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Washington Community College District 23

**Agenda**  
**Regular Meeting**  
**March 14, 2013**  
**Cascade Conference Room**  
**Snohomish Hall 304**  
**4:30 p.m.**

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

- 4:30 **Call to Order and Introduction of Guests** – Quentin Powers
- 4:35 **Public Comments** (2 min. each) – Quentin Powers
- 4:45 **Monitoring Report**
- Update on Diversity and Equity Initiatives – Dr. Tonya Drake
- 5:05 **Approval of Meeting Minutes:** February 19, 2013 – Quentin Powers  
**Next meeting:** Study Session: April 11, 2013, 4:30 p.m.
- 5:10 **Old Business – Action**
- Approval of New Vision Statement and Revised Strategic Plan (RN 13-3-1) – Dr. Jean Hernandez
  - Approval of Tenure (RN 13-3-2) – Dr. Marty Cavalluzzi
  - Approval of Continuing Probationary Status (RN 13-3-3) – Dr. Marty Cavalluzzi
- 5:30 **New Business – First Consideration**
- Consideration of Revised “Values Statements” – Dr. Jean Hernandez
  - Consideration of Professional Leave – Dr. Marty Cavalluzzi
  - Consideration of Extension of Probationary Status – Dr. Marty Cavalluzzi
- 6:00 **Board Updates (2 min. each)**
- Student Representative – Guillermo Zapata
  - Classified Representative – Patti Pollardo
  - Faculty Representative – Margaret West
- 6:10 **President’s Report** – Dr. Jean Hernandez
- 6:20 **Board Discussion** – Quentin Powers
- 6:45 **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. Interpreters for deaf individuals and recorded information for blind individuals can be provided when adequate notice is given to the Office of the President, 425-640-1516.*



## Board of Trustees

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Washington Community College District 23

### Regular Meeting Minutes February 19, 2013

### ***DRAFT***

**Trustees Present:** Diana Clay, Quentin Powers, Dick Van Hollebeke, and Emily Yim

**Others Present:** Arlene Anderson, Todd Brunner, Patrick Burnett, David Cordell, Tonya Drake, Braulio Espinoza, Jean Hernandez, Susan Loreen, Kevin McKay, Patty Michajla, Tom Mesaros, Jim Mulik, Karen Rotko-Wynn, Nicola Smith, Wally Webster, Margaret West, Guillermo Zapata, and Carl Zapora

#### **Call to Order and Introduction of Guests**

The February 19, 2013 Board of Trustees meeting was called to order by Chair Quentin Powers at 4:33 p.m. Self-introductions were provided.

#### **Public Comments**

No public comments

#### **Study Session**

##### **Strategic Plan – Tom Mesaros, President and CEO, The Alford Group**

###### *Attachment A*

Tom Mesaros, CEO of The Alford Group, led a discussion of the EdCC strategic plan draft goals. A SWOT analysis and an environmental scan have been completed in addition to a self-analysis. The phases of the strategic planning process were provided. Many forums and workgroups have been held over the past months to provide input. Two forums involving outside community members were also held to gather their input. 25-30 students were also involved in the process.

Mr. Mesaros presented two versions of new vision statements followed by discussion. The majority of the trustees agreed on the first, shorter statement: “Transforming Lives through Exemplary, Nationally-recognized Educational and Career Pathways.”

President Hernandez explained the difference between core themes and values. The core themes are linked directly to the mission statement as well as to accreditation. They were used to frame the priorities of the strategic plan.

Regarding the values statements, Trustee Yim asked about the word “diversity” and requested that it be included in the title as one of the values. It is currently listed within the “inclusion and respect” value, but she wants the word “diversity” to stand out. Dr. Hernandez reminded the Board that the word “diversity” was discussed during the initial review process when the Board approved the value statements at the June 2012 Board of Trustees meeting. She added that “diversity” is listed in our mission statement. She said that it is the Board’s decision to reopen the values discussion if they want to revise it. Several meeting attendees, including students, provided input regarding the inclusion of the word “diversity.” Following the discussion, it was suggested to revise the fourth value to read: “Diversity, Respect, and Inclusion.”

