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Washington Community College District 23

**Agenda**  
**Regular Meeting**  
**March 10, 2011**  
**Cascade Conference Room**  
**Snohomish Hall 304**  
**4:30 p.m.**

**Estimated Time (p.m.)**

- 4:30 **Call to Order** – Emily Yim
- 4:32 **Introduction of Guests** – Jean Hernandez
- 4:35 **Public Comments** – Emily Yim  
*(Public comments will pertain to agenda items only – 2 min. each)*
- 4:45 **Approval of Meeting Minutes:** February 10, 2011 – Emily Yim  
**Next meeting:** Regular meeting: April 14, 2011, 4:30 p.m.
- 4:50 **Special Presentations**
- Recognition of Cyndi Schaeffer and Larry Cluphf – Bellwether Award – Bill Toskey
  - Recognition of Center for Families’ Child Care and Head Start Programs (RN 11-3-1) – Nicola Smith
- 5:00 **Old Business – Action**
- Approval of Tenure Status – Marty Cavalluzzi
- 5:30 **Executive Session** – Emily Yim
- 5:40 **Old Business – Action (continued)**
- Approval of Tenure Status (RN 11-3-2) – Marty Cavalluzzi
  - Approval of Baking ATA Degree (RN 11-3-3) – Marty Cavalluzzi
- 5:50 **New Business – First Consideration**
- Consideration of Continuing Probationary Status – Marty Cavalluzzi
- 5:55 **Executive Session** – Emily Yim
- 6:05 **New Business – Action**
- Approval of Continuing Probationary Status (RN 11-3-4) – Marty Cavalluzzi
- 6:10 **Monitoring Report**
- Budget Status – Kevin McKay
- 6:25 **Board Updates (2 min. each)**
- Faculty Representative – Margaret West
  - Classified Representative – Patti Pollardo
  - Student Representative – Ean Olsen
- 6:35 **President’s Report** – Jean Hernandez
- 6:45 **Board Discussion** – Emily Yim
- TACTC Legislative Action Committee Update – Dick Van Hollebeke
- 7:10 **Executive Session** – Emily Yim
- 7:20 **Adjournment**

*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, and interpreters for deaf individuals and Braille or taped information for blind individuals can be provided when adequate notice is given to the Office of the President, 425-640-1516.*



## Board of Trustees

### Regular Meeting February 10, 2011 Minutes

***DRAFT***

Trustees Present: Mauri Moore, Quentin Powers, Dick Van Hollebeke, Jeannette Wood

Trustee Absent: Emily Yim

Others Present: Arlene Anderson, Marty Cavalluzzi, David Cordell, Jean Hernandez, Kevin McKay, John Michaelson, Patty Michajla, Ean Olsen, Patti Pollardo, George Smith, Bill Toskey, Margaret West, students, staff, faculty, and community members

#### **CALL TO ORDER**

The February 10, 2011 meeting was called to order at 4:30 p.m. by Vice Chair Dick Van Hollebeke.

#### **INTRODUCTION OF GUESTS**

All meeting attendees introduced themselves. President Jean Hernandez invited the audience to sign the meeting attendance sheet if they would like to have their name listed in the minutes as a meeting attendee.

#### **PUBLIC COMMENTS**

A 10-minute public comment period was provided. Margaret West, AFT President, asked the Trustees to consider allowing the public comments segment open rather than only pertaining to agenda items. Trustee Van Hollebeke noted that the Board would take this into consideration.

#### **APPROVAL OF MINUTES**

Attachment A

Mr. Van Hollebeke requested approval of the October 26, November 9, November 10, November 19, December 2, 2010, and January 22, 2011, Board meeting minutes.

*Quentin Powers moved and Mauri Moore seconded the approval of the meeting minutes.  
Approved*

**NEXT MEETING – March 10, 2011, 4:30 p.m.**

#### **OLD BUSINESS - ACTION**

##### **Approval of Emergency Services Coordinating Agency (ESCA) Mitigation Plan (RN 11-2-1) – Kevin McKay**

Attachment B

Kevin McKay, Vice President of Finance and Operations, provided a review of the ESCA mitigation plan information that was previously presented to the Board. Edmonds Community College has recently been asked to participate in the regional planning efforts. The plan includes all natural disasters that could occur while the college campus may be occupied. Since the Federal Emergency Management Agency

(FEMA) requires that each local jurisdiction adopt a mitigation plan in order to minimize loss of life and property damage in the event of a natural disaster, the Board is required to adopt the resolution approving Edmonds Community College as a participant in the North King and South Snohomish Counties Regional Mitigation Plan.

