



Washington Community College District 23
Lynnwood, Washington

Agenda
Study Session & Regular Meeting
April 14, 2016
Gateway Hall 352
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	Quentin Powers	
	B. Introduction of Guests	Quentin Powers	
4:32 PM	C. Public Comments (3 minutes each)	Quentin Powers	
4:40 PM	D. Approval of Meeting Minutes: March 10, 2016	Quentin Powers	2
	E. Next meeting: Tuesday, May 17, 2016		
	3:15-3:30 p.m. – Business Meeting – Approval of Tenure		
	3:30-4:30 p.m. – Tenure/Permanent Status Reception		
	4:30 p.m. – Business Meeting		
4:45 PM	F. Old Business – Action		
	1. Approval of Professional Leave (RN 16-4-1)	Quentin Powers	16
4:50 PM	G. New Business – Action		
	1. Letter of Support for College Spark Grant	Dr. Charlie Crawford	17
4:55 PM	H. New Business – First Consideration		
	1. Consideration of Tenure Status	Quentin Powers	18
	2. Consideration of 2016-2017 Fees	Kevin McKay	19
5:10 PM	I. Study Session		
	1. Emergency Preparedness	Jade Jeter-Hill	
5:30 PM	J. Executive Session	Quentin Powers	
5:45 PM	K. Adjournment	Quentin Powers	

Travel to Edmonds School District Board Room, 20420 68th Ave. West, Lynnwood, WA

6:00 PM L. Joint Study Session with Edmonds School District Board of Directors (*Separate Agenda*)

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

Washington Community College District 23

**Regular Meeting
Minutes
March 10, 2016**

DRAFT

Trustees Present: Omar Abdulla, Dr. Tia Benson Tolle, Diana Clay, Quentin Powers, Emily Yim

Trustee Absent: Carl Zapora

Others Present: Arlene Anderson, Lia Andrews, Dyani Bartlett, Linda Carlson, Christina Castorena, Allison Cohen, Pat Copeland, David Cordell, Dr. Terry Cox, Dr. Charlie Crawford, Dr. Robin Datta, Dr. Tonya Drake, Chris Eaton, Karen Fenner, Simone Frazier, Ginger Gibbs, Scott Haddock, Kim Haines, Dr. Bill Keppler, Christine Kobayashi, Angus Kondo, Lauri Kram, Tiffany Ledford, Dr. Brent Leithauser, Deann Leoni, Kevin McKay, Geoffrey McKeown, Kari Meehan, Susanne Meslans, Patty Michajla, Suzanne Moreau, Charles Mueller, Kathy Murphy, Ann Paulson, Steve Pennington, Jan Peterson, Kathie Richer, Dr. Carey Schroyer, John Sherman, Amy Shigley, Chris Szarek, Karen Townsend, Ruth Voetmann, Heather Walsh, Kelly Weibel, Margaret West, Barbara Whalen, Daniel White, Rich White, Dr. Mary Whitfield, Andy Williams

CALL TO ORDER AND INTRODUCTION OF GUESTS

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

Mr. Steve Pennington and Dr. Bill Keppler were introduced and recognized for their efforts in serving as co-chairs of the recent *Boots to Books and Beyond* campaign. Dr. Keppler spoke about the campaign and thanked the College for raising one million dollars. He also thanked President Jean Hernandez and the Director of the Veterans Resource Center, Mr. Chris Szarek for their involvement with the campaign.

PUBLIC COMMENTS

No comments

COMMUNITY CONVERSATION

The Boeing Company Presentation and Recognition – Mr. Rich White, State and Local Government Relations

Mr. Rich White, State and Local Government Relations with The Boeing Company, presented a brief historical video highlighting the past 100 years in the development of The Boeing Company, as well as possibilities for the next century.

A 100th anniversary celebration will be held on July 15, 2016 at The Boeing Company. Special events will be held during a three-day celebration, July 15-17 at the Museum of Flight including a Founder’s Day celebration. All Boeing aircraft will be shown.