President Hernandez will bring the revised values statement before the Board for first consideration on March 14, 2013. Discussion followed regarding the “Goals” which include: Strengthen our diverse community, Provide Educational opportunities, Help students access career opportunities, Support student success, and Encourage innovation, service and lifelong learning. The discussion resulted in minor revisions that will be incorporated into the final document for the March 14<sup>th</sup> Board meeting when approval will be requested.

### **Approval of Minutes**

#### *Attachment B*

**Motion:** Trustee Clay moved and Trustee Van Hollebeke seconded the approval of the November 1, 2012 meeting minutes.

**APPROVED**

### **Next Meeting**

March 14, 2013, 4:30 p.m.

### **New Business – First Consideration**

#### **Consideration of New Vision Statement and Revised Strategic Plan – Jim Mulik**

##### *Attachment C*

As discussed earlier in this meeting, a revised draft of the new strategic plan and the vision statement will be available prior to the March 14 Board of Trustees meeting when the Board will be asked to approve the plan.

#### **Consideration of Tenure Status – David Cordell**

##### *Attachment D*

Vice President David Cordell presented the request for tenure status for faculty member Patrick Burnett. Mr. Burnett will be the College’s first ever candidate to produce an electronic tenure packet. He provided a brief overview on how the Trustees can access his tenure packet and the tools necessary to navigate through his site via the Canvas learning management system. Approval of tenure status for Mr. Burnett will be requested at the March 14<sup>th</sup> meeting.

Trustee Van Hollebeke requested a study session regarding the overall tenure process. This discussion will take place when both Dr. Hernandez and Dr. Cavalluzzi are present.

#### **Consideration of Continuing Probationary Status – David Cordell**

##### *Attachment E*

Vice President Cordell presented the list of faculty members who are in their second or third year of continuing probationary status. Approval of the probationary status will be requested at the March 14<sup>th</sup> meeting.

### **Board Updates**

#### **Faculty Representative – Margaret West**

##### *Attachment F*

#### **Classified Representative – Patti Pollardo**

No report

#### **Student Representative – Guillermo Zapata**

##### *Attachment G*

Following Mr. Zapata’s report, the application process for the student position on the Board of Trustees was discussed. Since it appears that the information was not disseminated widely enough, Dr. Hernandez asked Nicola Smith to follow up on the process with the possibility of extending the application deadline. Three nominees need to be sent to the Governor’s office by May 1. Nicola Smith shared copies of the application packets that were distributed to the campus.

***RECESS***

At 6:31 p.m. the Board recessed for a brief social “meet and greet” with the candidates who are applying for the open position on the Board of Trustees. At 6:50 p.m. the Board returned to their regular session.

**President’s Report – Dr. Jean Hernandez**

*Attachments H*

- In addition to the attached report, Dr. Hernandez provided a presentation regarding comparative graduation rates and retention data, followed by discussion.
- The final approved 2013-14 Academic Calendar was shared with the Board.
- The Board’s current budget status was discussed.
- Dr. Hernandez participated in a roundtable meeting this morning hosted by Senator Patty Murray.

**Executive Session**

At 7:12 p.m. the Board entered into executive session. No action was taken as a result of the executive session. At 8:39 p.m. the Board entered into regular session.

**Board Discussion – Quentin Powers**

- Dr. Hernandez will be traveling on the date of the April 11 Board of Trustees meeting, but the Board will meet, as scheduled, for a study session on *budget and funding* with vice president Kevin McKay and his budget team. There will also be a presentation on the annual Institutional Performance Report and an update on the Indicators of Achievement.
- The Board discussed the list of potential candidates for the open position on the Board of Trustees.

**Adjournment**

The meeting was adjourned at 9:04 p.m. by Chair Quentin Powers.