***Mauri Moore moved and Jeannette Wood seconded the approval of Resolution No. 11-2-1.  
Approved***

**Approval of New Presidential Evaluation Instrument (RN 11-2-2) – Dick Van Hollebeke**

Attachment C

A new presidential evaluation instrument was presented to the Trustees for first consideration at the November Board meeting. Mr. Van Hollebeke explained the format for the new presidential evaluation instrument noting that additional discussion and revision took place at the January 22<sup>nd</sup> Board retreat.

***Quentin Powers moved and Jeannette Wood seconded the approval of Resolution No. 11-2-2.  
Approved***

**NEW BUSINESS – FIRST CONSIDERATION**

**Consideration of Tenure Status – Marty Cavalluzzi**

Attachment D

Marty Cavalluzzi, Vice President of Instruction, presented a brief summary of the appointment review process. The Trustees will be asked to approve tenure status for five faculty members at the March 10 Board meeting. Tenure packets were distributed for Lyn Eisenhower, Erika Ferreri, Sophia Ju, Ross Monroe and Nicholas Sibicky.

**Consideration of Baking ATA Degree – Marty Cavalluzzi**

Attachment E

The area of hospitality and tourism in Snohomish County is growing rapidly and one of those needs is in the culinary arts area for trained bakery professionals. In response to this need, the College has created a 91-credit baking associate of technical arts degree. Susan Loreen, Dean of the Business Division, provided background information.

**Consideration of 6600 Building Property Acquisition – Kevin McKay**

Attachment F

Vice President Kevin McKay provided background information for the consideration of the 6600 Building (formerly known as the Beresford Building) property acquisition. He indicated that there is a growing space need on campus. The physical condition of the building will have to be considered in negotiations for the purchase. Discussion included the current budget situation and reserve funds that are available for contingency for operations, in addition to the COP debt service reserve funds. This purchase would have no impact on the permanent budget cuts coming forward. Further exploration of this purchase can not take place without approval by the Board of Trustees to proceed.

In addition to the Board of Trustees' authorization to purchase the building, the State Board would have to agree to the purchase, in addition to many other factors prior to actual purchase. Mr. McKay noted that any decisions would be made transparent with the rationale provided, and the campus would be informed.

President Hernandez added that the College is in a situation where classroom space is limited, and with the current state of the real estate market this would be an opportune time to purchase and allow expansion, particularly for the area of allied health.

#### **EXECUTIVE SESSION**

At 5:12 p.m. the Board entered into executive session.

#### **OPEN SESSION**

At 5:25 p.m. the Board reconvened into open session.

#### **Approval of 6600 Building Property Acquisition (RN No. 11-2-3) – Kevin McKay**

Attachment G

*Quentin Powers moved and Mauri Moore seconded the approval of Resolution No. 11-2-3.*

*Approved*

#### **MONITORING REPORTS**

##### **Foundation Update – Chris Marx**

Chris Marx, Executive Director of the Foundation, provided the following updates:

- President Hernandez has been introduced to numerous area groups and has been receiving invitations to community events in an effort to capture relationships with donors and community partners.
- The Jack and Elaine Oharah endowed scholarship now totals \$300,000. An anonymous donor has matched all donations, and Title III federal funds have doubled the total amount. This is the largest scholarship endowment in the Foundation's history.
- Becky Mackenstadt and John Littel were recognized last week as this year's college distinguished alumni.
- The annual college employee giving campaign is underway.
- The Foundation strategic plan is being implemented and their board is being strengthened through strategic recruitment. Four new board members were added in January: Brian Ferrell, Logan Harris, Wendy Popke, and Ken Reid. Membership is now up to 23.
- A Foundation retreat was held to discuss engaging their board in donor relationship building and strengthening community ties.
- The Foundation auction will be held March 5<sup>th</sup> in Woodway Hall.

##### **Five Star Consortium Update – Marty Cavalluzzi**

Attachment H

Vice President Cavalluzzi provided historical background information on the Five Star Consortium, which includes Edmonds, Everett, Shoreline, and Cascadia Community Colleges, and Lake Washington Technical College. The presidents and vice president counterparts from each college are meeting regularly. The vice president groups include Instruction, Student Services, Finance and Operation and Human Resources. A priority list of the Consortium was shared.

