – Mark Cassidy

Attachment N

Policy Minor Edits – Informational – B 2.2, B 2.5

Mr. Cassidy explained the minor language edits to Board Policy B.2.2, and a numbering revision of B 2.5. These are minor changes not requiring Board approval and are informational only.

First Review – B 2.7, B 2.8, B 2.9, B 2.10, B 2.11

The Board reviewed the above policies and determined that no major revisions would be necessary requiring Board approval. It was decided that staff would proof them for any necessary language revisions to keep them consistent with the language revisions previously made to the earlier policies. Numbering changes to these policies will be necessary due to the elimination of B 2.5, thus keeping the policies sequentially numbered.

BOARD DISCUSSION – Diana Clay

Board Draft 2013-2014 Goals – Diana Clay and Emily Yim

Trustees Yim and Clay recently met to discuss the creation of the Board's 2013-2014 goals. This would be an annual goal-setting process using the outcomes of their board assessment. They reviewed the 2012-

2013 board assessment and highlighted some areas that could be used for those goals. It was suggested that the Board would establish two to three goals per year. The Trustees agreed to discuss the highlighted draft goals further during the January 23rd study session.

Agenda Items for the January 23, 2014 Study Session – Diana Clay

Agenda items will include:

- Board 2013-2014 Goals
- STEM, robotics, and engineering programs
- Other items will be added

Seattle Times Article

While recently attending the race exhibit in Seattle in his student government role, Trustee Jessop was interviewed by a Seattle Times reporter and will be featured on the front page of this Sunday’s Seattle Times.

Trustee Vacancy

Trustee Van Hollebeke inquired if any news has been received from the Governor’s office regarding the open trustee position. There has been no word yet from the Governor’s assistant for Boards and Commissions on this appointment.

EXECUTIVE SESSION

At 7:25 p.m. the Board entered into executive session to discuss real estate. No action was taken as a result of the executive session.

ADJOURNMENT

The meeting was adjourned by Chair Diana Clay at 7:58 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

Diana Clay, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary

**ATTACHMENT K
BOARD OF TRUSTEES**

Monthly Meeting Report

STUDENT GOVERNMENT

November 21, 2013

Strengthen our diverse community

- The Executive Board fully supported the “Veterans Awareness” event on November 7th, which was well-attended. We had a chance to recognize veteran students, and to bring awareness to the Boots to Books fundraiser efforts, while recognizing veteran students and employees
- Funded thirty students to attend the outstanding Pacific Science Center Exhibition on Race.
- The Board continues to support the lactation room operations for the academic year.
- We’re proud to report that the Triton Women’s Soccer team finished second in the Northwest Athletic Association of Community Colleges. They lost the final to Peninsula College 2-1. The Executive Board wishes to give congratulations to the women’s soccer team and coaches for a great season.

Providing educational opportunities

- All board members attended the Legislative Academy. This conference was extremely informative on the legislative process and advocacy. Equally important, the board had the opportunity to speak to representatives about issues that concerns Community and Technical colleges. This new information will be utilized to educate EdCC students about legislation and advocacy.
- Executive officer for community Relations is partnering with Ksenia Koon, ACCE Director, and Dr. Drake to plan College Civics week. This week will be dedicated to engage and educate students on activism.

Helping students access career opportunities

- Allocated additional funding to CSEL’s Front desk student employees to assure their winter operations, as a result of lost funding.

Encouraging innovation, service, and lifelong learning

- Hosted The Lung Health and Tobacco Information Fair to provide lifelong learning to all students, staff, faculty, and the community regarding the effects of tobacco. We are providing resources to our college as our school is becoming a tobacco free campus.
- Hosted the “State of your Mind” event to create campus awareness between executive board and students regarding current issues. The board had very engaging conversations with students, who provided valuable input and ideas for the Executive Board to follow up on.

Submitted by: Jacqueline Gonzalez, Executive Officer for Community Relations

ATTACHMENT L
BOARD OF TRUSTEES
Monthly Meeting Report
AFT Local 4254 EdCC Faculty
November 21, 2013

I have a very short report this time. The issues that the faculty are dealing with through the faculty union include Department Head Release Time, the effective dates of a faculty pay increase, and faculty workload.

I am happy to report that we are working well, and, so far, amicably, with the respective administrators.

Thank you.