ATTACHMENTS AVAILABLE UPON REQUEST

\_\_\_\_\_  
Quentin Powers, Chair

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

ATTEST:

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary

ATTACHMENT F  
BOARD OF TRUSTEES  
Monthly Meeting Report  
AFT Local 4254 EdCC Faculty  
February 19, 2013

I have just come from an extremely positive Corrections negotiations meeting. We are pretty much finished with this particular set of negotiations. Overall, it has been a rewarding experience.

The contract negotiations for faculty on main campus have been very different. We have been in mediation since November, but even with the help of a PERC mediator, we are only now limping to a conclusion. I think we may be close to setting a record for the length of time we have been in mediation.

However, we are near the end, I think, and when we get some distance from the huge amount of time – almost 11 months – that these negotiations have taken, we will appreciate some of the progress that has been made.

Thank you.

Margaret West  
President  
Local 4254  
Edmonds Community College Federation of Teachers

## **ATTACHMENT G**

### **BOARD OF TRUSTEES**

#### **Monthly Meeting Report**

##### **Associated Students**

**February 19, 2013**

- **Completed**

- I am extremely excited to announce that three of our executive board members will be attending the American Student Association of Community College's Student Advocacy Conference from March 16<sup>th</sup> to March 19<sup>th</sup> in Washington D.C. This is a wonderful opportunity to learn more about the legislative process and to address some serious concerns regarding financial aid, pell grants, tuition increases, dream act, and including colleges in basic educational funding such as k-12.
- Heart and Grace Reception, celebrating Women's History Month will be on March 1<sup>st</sup> beginning at 4:30 pm, at the EdCC Library.
- Brown Bag Lecture- Jamie Ford, the New York Times best selling author of "Hotel on the corner of Bitter and Sweet" will be speaking on Wednesday, February 27<sup>th</sup> at 12:30 at the Black Box Theater.
- Services and Activities Fee Budget Process is underway. All recognized programs of the Associated Students have been asked to submit budget request for 2013-2014 academic year.
- Five applications for the Board of Trustees position have been submitted although I have personally heard from several students of color that the information about this position was brought to their attention only one day before the applications were due and it may very well be the case that this position was not properly advertised. That being the case, if there is not adequate representation from the community of color within

those five applicants, I will appeal to the executive board to reopen the student B.O.T member application process postponing the appointment to sometime in March. In the interest of Diversity and Equity this is the appropriate action.

- EdCC Mens Basketball will be attending the Northwest Athletic Association of Community Colleges, in Pasco from March 2<sup>nd</sup> to March 5<sup>th</sup>. The Tritons are currently first in the North Region.
  
- Diversity Center Expansion- As some of you may know there is an immediate and pressing need for the expansion of the Diversity Center in the Student Union Building. The Diversity Center provides an invaluable service to our students of color, providing computers, textbooks, laptops, ect.. and assistance in a multicultural and gender/preference safe environment. Sighting that the promotion of Diversity is included in our colleges mission statement, and the utter lack of it's representation in the triton student union building, I feel that it's imperative that we make a gesture to our students, demonstrating our commitment to diversity, equity, and inclusion by utilizing the prime real estate (being the most visible and highest profile room of the student union building) of the game room for this expansion. It's high time that Diversity stop taking a back seat to non academic services that realistically cost more than what it brings in to the tune of roughly \$20,000.

**Submitted by: Guillermo Zapata, Administrative Liaison**



## Board of Trustees

Washington Community College District 23

## President's Report February 19, 2013

### ATTACHMENT H

#### President Jean Hernandez Activity Report: November 1, 2012 – February 12, 2013

Over the past several weeks, I have participated in the following activities, meetings, and events related to the five Core Themes of the College:

#### **Strengthen our diverse community**

I participated in a Title IX training at Lake Washington Institute of Technology. In January, EdCC welcomed Dr. Tonya Drake, the new Special Assistant to the President for Equity and Inclusion. Hispanic artist, Daniel Desiga, visited the campus to sign a mural that he painted in Monroe Hall 30 years ago. Several students from the Minority Achievers Program (MAP) attended a hands-on art project led by Mr. Desiga, who encouraged them to stay involved in furthering their education and following their dreams. I continue to be involved with the community Latino leadership group that meets on our campus. I provided a welcome to a group of Danish educators visiting the campus. I attended the Tulalip carpentry class graduation ceremony. I have organized a new Pow Wow Advisory committee comprised of students, staff and community members. The committee held their first meeting as they prepare to plan the May event. Diversity training is being held for hiring committees. In celebration of Martin Luther King Jr., the campus hosted Dr. Angela Davis as the Black History Month speaker. I attended our annual *International Night* which again provided us with an amazing evening of entertainment provided by our international students.