The consortium presidents met recently to discuss efficiency efforts among the five colleges and the work of the statewide Efficiency Study Steering Committee. The presidents will meet again on February 24<sup>th</sup> while attending the WACTC meeting in Olympia and will include an ITV meeting with all vice

presidents involved in the consortium as well as the international education vice presidents/directors, for reports about the progress they have made on the priorities within their respective areas.

Ean Olsen, Student Administrative Liaison, reported that he visited the other four colleges of the five star consortium to meet with their student government groups and invite them to begin their own student group of the consortium. Their first meeting will be held at Edmonds CC on March 1.

## **BOARD UPDATES**

- **Faculty Representative – Margaret West**  
Attachment I
- **Classified Representative – Patti Pollardo**  
Attachment J
- **Student Representative – Ean Olsen**  
Attachment K

Trustee Moore noted that the Trustees Association for Community and Technical Colleges (TACTC) has voted against having students serve on boards of trustees.

## **President's Report – Jean Hernandez**

Attachment L

In addition to the attached list of the meetings and events that have taken place during President Hernandez's first six weeks at Edmonds Community College, she reported on the following:

- The Governor's budget proposal for the 2011-2013 biennium. The budget implications for next year are still uncertain because there are still many legislative bills in process. This will be a difficult budget year for the College.
- This past week President's Cabinet voted to move forward on five tenure track positions for Fall 2011.
- Vice President George Smith is working on a threat assessment protocol to assist the College in looking at ways to provide an alert system on this campus.
- Recently student government approved a civility code for students.
- The first President's Cabinet retreat was held on February 2. President Hernandez and the vice presidents discussed individual goals, and conducted a "Strengths, Weaknesses, Opportunities, Threats (SWOT) analysis. The analysis involved discussion on working on future instructional models with faculty, addressing scarce resources, and heavy workload for employees. Discussion also included both communication and diversity efforts.
- President Hernandez will join Trustees Yim and Moore at the ACCT National Legislative Summit next week in Washington DC.
- International Night will be held on February 25<sup>th</sup> and all are encouraged to attend.

## **STUDY SESSION**

### **Legislative Activities – John Michaelson**

Attachment M

Vice President John Michaelson provided a powerpoint presentation about current legislative activities and priorities. Discussion involved State Board requests, Edmonds CC requests, key issues, pending legislation, and visits to Olympia.

### **Student Legislative Day – Ean Olsen and Mor Lee**

Forty Edmonds CC students attended a recent statewide legislative rally in Olympia. The students were given an hour to rally and provided many motivational speeches. The students also met with legislative representatives and staff. A post card was created to distribute to legislators. Civic Engagement Day will be held in Olympia on April 28.

## **BOARD DISCUSSION**

### **Mauri Moore**

- Trustee Moore requested that the Trustees send notes of welcome and appreciation to the four new Foundation Board members.

### **Dick Van Hollebeke**

- Trustee Van Hollebeke suggested that the Trustees and Foundation Board plan a joint social event this spring. President Hernandez added that she and Trustee Yim have also discussed joint meetings with the Edmonds School District and the Everett Community College Board of Trustees, possibly in May or June.

## **EXECUTIVE SESSION**

At 6:43 p.m. the Board entered into executive session. Vice President Marty Cavalluzzi and Assistant Attorney General, Arlene Anderson, were invited to join the executive session. No action was taken as a result of the executive session and the meeting was reconvened for the purpose of adjournment.

## **ADJOURNMENT**

The meeting was adjourned by Vice Chair Dick Van Hollebeke at 7:35 p.m.

## **ATTACHMENTS AVAILABLE UPON REQUEST**

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Emily Yim, Chair

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Date Approved

ATTEST:

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Jean Hernandez, Secretary

**ATTACHMENT I**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**AFT Local 4254 EdCC Faculty**

**February 10, 2011**

The members of the union's executive council have been considering ways to improve communications with other groups on campus. One suggestion has been to send our minutes to the trustees; consequently, the minutes for council meetings on November 17, 2010, December 1, 2010, and January 19, 2011 have been placed in your packets.

We have sad news and good news:

The sad news is that the first Reduction in Force hearing in the College's history will take place on February 24 and 25, 2011. The faculty member is Joanna Goff, the only full-time and tenured faculty member in Drama (Theater Arts) department. Faculty are concerned – actually shocked – at this turn of events.