Chair Quentin Powers presented Mr. White with a Board Resolution recognizing The Boeing Company's commitment to student success by hiring Edmonds CC graduates. He thanked Edmonds CC for the partnership by continuing to prepare students to become future leaders in the aerospace industry.

NEW BUSINESS – ACTION

Approval of Boeing Recognition – Resolution No. 16-3-1 – Quentin Powers

Attachment A

Chair Quentin Powers read the Board Resolution No. 16-3-1 recognizing The Boeing Company for their commitment to student success in the aerospace industry and in honor of their Centennial celebration.

Motion: It was moved and seconded to approve Resolution No. 16-3-1.

Approved

APPROVAL OF MINUTES

Attachment B

Motion: It was moved and seconded to approve the January 21, 2016 meeting minutes.

Approved

NEXT MEETING

April 14, 4:30 p.m., Gateway Hall 352. 6:00 p.m. joint meeting with the Edmonds School Board, Edmonds School District Office, Educational Service Center

OLD BUSINESS –ACTION

Approval of Tenure and Permanent Status – Resolution No. 16-3-2 – Dr. Charlie Crawford

Attachment C

Dr. Charlie Crawford introduced six faculty members for approval of tenure or permanent status, and thanked the faculty members who served on the committees. Each candidate spoke for a few moments, and the Trustees provided comments regarding the candidates' portfolios.

Approval of tenure: Deborah Clarke, Kari Meehan, Scott Haddock, Barbara Jacala-Whalen, and Heather Walsh

Approval of permanent status: Patrick Rolland

Motion: It was moved and seconded to approve Resolution No. 16-3-2.

Approved

Approval of Continuing Probationary Status – Resolution No. 16-3-3 – Dr. Charlie Crawford

Attachment D

Dr. Charlie Crawford presented the faculty members in their second or third year of continuing probationary status and recommended that their probationary contracts all be continued for next year.

Second year appointments: Audineh Asaf, Stephanie Bevans, Linda Carlson, Christina Coiro, Mark Einfeld, Daniel Griesbach, Gabrielle McIntosh, Geoffrey McKeown, Chuck Mueller, Ruth Voetmann, Dr. Louis Ho, and Linda Zuvich.

Third year appointments: Michael Andrew, Jennifer Baldwin, Haley Benjamins, Stephanie Bostwick, Nicholas Buker, Emily D’Souza, Kevin Fogarty, Ruth Harris-Barnett, Dr. Brent Leithauser, Jeremy Matthews, John Sherman, Kathleen Simonton, and Daniel White

Motion: It was moved and seconded to approve Resolution No. 16-3-3.

Approved

Approval of Program Elimination – Resolution No. 16-3-4 – Dr. Charlie Crawford

Attachment E

Dr. Charlie Crawford presented three programs for elimination in the Corrections Department, including: Sustainable Horticulture, Construction Industry Training, and Carpentry.

Motion: It was moved and seconded to approve Resolution No. 16-3-4.

Approved

Approval of Offering Bachelor of Applied Science (BAS) Degrees – Resolution No. 16-3-5 – Dr. Terry Cox

Attachment F

Dr. Terry Cox presented a request to begin offering Bachelor of Applied Science degrees at Edmonds Community and to approve the first BAS degree program at the January 21, 2016 Board meeting. The degree recommended as best meeting the needs of students and community is a combined degree serving both Early Childhood Education and Social and Health Services graduates. The proposed title for the first BAS degree is “Child, Youth and Family Studies.”

Motion: It was moved and seconded to approve Resolution No. 16-3-5.

Approved

NEW BUSINESS FIRST – CONSIDERATION

Consideration of Professional Leave – Dr. Charlie Crawford

Attachment G

Dr. Charlie Crawford presented the names of faculty requesting professional leave: Dr. Rachel Wade, Dr. Patrick Averbeck, Nancy Kennedy, and Cathleen Costa (Foundation funded). He provided a brief summary of their proposed plans during their leave.

The Board will be updated on the number of quarters being requested per faculty member, and they will be asked to approve the 2016-2017 professional leave at the April 14, 2016 meeting.