#### **Provide educational opportunities**

I attended the annual Foundation scholarship breakfast recognizing the many donors to our scholarship program. I have been involved in a number of activities with the MAP students from College Place Middle School in an effort to encourage them to continue their education beyond high school and attend college, hopefully EdCC. I attended the College Spark Board of Trustees meeting. I joined Trustee Yim at a meeting involving the Washington Alliance for Better Schools and MESA to discuss how WABS and EdCC could work together to create MESA programs within the school districts. I joined the trustees in attending the TACTC winter conference in Olympia and held a legislative reception jointly with the Five Star Consortium colleges.



### **Help students access career opportunities**

I attended the National Educators Workshop (NEW) at Ivy Tech Community College in Ft. Wayne, Indiana. NEW provides educators from across the country with hands-on professional development opportunities on the latest developments in materials science and technology. I participated in a second retreat involving Boeing and EdCC which was hosted on our campus. I continue with ongoing meetings with the Aerospace Presidents Committee as well as with the Five Star Consortium presidents. I joined Trustee Van Hollebeke and VP Carol Summers in a meeting with Everett Herald Editor, Peter Jackson, to discuss writing an editorial in the newspaper informing the community about the opportunities provided at EdCC. I traveled to Orlando, FL to attend the Future Assembly Conference and Bellwether awards ceremony as our WATR Center was nominated and selected as one of the top 10 finalists, but did not receive the top award.

### **Support student success**

EdCC hosted the Northwest Higher Education Coalition on our campus. I am one of several area presidents from both two and four-year colleges serving in this collaborative group. I met with Congressman Rick Larsen on our campus to discuss federal funding. As the college works to finalize the strategic planning document, two community forums were held in addition to other campuswide forums. Our culinary students were invited to provide the refreshments for the Governor's inaugural ball in Olympia. I was fortunate to be able to attend the celebration and join in the recognition of our students' success. I joined our administrative liaison from student government, Guillermo Zapata, for "*Java with Jean & Guillermo*" to meet and greet students with cookies and punch in Brier Hall. I attended the Achieving the Dream winter conference in Anaheim, CA.

### **Encourage innovation, service, and lifelong learning**

I attended the Creative Retirement Institute (CRI) luncheon. I continue to meet regularly with the Lynnwood Rotary Club, Workforce Development Council Board, the Economic Alliance of Snohomish County, and the YMCA Board. I have provided presentations about EdCC to the Edmonds Noon Rotary and the Mukilteo City Council. I attended the United Way Board retreat. I continue to host local college donors at breakfast and lunch meetings. I attended the Foundation board retreat and pre-Gala festivities.



## Board of Trustees

Washington Community College District 23

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### Background

#### *CONSIDERATION OF A NEW VISION STATEMENT AND REVISED STRATEGIC PLAN*

#### Subject

Board of Trustees approval of a new vision statement and new strategic plan.

#### Background

During the past four years, the college community has worked on improving, better defining and documenting its integrated planning processes. Part of this work stemmed from an accreditation recommendation as a result of the Northwest Commission on Colleges and Universities' (NWCCU) comprehensive self study visit in Spring 2008. Another part of the work stemmed from the February 2010 changes to the NWCCU accreditation process.

The college submitted its first accreditation report (i.e., Year One Report) under the new NWCCU standards in March 2011, and the college received three recommendations regarding (a) defining mission fulfillment and a corresponding acceptable threshold of mission fulfillment; (b) creating a stronger alignment of core themes to essential elements of the mission statement; and (c) better defining core theme objectives and revising performance indicators to measure the objectives.