The good news is that we have a mediation process on the issues in the Drama department scheduled for February 16, 2011. The union will make every effort to come to some kind of agreement, and the union also hopes that the college will come to the table with a similar intention.

Submitted by: Margaret West, President, Local 4254 Edmonds Community College Federation of Teachers

## ATTACHMENT J

### BOARD OF TRUSTEES

#### Monthly Meeting Report

#### WPEA/UFCW LOCAL 365

February 10, 2011

- The WPEA Executive Board approved a motion to create a College Scholarship for all members in good standing to apply for. We are developing a plan for a Scholarship Selection process which will include a Selection Committee composed of members from eastern and western Washington, and from the different types of bargaining units (higher education, general government, library systems). The Board is excited about bringing this to fruition as soon as possible!
- In a discussion brought up by one of the Board members from Skagit Valley College, another motion was approved regarding our legislative program. Our WPEA Executive Assistant to the President, omm'A Givens, and our new Legislative Assistant, Seamus Walsh, will be videotaping legislators to get their perspective on state employees, unions, education, and good/bad bills. They presented their video they created so far. For the first time in a long time, we feel there are legislators that we can count on and who honestly respect the work we all do. Seamus and omm'A are going to take the program out to our bargaining units and tape our member's stories about the budget and how it is impacting their work and personal lives, as well as their opinions about the budget itself and the impacts it will have on turning the economy around.
- Our next legislative update should include a list of the bills concerning WPEA's members, as well as talking points. At our Brown Bag meetings and District meetings we will go over the bills with our members, answer any questions they have and then use our cell phones to contact each member's legislators and send a message of how we would like them to help us out. It is difficult for most members to go down to Olympia to speak to their Representatives and Senators so we thought this would be another way for members to participate in our legislative program and help themselves along the way. I will be meeting with VP Michaelson in the near future so we can come up with a plan to work together regarding all the bills that affect the college and state employees.
- I inquired if the Board of Trustees knew about the College Promise Coalition. A couple heard about it under a different name. I gave Patty Michajla a copy of the information I had so she could make sure the Board got copies to review. Basically, this Coalition is an unprecedented partnership that brings together advocates for our colleges and universities, alongside students, parents, faculty, alumni, education advocates and leaders in business and labor, in order to urge the legislature to make higher education in Washington a top priority.
- WPEA and our Job Reps for our classified employees, as well as HR, are still continuing a couple investigations. We are all hoping there will be an end to them soon with equitable solutions/decisions so that all parties can move forward.

**Respectfully submitted by:** Patti Pollardo, WPEA Chief Job Representative  
Edmonds Community College Bargaining Unit



**ATTACHMENT K**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**Student Government**  
**February 10, 2011**

**Past Campus Events**

- 1/3-4 Welcome Back Booth, which served 2,555 students. A rare increase from fall to winter quarters.
- 1/4-5 Textbook Trading Fair
- 1/18 MLK Day Celebration with keynote speaker Derrick Ashong
- 1/21 Leadership is You Conference
- 2/8 Chocolate with a Twist, Coffee with a Conscious

**Community Involvement**

- Legislative Work (To be presented later)
- Executive Board and Program Board served with the Alderwood/Terrace Rotary Club for their Sharing Tree charity booth during the holidays
- Edmonds will be hosting the first Student Five Star Consortium Meeting on March 1<sup>st</sup>. The discussion will be focused on creating a larger campus community.

**Board Decisions**

- Allocated funding to provide umbrellas for building to building use on campus. Buckets located in many of the halls act as drop off points for the umbrellas after use.
- Budget process for S&A fees has begun. Existing programs are to have funding requests in by March 1<sup>st</sup>.
- The Board has allocated funds for student representation at the American Student Association of Community Colleges National Advocacy Conference March 18<sup>th</sup> to the 22<sup>nd</sup> during spring Break. Mor Lee, Executive Officer for Community Relations and myself have been selected by the board to attend the event and represent the students to our national legislator.

- Marketing for the new ORCA bus pass system will be rolling out in the very new future. Because of the new system we will be producing nearly 2500 new cards in spring quarter. Most of that will hopefully be done in the weeks prior to the beginning of the quarter. Having students get their passes earlier will help reduce lines that could be caused by only having one machine.

### **Athletics**

- Men's and Women's Basketball will be wrapping up their normal season at the end of the month.
- The promotional shirts that the Executive Board funded, designed, and produced helped to bring in over 100 Tritons fans to more than one game. The promotion of athletics has been a passion of our Executive Officer for Clubs, Jordan Wall.