Margaret West
President
Local 4254
Edmonds Community College Federation of Teachers



Board of Trustees

Washington Community College District 23

President's Report

ATTACHMENT M

President Jean Hernandez Event Highlights for October 11 – November 21, 2013

The Verdant Health Commission, through the leadership of Carl Zapora, has been working since 2011 to identify health issues, gaps, and opportunities in South Snohomish County, and has been actively investing in quality health and wellness programs in our community. I have been meeting with Carl Zapora and his staff, along with our vice presidents of instruction and workforce and dean of Health and Human Services to discuss perspectives and insights with regard to how we can best serve our community. We are fully committed to partnering with Verdant Health Commission to increase awareness and enhance our current services to our students, employees, and community.

A mock accreditation visit was held on our campus on October 29, and three colleagues from local community and technical colleges reviewed our report, met with employees and students at the college, and provide a critique of how well, in their opinion, Edmonds CC was prepared for our March 2014 Third Year accreditation visit by the Northwest Commission on Colleges and Universities. Overall, they were very positive about our Third Year Report. Areas for us to improve included better attendance of employees at open sessions, clearer understanding of our new Strategic Planning Councils, and more awareness across the college about the accreditation process. Currently, we are discussing next steps in President's Cabinet and will work continue to work with all areas of the college in preparation for the March 2014 visit.

Edmonds CC has a very strong partnership with the City of Edmonds as was noted when the College was invited to participate in a number of activities with our City of Edmonds "Sister City" Hekinan, Japan. College representatives attend the 25th Anniversary Cultural Fair with lobby displays, activities and performances held at the Edmonds Center for the Arts. Mayor Earling invited President Hernandez and Trustee Van Hollebeke to attend the Friendship Dinner which he hosted. In addition, a group of approximately 35 delegates from Hekinan visited our college to learn more about our programs and tour the campus. On numerous occasions the Hekinan delegates were told of the great partnership between City of Edmonds and Edmonds CC. This was a great testament to the College community that we are viewed by the City of Edmonds as strong leaders in higher education and international education.

President's Report to the Board
November 21, 2013
Page 2

This September we “kicked off” our PACE-IT program (Progressive, Accelerated Certifications for Employment in Information Technology) which is federally funded through a grant from the U.S. Department of Labor. Fifty-one students started the two new certificates: Technology and Integration Support and Web Developer, which are both 44 credits and are offered completely online through a competency-based learning model. The grant covers the faculty salaries and other equipment/software needs of the program, so students only pay for books, enrollment fees, and any certification exam fees. It is student-focused, self-paced, and designed for student success. Because Edmonds CC is a leader in the nation on competency based education in community colleges, I have been asked to serve on two presidents panels: (1) the League for Innovation’s STEMTech conference in Atlanta, Georgia and (2) the New American Foundation (a national think tank), sponsored jointly with the American Council for Education and the American Association for Community College’s policy summit in Washington, DC.

We were proud to host 105 attendees at our Donor Scholarship Breakfast this month. Both donors and students expressed appreciation for being able to meet each other and learn more about the successes of our students through the Foundation’s generous financial support. \$160,000 was awarded as scholarships for our students for the 2013-2014 academic year. This is another great example of how we are breaking down financial barriers for our students and supporting them in reaching their educational and personal goals.



Board of Trustees

Washington Community College District 23

**Special Meeting
Minutes
January 23, 2014**

DRAFT

Trustees Present: Diana Clay, John Jessop, Quentin Powers, Dick Van Hollebeke, and Carl Zapora

Trustee Absent: Emily Yim

Others Present: Pat Averbeck, Patrick Burnett, Mark Cassidy, Christina Castorena, Max Chen, Joe Duggan, Larry Cluphf, David Cordell, Dr. Tonya Drake, Dr. Jean Hernandez, Kay Latimer, Susan Loreen, Kevin McKay, Patty Michajla, Gail Miulli, Jim Mulik, Kelvin Nesvog, Melissa Newell, Marian Paananen, Ed Sargent, Dr. Elliot Stern, and Carol Summers

CALL TO ORDER AND INTRODUCTION OF GUESTS

Diana Clay, Board Chair, called the meeting to order at 4:34 p.m., welcomed those present, and asked for self-introductions.

PUBLIC COMMENTS

No public comments

NEW BUSINESS – ACTION

Approval of Accreditation Third Year Report – Dr. Jean Hernandez

Attachment A

The Trustees were presented with the final copy of the Accreditation Third Year Report. President Hernandez acknowledged the many individuals who worked on the report and thanked Jim Mulik and Melissa Newell for their efforts.