In Spring 2011, soon after the Year One Report was submitted, a small group of college employees began meeting on a weekly basis to formulate a strategy to address noted deficiencies in the college's mission, core themes, and planning processes. This team recommended using Peter Senge's Learning Organization framework to move forward with the necessary work. Senge's work focuses on vision, mission, and values at the forefront of planning efforts.

The accreditation recommendations and the work of the small team were discussed at the Board retreat in August 2011, and the Board formally requested that the college move forward with a process to examine and revise the mission, core themes, and strategic plan for the college. In addition, the Board supported the college submitting a vision statement for their consideration.

In September 2011, the college formally began addressing the accreditation recommendations and the Board request by discussing the items during Fall 2011 Kick-Off Week and by asking employees to complete a mission and vision-related survey. 216 employees completed the survey, offering 110 mission-related and 421 vision-related comments.

In November 2011, the college's President reconstituted the Institutional Effectiveness Advisory Committee into a Planning Advisory Committee (PAC) with cross-college representation. The 35

members of the PAC were liaisons for their stakeholder groups, and this group worked on recommending changes to the college's mission and core themes and approval of a new set of values.

In June 2012 the Board approved (a) a revised mission statement and associated mission core themes and (b) a set of values to replace the existing philosophy statement.

In July 2012, the college hired The Alford Group to assist with the college's vision articulation and strategic planning process. Between July 2012 and March 2013, the college has discussed the strategic plan during:

- a September 19, 2012 Kick-Off Week event, during which all members of the college community were invited to share their input on new strategic goals;
- several President's Cabinet working sessions;
- eight small, cross-representative working group meetings;
- open public forums that was led by President Hernandez on January 24, 2013 and March 5, 2013;
- and two community meetings that were attended by foundation board members; mayors; school superintendents; and local leaders

All of these efforts have resulted in a new vision statement for the college and a new strategic plan.

### **1. Approval of a vision statement.**

The recommended approval of a vision statement is the next phase of the work that the Board charged the college to undertake back in August 2011. Approval of the vision statement will allow the college to have a firm direction toward which further accreditation and planning work can be directed. In addition, the vision statement further allows for implementation of the learning organization framework, as recommended by Peter Senge's work.

### **2. Approval of the new strategic plan.**

As a result of the revised mission statement, core themes, value, and vision statement, the strategic plan is the next phase of the work that the Board charged the college to undertake back in August 2011. The college's last strategic plan (known as strategic directions) were created in 2001, and the contents of this plan are outdated and in a very different format than the current draft strategic plan being proposed to the Board.

## **Recommendation**

The College recommends the Edmonds Community College Board of Trustees approves the adoption of the new vision statement and the new strategic plan.



## Board of Trustees

Washington Community College District 23

### Resolution No. 13-3-1

#### *NEW VISION STATEMENT AND REVISED STRATEGIC PLAN*

Whereas, Edmonds Community College (EdCC) is committed to providing excellent educational and career pathways to our diverse community, and

Whereas, the college wants to have a defined and documented integrated planning process that is comprehensive and inclusive of its internal and external stakeholders, and

Whereas, the new Vision statement and revised Strategic Plan have been vetted by the students and employees of EdCC through open forums and work groups, and by representatives from business, education, and government organizations in our community, and

Whereas, EdCC wishes to acknowledge the value of implementing an ongoing, systematic evaluative process which will lead to self-improvement, and

Whereas, the Strategic Plan based on the college's Core Themes maintains a focus on fulfilling our mission by implementing appropriate strategies and meeting specific benchmarks, and

Whereas, the last Strategic Plan (known as "Strategic Directions") was in 2001, and no vision statement had been created in the past;

Now, therefore be it resolved, that the Edmonds Community College Board of Trustees approves the attached language as Our Vision and Our Strategic Plan.