**Submitted by: Ean Olsen, Administrative Liaison**



**President's Report  
February 10, 2011**

**ATTACHMENT L**

I absolutely love serving as President of Edmonds CC and have done my best to learn about the college and meet those responsible for making it such an outstanding institution. Here are some of the highlights from my first 40 days.

January 3 – Met with Ean Olson, my student government liaison, and faculty representative Margaret West my first day on the job. I also convened my first President's Cabinet meeting.

January 4 – Held an afternoon and an evening Welcome Back forum. The afternoon session was standing room only and the evening forum was also well attended.

January 5 – Had an early morning meeting with the executive board of the foundation and participated in a WACTC conference call late in the afternoon to discuss the governor's budget that was released earlier in the day. In between I had a series of meetings including a meeting with David Cordell and a special friend of the college, Mr. Nojima.

January 6 – David Beyer from Everett CC had lunch with me and discussed ways that our two institutions can work together.

January 7 – Met with Kathi Hiyane-Brown, President of Whatcom CC.

January 8 – Attended the first home conference games for our women's and men's basketball teams. The games were exciting – the women won and the men lost – and I met a number of college supporters, including several local Rotarians who are friends of the college.

January 10 – After a busy Monday, I had my first 10 p.m. meeting at Edmonds CC. I met with the evening custodial staff and brought them some treats as a thank-you for the valuable service they perform.

January 12 – Met with Margaret Badgley from CWU-Lynnwood and also attended a retirement party for President Sharon McGavick from Lake Washington Technical College.

January 13 – Attended the 39<sup>th</sup> Annual Economic Forecast Conference in Seattle.

January 14 – Attended a meeting with Boeing officials and then spent most of the day at an excellent Foundation planning retreat. The retreat was followed by an evening social at the

home of Kim (chair of our auction committee) and Bryan Kerrick. I really appreciated getting to spend time with the foundation members, each of whom gives so much to the college.

January 18 – Provided opening remarks for the evening celebration of Martin Luther King at Meadowdale High School.

January 19 – Bill Toskey, John Michaelson, and I had breakfast with the executive board of the South Snohomish Chamber of Commerce. Later that day, I traveled to Everett to attend a board meeting of the Economic Development Council.

January 20 – Welcomed the Washington State Student Services Commission to our campus. We hosted the Commission's winter meeting, so I had the opportunity to see many old friends from student services. That evening, I had dinner with Marci Larsen, Superintendent of the Mukilteo School District.

January 21 – Marty and I had a breakfast meeting with David Beyer and Sandra Fowler-Hill, Marty's counterpart at Everett CC. That afternoon, I traveled to Everett for a radio interview and call-in show at KSER Public Radio.

January 22 – Had a very productive Saturday retreat with the BOT. That evening I provided welcoming remarks to the Minority Achievers Program (MAP) Gala Celebration at the Lynnwood Convention Center. I was very proud of the fact that Edmonds CC students, staff, and faculty filled almost three tables at the Gala.

January 24-25 – Attended WACTC and TACTC meetings in Olympia and helped other 5-Star Consortium colleges host a legislative reception that Monday night.

January 26 – Had lunch with donor d'Elaine Johnson at the College Café. This marked my third delicious meal – with many more to come - in the café. It's an ideal place to host visitors when they come to campus. In the afternoon, I met with David Kleisch, the economic development director for the city of Lynnwood.

January 27 – Attended my first Diversity Council meeting and was impressed with the number of activities related to diversity that are taking place on campus and in the community.

January 28 – Hosted a breakfast for employees with January birthdays. This monthly event will allow me to get to know our employees better and find out what is important to them. Later in the day I traveled to Everett to meet with K-12 superintendent Gary Cohn, visit the Employment Resource Center, and get the cook's tour of WATR. What a facility!

I'm not done yet...Friday afternoon ended with a conference call with the SBCTC Legislative Committee. I was asked to go to Olympia early the following week to testify, but declined due to a pre-scheduled meeting with community members.

January 31 – Had lunch with Sue Ambler from the Workforce Development Council.

February 1 – Had a series of on-campus meetings, including meetings with staff from ODET, finance and operations and security.

February 2 – Conducted an all-day retreat with President's Cabinet at the Edmonds Conference Center, followed by a dinner with Bill Christopher, an old friend and the recently retired president of Cascadia.