Motion: Trustee Powers moved and Trustee Jessop seconded the approval of the Accreditation Third Year Report.

Approved

STUDY SESSION

A study session was held to discuss the following programs offered at Edmonds Community College.

- Washington Aerospace Training and Research (WATR) Center – Larry Cluphf, Executive Director
- Medical Devices – Susan Loreen, Vice President, Workforce Development and Training
- Robotics – Kay Latimer, Instructor, STEM Division
- Engineering – Patrick Burnett, Chair, Engineering Department
- STEM Overview; Four-Year Degrees; Potential Partnerships; Math Redesign – Dr. Elliot Stern, Dean, Science, Technology, Engineering and Math Division
- PACE-IT (Progressive, Accelerated Certifications for Employment in Information Technology Update – Ed Sargent, Project Director, PACE-IT Grant

BOARD DISCUSSION – Diana Clay

2012-2013 Annual Financial Statement – Marian Paananen

Attachment B

Marian Paananen distributed the 2012-2013 Annual Financial Statement to the Trustees and provided a brief explanation of the highlights.

Financial Audit – Dr. Jean Hernandez

President Hernandez met recently with Chair Diana Clay and Vice President Kevin McKay to discuss the state financial audit of the Head Start program.

Strategic Planning Councils – Fall 2013 Quarterly Update – Dr. Jean Hernandez

President Hernandez provided an update on the accomplishments of the six Strategic Planning Councils. She will provide a more formal report about the various councils in the spring.

2013-2014 Draft Board Goals – Emily Yim and Diana Clay

The Board discussed their draft 2013-2014 goals. Discussion included:

- Schedule joint meetings with other boards of trustees and area school district boards.
- Vice President Summers will schedule legislative visits in Olympia which will involve trustees.
- The five draft goals will be condensed into three and presented at the February 18th meeting.

At 7:40 p.m. the Board entered into executive session for 20 minutes.

EXECUTIVE SESSION

The Board met in executive session to discuss labor relations. No action was taken as a result of the executive session. At 8:00 p.m. the Board entered into regular session.

BOARD DISCUSSION

- Vice President Kevin McKay provided the following updates:
 - In response to a recent student concern regarding parking availability, he reported that there are several nearby lots within 7-10 minutes walking distance. Per code, the College must provide 34 handicapped parking stalls and we offer 60. Additional parking will be required when the new Science, Engineering & Technology building is constructed. A formal parking study will be conducted.
 - The 204th Street roundabout construction by the City of Lynnwood will begin in late fall 2014 and is scheduled to be completed early summer 2015.
 - The 10-year facility master plan has been initiated this month and is scheduled for completion in October. The architects are Schacht-Aslani.
- The Federation of Teachers officers will host a dinner with the Trustees and President Hernandez on March 5 in the College Café.
- Legislative meetings will be scheduled for the Trustees and President Hernandez while they attend the February 10-13 Association of Community Colleges Trustees National Legislative Summit in Washington, DC.

ADJOURNMENT

The meeting was adjourned by Chair Diana Clay at 8:30 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

Diana Clay, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary



Board of Trustees

Washington Community College District 23

Background

AMENDMENTS TO SELECTED BOARD POLICIES

Subject

Consideration and approval of amendments to Board Policies B 2.3 and B 2.4.

Background

The Board of Trustees is reviewing all Board Policies on an annual basis in an effort to ensure they are aligned with the language requirements of accreditation and reflect current practices. Board Policies B 2.3 and B 2.4 were presented for review at the October 10, 2013 meeting and first consideration at the November 21, 2013 meeting.

As a result of these reviews, the appropriate changes have been incorporated into the two Board Policies to reflect changes discussed during prior meetings.

Copies of the final drafts of these policies are provided with this background statement.

Recommendation

The staff of Edmonds Community College recommends the Board approve the amendments made to Board Policies B 2.3 and B 2.4 at the February 18, 2014 meeting.



Board of Trustees

Washington Community College District 23

Resolution No. 14-2-1

Amendments to Board Policies B 2.3 and B 2.4

WHEREAS, the Board of Trustees is reviewing all Board Policies on an annual basis in an effort to ensure they are aligned with the language requirements of accreditation and reflect current practices, and

WHEREAS, the Board has discussed and reviewed proposed amendments to Board Policies B 2.3 and B 2.4 presented for review at the October 10, 2013 meeting and first consideration at the November 21, 2013 meeting, and

WHEREAS, the appropriate changes are incorporated into the two Board Policies to reflect changes discussed during prior meetings,

NOW THEREFORE BE IT RESOLVED, that the Edmonds Community College Board of Trustees approves the amendments to Board B 2.3 and B 2.4 as presented.