\_\_\_\_\_  
Quentin Powers, Chair

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

ATTEST:

\_\_\_\_\_  
Dr. Jean Hernandez, Secretary

**Edmonds Community College  
Board of Trustees Meeting  
March 14, 2013**

**Our Vision**

Transforming Lives through Exemplary, Nationally-recognized Educational and Career Pathways

**Our Strategic Plan**

**1) Strengthen our Diverse Community**

*Edmonds Community College provides programs, resources, services, and learning environments, which reflect and strengthen individuals and groups in our diverse global community.*

- a) By June 2014, implement a college-wide diversity, equity and inclusion plan.
- b) By June 2014, implement an annual community relations plan.
- c) By December 2014, eliminate key barriers to employment and student success at the college.

**2) Provide Educational Opportunities**

*Edmonds Community College provides programs, resources, services, and learning environments that enable individuals to achieve their unique educational goals.*

- a) By December 2014, update and revise methodology for each transfer and work force instructional program (e.g., degrees and certificates) and student support service and activity areas that are to be reviewed via an ongoing, systematic process.
- b) By June 2014, implement a two-year cycle for reviews of all transfer and workforce instructional programs and student support service and activity areas, in order to evaluate the alignment of student/community needs with resource allocations for these programs, services, and areas.
- c) By December 2014, establish matrix for evaluating cost effectiveness for each program and service offered.

**3) Help Students Access Career Opportunities**

*Edmonds Community College provides programs, resources, services, and learning environments that enable individuals to improve their career readiness and advancement.*

- a) By March 2014, implement a comprehensive and coordinated plan that includes industry, educational institutions, and community partnerships to enhance and provide input on curriculum and content for our students to further their education and transition into their careers.
- b) By December 2015, increase industry and college partnerships that will advance students opportunities to gain real work experiences and connect with industry representatives.

4) **Support Student Success**

*Edmonds Community College provides programs, resources, services, and learning environments that increase achievement and reduce achievement gaps for all students.*

- a) By December 2013, establish required orientation and advising programs for all first time college degree/certificate-seeking students.
- b) By December 2013, implement a comprehensive service-oriented plan that provides professional development opportunities, evaluation/assessment of all services for students, and streamlines business processes to meet student needs more readily.
- c) By June 2015, eliminate key barriers for all degree/certificate seeking students to reduce the time to completion.

5) **Encourage Innovation, Service, and Lifelong Learning**

*Edmonds Community College provides programs, resources, services, and learning environments that foster innovation, sustainability, service, and lifelong learning.*

- a) By December 2013, develop a plan that encourages and supports innovative and sustainable practices across the college and through community partnerships. By March 2014, implement this plan. (See goal 2b above for including innovative and sustainable practices).
- b) By December 2013, develop a plan that promotes a culture of lifelong learning that encourages and facilitates adult continuous education and intellectual curiosity.
- c) By December 2013, establish programs that promote service learning opportunities to our global community and/or students' chosen field of study.



## Board of Trustees

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Washington Community College District 23

### Background

## CONSIDERATION OF TENURE

### Subject

*Consideration of tenure for*

Patrick Burnett – Engineering (Math-Science 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. Patrick Burnett has completed his probationary period and is recommended for consideration of tenure.

### Recommendation

Approval of tenure for Patrick Burnett at the March 2013 Board of Trustees meeting.



## Board of Trustees

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Washington Community College District 23

### Resolution No. 13-3-2

#### *APPROVAL OF TENURE*

*Approval of tenure for*

Patrick Burnett

Engineering (Math-Science 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 Patrick Burnett be granted tenure.

NOW THEREFORE BE IT RESOLVED that Edmonds Community College Board of Trustees grants tenure to Patrick Burnett and welcomes them to permanent faculty positions at Edmonds Community College.