February 3 – Attended the weekly meeting of the Lynnwood Rotary meeting on campus. That evening I spoke at the annual Distinguished Alumni Reception. All of us should make an effort to attend this function. It's really rewarding to see the contributions our graduates make to their communities.

February 4 – Attended a 5-Star Consortium breakfast in Bothell. Later in the morning I toured Meadowdale Hall and attended a Visual Arts Department information session. In the afternoon I attended meetings with three different instructional divisions: Business, Math/Science, and Health & Human Services.

February 8 – Had lunch with Nick Brossoit, Edmonds K-12 superintendent, prior to President's Cabinet.

February 9 – Had breakfast with the Edmonds Day-breakers Rotary and lunch with the noon Edmonds club. I will meet with the Alderwood-Terrace Rotary on Friday.

February 10 – Had lunch with Chris Marx and Foundation Chair Steve Pennington and Chair-elect Jean Sittauer.

It's been a busy, challenging, and extremely rewarding 2011 as your president. I'm meeting many people, learning a lot, and eating very well. Sometimes you have to catch up with people over breakfast, lunch, or dinner. It's tough duty, but somebody has to do it!

So there you have it – a glimpse into my new life. I've enjoyed every moment thus far as your president. I knew that Edmonds CC was a great college, but it is better than I imagined. What a privilege it will be to lead us forward into an even more productive future. Thank you again for the opportunity to serve.



# Board of Trustees

Washington Community College District 23

## Resolution No. 11-3-1

### *Recognition of the Center for Families' Child Care and Head Start Programs*

**WHEREAS**, the National Association of Education for Young Children (NAEYC) is an organization that assesses early learning programs for quality in ten early childhood program standards, and

**WHEREAS**, the standards are based on the latest research on the education and development of young children, and

**WHEREAS**, the Center for Families Child Care and Head Start programs are committed to the quality of educational programs and Best Practices for young children, and

**WHEREAS**, the Board of Trustees of Edmonds Community College recognizes the Center for Families Child Care and Head Start programs' good standing in its licensing and regulatory status, and

**WHEREAS**, the Center for Families Child Care and Head Start Programs met the ten NAEYC Early Childhood Program Standards and was able to document satisfactory performance on the NAEYC Accreditation Criteria for each standard, and

**WHEREAS**, the NAEYC Accreditation helps to build a stronger team of teachers, administrators, and families working together to improve quality education for children, and

**WHEREAS**, the NAEYC Accreditation attracts more families to enroll their children at the Center for Families, and

**WHEREAS**, the Center for Families Child Care and Head Start programs can use NAEYC's accredited logo for marketing purposes.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of Edmonds Community College honors and acknowledges the Center for Families Child Care and Head Start programs for outstanding management and leadership under Lisa Neumann and Kathy Roach, as well as its strong teaching and leadership staff by meeting the Candidacy Requirements for Educational Qualifications of Program Administrators and Teaching Staff.

\_\_\_\_\_  
Emily Yim, Chair

ATTEST:

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Jean Hernandez, Secretary



## Board of Trustees

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Washington Community College District 23

## Background

### *CONSIDERATION OF TENURE*

#### **Subject**

*Consideration of tenure for*

Lyn Eisenhour	ABE ESL, International Division
Erika Ferreri	Allied Health, Health & Human Services Division
Sophia Ju	Accounting, Business Division
Ross Monroe	Materials Science, Math & Science Division
Nicholas Sibicky	Digital Music, Humanities 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. Lyn Eisenhour, Erika Ferreri, Sophia Ju, Ross Monroe and Nicholas Sibicky have completed their probationary periods and are recommended for consideration of tenure.

#### **Recommendation**

Approval of tenure for Lyn Eisenhour, Erika Ferreri, Sophia Ju, Ross Monroe and Nicholas Sibicky be granted at the March 10, 2011 Board of Trustees meeting.



# Board of Trustees

Washington Community College District 23

## Resolution No. 11-3-2

### *CONSIDERATION OF TENURE*

*Consideration of tenure for*

Lyn Eisenhour	ABE ESL, International Division
Erika Ferreri	Allied Health, Health & Human Services Division
Sophia Ju	Accounting, Business Division
Ross Monroe	Materials Science, Math & Science Division
Nicholas Sibicky	Digital Music, Humanities Division

WHEREAS, the appointment review committees have met their responsibilities under the law and the negotiated agreement to review the appointments of the above-named and have recommended that tenure be granted, and

WHEREAS, the administration has received the recommendation of the appointment review committees and recommends that Lyn Eisenhour, Erika Ferreri, Sophia Ju, Ross Monroe and Nicholas Sibicky be granted tenure.