Diana Clay, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary



Board of Trustees

Washington Community College District 23

Background

CONSIDERATION OF TENURE

Subject

Consideration of tenure for

Sandy Arnold	Early Childhood Ed. (Health & Human Services Division)
Tom Fleming	Physics (Science, Technology, Engineering & Math Division)
Meryl Geffner	Library (Learning Resource Division)
Steve Hailey	Computer Information Systems (Science, Technology, Engineering & Math Division)
Doug Owen	Mathematics (Science, Technology, Engineering & Math Division)

Background

The Board of Trustees is required to consider the award or denial of tenure following a probationary period not to exceed nine (9) consecutive quarters, excluding summer quarters and approved leaves of absence. Sandy Arnold, Tom Fleming, Meryl Geffner, Steve Hailey, and Doug Owen have completed their probationary periods and are recommended for consideration of tenure.

Recommendation

Approval of tenure for Sandy Arnold, Tom Fleming, Meryl Geffner, Steve Hailey, and Doug Owen be granted at the March 13, 2014 Board of Trustees meeting.



Board of Trustees

Washington Community College District 23

Background

CONSIDERATION OF CONTINUING PROBATIONARY STATUS

Subject

Board of Trustees consideration of renewal or non-renewal of probationary appointments for academic employees.

Background

The Board of Trustees is required to decide whether or not to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year. Faculty under consideration for probationary appointment renewal are:

Second Year Appointments

Deborah Clarke, English for Academic
Purposes (International)
Karen Fenner, ABE/ESL (International)
Kari Guedea, Business Information
Technology (Business)
Scott Haddock, Paralegal (Health & Human
Services)
Patrick Rolland, Intensive ESL (International)
Heather Walsh, Chemistry (STEM)
Barbara Whalen, Adult Basic Education
(Pre-College)

Third Year Appointments

Dusty (Edward) Brannan, High School
Completion (Pre-College)
Christine Kobayashi, English for Academic
Purposes (International)
Tiffany Ledford, Mathematics (STEM)
Jonathan Miller, Biology (STEM)
Jeff Owens, Chemistry (STEM)
Lisa Schubert, Bridge (Pre-College)
David Beckman, Carpentry (Corrections)
Simone Dunlap, Intensive ESL
(International)

Recommendation

Information is presented to the Board of Trustees for their review and consideration. Recommendation is that the Board of Trustees renews the second year and third year probationary appointments at the March 13, 2014 meeting.



Board of Trustees

Washington Community College District 23

Background

APPROVAL OF NEW CURRICULA

Subject

Board of Trustees first consideration of the Sustainable Agriculture Education-Urban Agriculture Systems Certificate: Crop Production Certificate.

Background

This certificate provides a theoretical foundation in urban agriculture through the study of sustainability principles, ecology in agricultural systems, and plant and soil sciences, while focusing on the knowledge, skills, and techniques to cultivate urban food crops for year-round organic production and seasonal harvests in the maritime climate of the Puget Sound bioregion. This certificate may be combined with the Urban Agriculture: Whole Systems certificate to complete the larger, Urban Agriculture Systems certificate.

This certificate requires successful completion of a minimum of **28** credits as outlined. A minimum of 30 credits or one-third of the required credits, whichever is less, must be earned at Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of **2.0** in all college-level courses.

Recommendation

Board of Trustees approval of the Sustainable Agriculture Education-Urban Agriculture Systems Certificate: Crop Production Certificate at the March 13, 2014 meeting.



Board of Trustees

Washington Community College District 23

Background

APPROVAL OF NEW CURRICULA

Subject

Board of Trustees first consideration of the Sustainable Agriculture Education-Urban Agriculture Systems Certificate.

Background

This certificate provides a theoretical foundation in urban agriculture through the study of sustainability principles, ecology in agricultural systems, and plant and soil sciences, and combines specialty knowledge, skills, and techniques in urban crop production and whole systems. The crop production specialty trains students to cultivate urban food crops for year-round organic production and seasonal harvests in the maritime climate of the Puget Sound bioregion. The whole systems specialty trains students to assess, design, operate, and manage agriculture systems appropriate for urban environments - including vertical, rooftop, hydroponic, and aquaponic systems.