\_\_\_\_\_  
Quentin Powers, Chair

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

ATTEST:

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



## 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

Dusty (Edward) Brannan, High School  
Completion (Developmental Education)  
Christine Kobayashi, English for Academic  
Purposes (International)  
Tiffany Ledford, Mathematics (Math-Science)  
Jonathan Miller, Biology (Math-Science)  
Jeff Owens, Chemistry (Math-Science)  
Lisa Schubert, Bridge (Developmental  
Education)  
Julie Drews, Adult Basic Education  
(International)  
David Beckman, Carpentry (Corrections)  
Simone Dunlap, Intensive ESL (International)

##### Third Year Appointments

Sandy Arnold, Early Childhood Ed  
(Health & Human Services)  
Tom Fleming, Physics (Math-Science)  
Meryl Geffner, Reference & Instruction  
Librarian  
Steve Hailey, Computer Information Systems  
(Math-Science)  
Doug Owen, Mathematics (Math-Science)

##### Two Quarter Extension

Karna Cristina, Basic Skills (Corrections)

#### 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 at the March 2013 meeting.



# Board of Trustees

Washington Community College District 23

## Resolution No. 13-3-3

### 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 Edmonds Community College Board of Trustees renews the probationary contracts of the following faculty:

#### Second Year Appointments

- Dusty (Edward) Brannan, High School Completion (Developmental Education)
- Christine Kobayashi, English for Academic Purposes (International)
- Tiffany Ledford, Mathematics (Math-Science)
- Jonathan Miller, Biology (Math-Science)
- Jeff Owens, Chemistry (Math-Science)
- Lisa Schubert, Bridge (Developmental Education)
- Julie Drews, Adult Basic Education (International)
- David Beckman, Carpentry (Corrections)
- Simone Dunlap, Intensive ESL (International)

#### Third Year Appointments

- Sandy Arnold, Early Childhood Ed (Health & Human Services)
- Tom Fleming, Physics (Math-Science)
- Meryl Geffner, Reference & Instruction Librarian
- Steve Hailey, Computer Information Systems (Math-Science)
- Doug Owen, Mathematics (Math-Science)

#### Two Quarter Extension

- Karna Cristina, Basic Skills (Corrections)

\_\_\_\_\_  
Quentin Powers, Chair

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

ATTEST:

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



## Board of Trustees

Washington Community College District 23

### Background

#### *CONSIDERATION OF REVISED VALUES STATEMENT*

##### **Subject**

Board of Trustees first consideration of revised values statement.

##### **Background**

In June 2012 the Board approved (a) a revised mission statement and associated core themes and (b) a set of values to replace the existing philosophy statement. The original values, approved June 2012, are listed below:

**Collaboration and Communication  
Responsibility and Accountability  
Innovation and Creativity  
Inclusion and Respect**

In July 2012, the college hired The Alford Group to assist with the college's vision articulation and strategic planning process. During the Board meeting of February 19, 2013 while The Alford Group was discussing the new vision statement and revised strategic plan, the Board of Trustees engaged in a conversation about the "Inclusion and Respect" value and wanted to add the word "diversity" to both the title and within the description of that value statement. The new wording for the "Inclusion and Respect" value statement being presented for first consideration is included below:

##### **Values: The Board, Employees, and Students of Our College Value...**

###### **Collaboration and Communication**

- We promote respectful collaboration, communication, and interaction among students and employees.
- We develop and maintain a safe, healthy, and professional environment that fosters creativity, innovation, learning, and personal growth.

###### **Responsibility and Accountability**

- We manage our resources with efficiency and integrity to ensure the long-term health of the college.
- We infuse sustainable and transparent practices throughout all aspects of the college's operations and programs.

###### **Innovation and Creativity**

- We continuously seek opportunities to improve the quality of our lives, the college, our community, and the world.
- We explore, create, and evaluate in order to improve.

###### **Diversity, Respect, and Inclusion**

- We celebrate the individuality and diversity of our students and colleagues, as well as the diversity of our college, community, nation, and world.
- We require equity and mutual respect.

##### **Recommendation**

The College recommends the Edmonds Community College Board of Trustees approves for first consideration the adoption of the revised values statement.



# Board of Trustees

Washington Community College District 23

## Background

### PROFESSIONAL LEAVE REQUESTS FOR 2013-2014 ACADEMIC YEAR

#### Subject

Board of Trustees approval to grant faculty professional leave for the 2013-2014 academic year is requested.