NOW THEREFORE BE IT RESOLVED that Edmonds Community College Board of Trustees grants tenure to Lyn Eisenhour, Erika Ferreri, Sophia Ju, Ross Monroe and Nicholas Sibicky and welcomes them to permanent faculty positions at Edmonds Community College.

\_\_\_\_\_  
Emily Yim, Chair

\_\_\_\_\_  
Date Approved

ATTEST:

\_\_\_\_\_  
Jean Hernandez, Secretary



### Background

#### *APPROVAL OF NEW CURRICULA*

#### **Subject**

Board of Trustees first consideration of the Baking ATA Degree.

#### **Background**

The Culinary Arts Department at Edmonds Community College is a responsive, rapidly growing department with strong ties to the hospitality industry in Snohomish and King Counties. The current Baking Certificate has been successful in terms of enrollment and jobs for students. With the growth in population and the expansion of the hospitality and tourism industries in Snohomish County, there is an increasing need for trained bakery professionals.

The emphasis on regional cooking and the sustainability movement have resulted in a greater demand for quality, locally produced baked goods. Therefore, in response to civic demand and student requests, the **91-credit Baking ATA Degree** was created. The ATA builds on content from the Baking Certificate with emphasis on specialty baking and pastry skills. The degree offers practical application in theoretical knowledge, professionalism, safety, sanitation, baking methods, creativity and an emphasis on meeting industry standards in baking. The degree will enhance and increase the employment options for our students as baking/pastry professionals in a variety of food service settings, including restaurants, hotels, resorts, catering businesses, independent bakeries/pastry shops, wholesale/retail markets and high volume bakeries.

According to the U.S. Bureau of Labor Statistics, baking and pastry arts professionals in fine restaurants require years of training and experience but they end up in high salary tiers. For students who want to go beyond an ATA Degree and earn a Bachelor's Degree, Edmonds now has a "direct AAS-T transfer" agreement with Central Washington University. Students can also transfer to the hospitality AAS-T degree program at South Seattle Community College.

Currently potential students must travel to either King or Whatcom County to obtain the desired training in this field, as there is not a certified baking program in Snohomish County.

#### **Recommendation**

Board of Trustees approval of the Baking ATA Degree at the March 2011 meeting.



## Board of Trustees

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Washington Community College District 23

### Resolution No. 11-3-3

#### *APPROVAL OF NEW CURRICULA*

WHEREAS, the Board of Trustees reserves unto itself the final approval of departmental curricula and degree and certificate requirements, and

WHEREAS, the new education program has been developed to satisfy industry requirements designated for a **Baking ATA Degree**.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of a **Baking ATA Degree**.

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Emily Yim, Chair

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Date Approved

ATTEST:

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Jean Hernandez, Secretary



## Board of Trustees

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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

Patrick Burnett, Engineering (Main Campus)  
Bryan Tinsley, Computer Science Technology (Corrections)  
Kristyn Whisman, Basic Skills (Corrections)  
Karna Williams, Basic Skills (Corrections)

##### Third Year Appointments

N/A

#### **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 probationary appointments.



# Board of Trustees

Washington Community College District 23

## Resolution No. 11-3-4

### *CONTINUING PROBATIONARY STATUS*

WHEREAS, faculty hired by Edmonds Community College serve a probationary period prior to being considered for tenure and permanent status, and

WHEREAS, the faculty-board agreement requires that the recommendation for renewal or non-renewal of these probationary appointments must occur by the end of winter quarter of each academic year, and

WHEREAS, the respective appointment review committees have met their responsibility under the negotiated agreement to review the appointments of those named below and have made recommendations to the College administration, and

WHEREAS, the administration concurs with the recommendation of these appointment review committees,

NOW THEREFORE BE IT RESOLVED THAT the Edmonds Community College Board of Trustees renews the probationary contracts of the following faculty:

Second Year Appointments

- Patrick Burnett, Engineering (Main Campus)
- Bryan Tinsley, Computer Science Technology (Corrections)
- Kristyn Whisman, Basic Skills (Corrections)
- Karna Williams, Basic Skills (Corrections)

Third Year Appointments

N/A

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Emily Yim, Chair

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Date Approved

ATTEST:

\_\_\_\_\_  
Jean Hernandez, Secretary



## Board of Trustees

Washington Community College District 23

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### President's Report March 10, 2011

February is our shortest month, but certainly not short on activity. There is much going on at Edmonds Community College, and virtually all of it is good. My schedule remains busy and productive as I continue to learn and lead. Let me share with you some of my February highlights.