BOARD UPDATES

Faculty Representative – Margaret West

Attachment H

Student Representative – Lia Andrews

Attachment I

Classified Representative – Patti Pollardo

No Report

FOUNDATION REPORT – Diana Clay

Trustee Clay reported on the following Foundation activities:

- The Foundation Auction & Gala was a huge success. Over \$204,000 was raised and they are expecting an additional \$5-10K coming in from corporate gifts. A debriefing celebration will be held at the end of the month.
- A 5K fundraising walk/run will be held November 19, 2016.

PRESIDENT'S REPORT – Dr. Jean Hernandez

Attachment J

President Hernandez was not present at the meeting. However, her report was submitted to the Board.

BOARD DISCUSSION – Quentin Powers

- A reception honoring the faculty who received tenure or permanent status will be held on Tuesday, May 17, at 3:30-4:30 p.m. in Gateway Hall 352.
- Trustees attending the October 5-8 ACCT Fall Conference in New Orleans will include Diana Clay, Emily Yim and Quentin Powers.
- Student Trustee Omar Abdulla thanked everyone for the opportunity to attend the ACCT National Legislative Summit in Washington DC in February.
- Trustee Yim spoke about the recent trip to Japan, along with President Hernandez, and faculty member Trish Ueda. The trip was to participate in a celebration of the 30th anniversary of the Trajal Hospitality and Tourism College.

EXECUTIVE SESSION

At 6:36 p.m., the Board entered into Executive Session for the purpose of discussing real estate. No action was taken as a result of the Executive Session. The Board returned to open session at 7:09 p.m.

ADJOURNMENT

The meeting was adjourned by Chair Quentin Powers at 7:10 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

Mr. Quentin Powers, Chair

Date Approved

ATTEST:

Dr. Jean Hernandez, Secretary

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

March 10, 2016

I will begin on a positive note. We are happy about the faculty receiving tenure tonight. It's encouraging that the College recognizes the importance of more tenured positions.

Equally positive was the dinner that the trustees and the union council members shared last week; the dinner was as usual a very enjoyable event. We don't get many opportunities to chat with each other, but last week we lingered because we were all having such a good time.

However, and as many of you know, there is a large and gray and can I say tired elephant in the room, and the faculty are emphatic that I include their concerns in my report.

I am talking of course about negotiations. After almost a year of negotiating, we have covered a lot of ground. The sticking point as usual is money. When the Washington Legislature permitted the colleges to use local funds for salary increases, we were hopeful that Edmonds would step up to compensate faculty for the more than 7 years without a salary increase (steps). The faculty hope that the newly tenured employees understand and are happy with their salary placements because as things stand now, there will be no further salary increases apart from the rather rare COLA. Without salary increases there is no career path at Edmonds. (The red balloons and red shirts you see around the room are to draw your attention to the salary situation and are not a celebration of tenure.)

The two teams meet again tomorrow, and we hope there will be some movement.

NOTE: I typed this after Friday's negotiations, and I am happy to report that against our expectations we settled!

Thank you.

Margaret West
President
Local 4254
Edmonds Community College Federation of Teachers