This Certificate requires successful completion of a minimum of **40** credits as outlined. A minimum of 10 credits or one-third of the required credits, whichever is less, must be earned at Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of **2.0** in all college-level courses.

Recommendation

Board of Trustees approval of the Sustainable Agriculture Education-Urban Agriculture Systems Certificate at the March 13, 2014 meeting.



Board of Trustees

Washington Community College District 23

Background

APPROVAL OF NEW CURRICULA

Subject

Board of Trustees first consideration of the Sustainable Agriculture Education-Urban Agriculture: Whole Systems Certificate.

Background

This certificate provides a theoretical foundation in urban agriculture through the study of sustainability principles, ecology in agricultural systems, and plant and soil sciences, while focusing on the knowledge, skills, and techniques to assess, design, operate, and manage agriculture systems appropriate for urban environments – including vertical, rooftop, hydroponic, and aquaponic systems. This certificate may be combined with the Urban Agriculture: Crop Production certificate to complete the larger, Urban Agriculture Systems certificate.

This Certificate requires successful completion of a minimum of **28** credits as outlined. A minimum of 10 credits or one-third of the required credits, whichever is less, must be earned at Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of **2.0** in all college-level courses.

Recommendation

Board of Trustees approval of the Sustainable Agriculture Education-Urban Agriculture: Whole Systems Certificate at the March 13, 2014 meeting.



Board of Trustees

Washington Community College District 23

President's Report

President Jean Hernandez Event Highlights for November 22, 2013 – February 7, 2014

I attended the Boeing VIP tour in conjunction with the Ethics Challenge Day that was held on our campus in November. We had approximately 20 students attending and were treated to an excellent view of airplane production. We should all be very proud of the great aerospace industry leader, The Boeing Company, in our backyard.

We were pleased that our newest trustee, Mr. Carl J. Zapora, was appointed by Governor Inslee in December. He joined the other trustees and me at the January TACTC Winter Conference and attended the new trustee orientation, along with Trustee Jessop. We are looking forward to working with Trustee Zapora and appreciate his long standing involvement in South Snohomish County. Trustee Zapora was confirmed by the Senate on February 4. Trustees Jessop and Clay were also confirmed in January. Congratulations to all three!

I joined Everett CC President Beyer, along with our respective staff members and Snohomish County leaders for our second Edmonds/Everett CC Joint Aerospace Retreat on February 5. We will be receiving a summary report from Mr. Andrew Ballard who facilitated this event in the next few days.

The Veterans Campaign is well under way. As of January 31, 2014, we have received \$775,000 in pledges and/or actual donations towards our \$1,000,000 goal. We are very proud of our Student Government members for agreeing to contribute \$125,000 towards this campaign to honor our students who have served in the armed forces.

The ribbon cutting ceremony for the new Veterans Resource Center took place on January 31. We had a great turnout of Trustees, community members, students, faculty, and staff. In particular, it was wonderful to have our very own Mayor Nicola Smith address the attendees. It was a great celebration!!

The President's Office and College Relations/Foundation Office relocated to the remodeled third floor of Gateway Hall the first week in February. We are pleased with our beautiful new office space and look forward to our future board of trustees meetings and other special events to be held in the Gateway Hall Board room. We had hoped to hold the February meeting in the new space but the final details will not be ready until the March meeting.



Board of Trustees

Washington Community College District 23

Background

REVIEW OF SELECTED BOARD POLICIES

Subject

Review of Board Policies B 3.1, B 3.2, B 3.3, and B 3.4.

Background

The Board of Trustees is reviewing all Board Policies on an annual basis in an effort to ensure they are aligned with the language requirements of accreditation and reflect current practices. The following policies are being initially reviewed at the February 18, 2014 meeting:

- B 3.1 Philosophy of Governance
- B 3.2 Board of Trustees Bylaws
- B 3.3 Board Job Description
- B 3.4 Chairperson's Role

As a result of the initial review, President Hernandez and the Board of Trustees may recommend making amendments to any of these policies, for first consideration at the March 13, 2014 meeting of the Board of Trustees.

Copies of the four current policies are provided with this background statement for first review by the Board of Trustees.

Recommendation

The staff of Edmonds Community College recommends the Board review Board Policies B 3.1, B 3.2, B 3.3, and B 3.4 for possible amendments, with any proposed amendments to be returned for first consideration at the next scheduled Board meeting on March 13, 2014.