Several themes emerged from my activities this month and none more pronounced than community involvement, which speaks to one of our core themes and is a personal goal of mine. The first full week in February, I attended meetings at 4 local Rotary clubs in a 4-day span, including two in one day. I also met – often dined - with several friends of the college, including Dick Beresford, Gary and Cheryl Arford, Steve Pennington, and Jean Sittauer. The Minority Achievers Program Gala I attended in January led to a meeting later in the week with Scott Washburn, President of YMCA of Snohomish County. He is anxious for us to take a more active part in the MAP program, something we will look to do. I also met this month with other community dignitaries such as Nick Brossoit, Carl and Cheryl Zapora, Chris and Jack Loos.

A second theme this month was advocacy, which led me to Washington D.C., along with Board of Trustees members, Emily Yim and Mauri Moore, to meet with our federal legislators and attend the Community College National Legislative Summit. I particularly enjoyed meeting with our legislators and look forward to building relationships with Maria Cantwell, Patty Murray, Jay Inslee, Rick Larsen, and their respective teams. An additional treat was the opportunity to meet with Celeste Boyd from the National Science Foundation. We love the NSF, and they are obviously fond of us or they wouldn't continue giving us so much funding. We will continue to nurture this relationship and expect to earn many more NSF grants.

My legislative advocacy continued back home in Washington State. During February I met with Snohomish County Commissioner Aaron Reardon and Sally Hintz, a key aide for Maria Cantwell. While in Olympia for WACTC meetings on February 24-25, I had individual appointments with Senators Paull Shin and Rosemary McAuliffe, and Representatives Hans Dunshee, Derek Stanford, Luis Moscoso, and Phyllis Kenney. I will continue to work with legislators on budget issues as we seek much-needed funding and budget flexibility during these difficult times.

February took me not only to the East Coast but also to the West Coast. Nine of us from the college attended the League for Innovation Conference in San Diego. Five members of our team gave presentations on two different topics. This college is right at home in a conference about innovation.

*President's Report to the Board  
March 10, 2011*

A couple of student-driven events on my calendar merit special mention this month: the second annual fund-raising dinner for homeless students and the 32<sup>nd</sup> annual International Night. The homeless student fund-raiser featured a fashion show and a great dinner provided by our culinary program. Approximately 100 people attended and several thousand dollars were raised for homeless students, a good effort for such a new event.

With a 30-year head start on our homeless project, International Night has taken on epic proportions. It has outgrown its traditional home in Woodway Hall, so for the first time International Night took place at the Edmonds Center for the Arts. If ever there was a “must-see” event, this is it. What a tribute to our international program, which embodies nearly 1,600 students from 70 countries.

Making Edmonds Community College a positive place to work was another of our core goals on display last month. Since the last board meeting we held our February birthday breakfast. It was well attended and much appreciated. These breakfasts provide me with a great opportunity to get to know our staff better. Also in February we had ceremonies to honor BRAVO recipients and our Employee of the Month. I presented 38 Bravo awards to 36 different recipients. Remember that you receive a BRAVO award when nominated by a colleague. We are doing something right when so many commendations for exemplary work are generated. The Employee of the Month Award went to Noah Cheek, Coordinator for Residential Life Education. Noah has been extraordinary in his first year at the college and should be very proud of this award.

Also meriting mention are two other special events. First, the annual Foundation Auction continues to amaze. I'd like to thank Chris Marx, her staff, the Foundation members, and all of you who attended for making the auction such a success. Second, I was so pleased with the February 23 reception introducing me to the community. Despite the uncooperative weather, we had good attendance and a great opportunity to interact with community friends and the campus family.

As you can see, February was action-filled, and I've just scratched the surface with this report. I had many other interactions with WACTC and the other presidents, the 5-Star Consortium, college groups, and the community. The themes of community involvement and advocacy in its many forms will continue in March. Maintaining a positive working environment will also remain a key objective. We will focus on our budget challenges and other forms of institutional planning. I look forward to meeting these challenges and moving the college forward. March will be another good month at Edmonds Community College. I'm glad to be here.