#### Background

The negotiated agreement between the Board of Trustees of Washington Community College District 23 and the Edmonds Community College Federation of Teachers, Local 4254 AFT, AFL/CIO, specifies the process whereby the Board of Trustees may consider and grant professional leave to eligible faculty up to a maximum of four percent of the state-funded FTEF. The Federation appointed a Professional Leave Committee to review and rank eligible faculties' professional leave proposals for the Board's consideration.

The agreement states that each professional leave recipient will receive 85 percent of the employee's step placement during the period of time he or she is on professional leave.

(state supported programs)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Annualized FTEF</u>
John Sanders	Two Quarters	.666
Marie Tran	Two Quarters	.666
Hayden Bixby	One Quarter	.333
<b><i>Total Annualized FTEF</i></b>		<b><i>1.665</i></b>

(Foundation funded)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Foundation Funded</u>
Kelly Weibel	One Quarter	One Quarter

#### Recommendation

Approval of professional leave requests at the April 11, 2013 Board of Trustees meeting.



## Board of Trustees

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Washington Community College District 23

### Background

#### CONSIDERATION OF EXTENSION OF PROBATIONARY STATUS

#### Subject

Board of Trustees consideration of extension of probationary status for academic employee.

#### Background

The Board of Trustees is required to decide whether or not to approve a one quarter extension of probationary status based on recommendations presented by the end of winter quarter of the academic year. Faculty member under consideration for extension of probationary status is:

#### One Quarter Extension

Julie Drews, Adult Basic Education (International)

#### Recommendation

Board of Trustees approval of a one quarter extension of probationary status at the April 2013 meeting.



## Board of Trustees

Washington Community College District 23

## President's Report March 14, 2013

### President Jean Hernandez Activity Report: – February 20 – March 7, 2013

Over the past two weeks, I have participated in the following activities, meetings, and events related to the five Core Themes of the College:

#### **Strengthen our diverse community**

I am involved in the Latino Leadership Institute which includes three counties' and four community and technical colleges' students. I attended and provided a welcome at the Black Box Theatre for the presentation by Author Jamie Ford of his book, "Hotel on the Corner of Bitter and Sweet" which was this year's "community read" book. I provided a welcome to the Female Entrepreneur Networking event held at the Black Box Theatre. I attended the Diversity Council retreat held on our campus led by Dr. Tonya Drake involving staff, faculty, and students. I attended the Latino Educational Achievement Project (LEAP) Awards Dinner in Tacoma. I also attended the Freedom Fund Awards Banquet for the NAACP at the Embassy Suites. I continue to work on the beginning of the campaign through our Foundation fundraising efforts to raise \$1M to support our student veterans. I met with Dan Van Arsdale of the Freedom School to discuss EdCC being a co-sponsor of this event.

#### **Provide educational opportunities**

I attended the annual Foundation Auction Gala which raised a record \$233,000 for our scholarship programs and Foundation activities.

#### **Help students access career opportunities**

I attended the STEM Saturday event "Spring into Science," hosted collaboratively by the STEM Departments at EdCC. This event invited community members and youth to get engaged with fun, interactive STEM activities, learn about STEM education and career opportunities, and gain exposure to resources available to them at EdCC. I also met with Dr. Blakely Tsurusaki to discuss STEM opportunities connected to the Washington Alliance for Better Schools (WABS).

#### **Support student success**

I continue with involvement in the monthly Student Success Council meetings as well as the Achieving the Dream Core team meetings.

**Encourage innovation, service, and lifelong learning**

I provided a presentation about EdCC to the Edmonds Daybreakers Rotary. I have been invited to become involved with the Imagine Edmonds Task Force whose focus is seeking ways to improve the health, wellness, education and the environment in the City of Edmonds. I attended the Snohomish County United Way Caring Celebration to join area business leaders, elected officials, and community members to hear about how United Way is advancing the common good, the results of the past year, and what lies ahead. I continue with involvement with the Lynnwood Rotary Club, Workforce Development Council Board, and the Economic Alliance of Snohomish County. I also continue to host local college donors.