ATTACHMENT I

BOARD OF TRUSTEES

Monthly Meeting Report

STUDENT GOVERNMENT

March 10, 2016

COMPLETED

- **Executive Board Meetings:**
 - **1/27/16** ASEdCC allocated \$2500 to the Tunnel of Intersections event and \$1748 was allocated for the 2015-2016 Childcare Budget.
 - **2/3/16** ASEdCC allocated \$2829 to fund a trip to the Continuums of Service Conference for the Service Learning Program Manager, Stewart Sinning, and Service Learning staff, Julienne Wall.
 - **2/10/16** ASEdCC allocated \$11301 for 4 ASEdCC Officers and 1 Supervisor to attend the ASACC conference and \$1981 was allocated to fund remaining expenses for the 2015 Global Leadership Summit.
- **ASEdCC Marketing** – The ASEdCC’s Communication Assistant has expanded Student Government’s marketing over Fall and Winter Quarter. Their successfully completed activities include:
 - Collaborating with the CSEL Graphics team to create digital signage and an ASEdCC Officer video.
 - Record keeping of all current toilet talk signs and coordinating with the facilities department to install missing/and or damaged ones.
 - Periodically changing and creating new issues of the Toilet Talk Posters, and planning for expansion of frame holders into all buildings on campus.
 - Updating the Social Media accounts for ASEdCC to inform students about all our events.
 - Collaborating with the Student Activities Board to do classroom presentations to inform students of CSEL and ASEdCC related events.
 - Taking photos of ASEdCC events such as the Campus Safety Forum, Dinner with Instructors, and other event work.
- **TIMC Application Process** – The ASEdCC Officer for Technology, co-chair for the Technology Investment Management Committee, reported successfully completing the TIMC application process and receiving TIMC proposals in total of \$740,095.23
- **1/26/16 Legislative Rally** – 13 students, including three ASEdCC Officers, went to the State Capitol in Olympia to advocate for college issues such as lowering tuition and textbook fees. We met with legislators such as Sen. Marco Liias and Rep. Strom Peterson. Dr. Jean Hernandez was also there to give a speech to Washington State student delegates.
- **Visits to Academic Division Meetings** – ASEdCC Executive Officers visited academic division meetings to promote student government and seek potential collaboration with each division as well as hear any concerns from the divisions.
 - **1/28/16** Learning Resources Division
 - **2/5/16** Health & Human Services Division, Humanities / Social Sciences Division, and STEM Division
 - **2/18/16** International Education Division
 - **2/26/16** Pre-College Education Division

- **1/29/16 Leadership Is You! Conference** – AEdCC Officers attended this AEdCC-sponsored conference as either workers or attendees. This conference was geared towards EdCC students to develop their leadership skills.
- **2/3/16 Club Fair** – AEdCC participated in the club fair, promoting student clubs and programs on campus.
- **2/23/16 Multicultural Holiday Event** – AEdCC Officers took part in this event that showcased multicultural holiday events celebrated around the world.
- **2/25/16 Dinner with Instructors.** AEdCC hosted the Dinner with Instructors event to provide a relaxed environment for students to socialize with the instructors outside of classes and instructors' office hours.
- **2/26/16 Student Math League Exam** - AEdCC participated in the Student Math League Exam hosted by the Math department.
- **2/28/16 International Night** – EdCC presented the 37th annual International Night, titled Beyond the Stars.
- **3/1/16 Campus Safety Forum** – AEdCC sponsored this campus-wide, student-geared forum to provide education from panelists about steps the college has taken to address safety and wellness, disperse tips for personal and community safety, and give students, staff, faculty and community members a platform to address their concerns and ask questions. Panelists included representatives from the Health & Wellness Center, EdCC Safety & Security, the Lynnwood Police Department, and the President's Cabinet. There were 140+ attendees.

IN PROGRESS

- **Student Trustee Hiring Process** – The Student Trustee Hiring Committee appointment responsibilities have been delegated to a separate AEdCC Officer. The application will be out the week of March 14th and its due date for applicants is for April 15th.
- **AEdCC Officer Selection, Communications Assistant, and Assistant to the Executive Board Hiring Committees** – Officers to serve on AEdCC Hiring Committees have been appointed and will work through Spring Break to develop applications for distribution at the beginning of Spring Quarter.
- **S&A Fee Committee Budget Hearings** – Two budget hearings for the S&A Fee Committee have taken place with 11 account directors having presented and will resume according to schedule in Spring Quarter.
- **Reopening of Basketball Court Outside of Seaview** – AEdCC has received student complaints about the abandoned basketball court outside of Seaview building. According to Jorge de la Torre, the Athletic Director, the athletics department took down the net in response to accumulating damage created by unregulated public use of the court. This creates difficulties for EdCC students who want a place to play basketball, as the inside court is frequently booked for classes and team training. The solution provided by Jorge is to install a gate for the basketball court. AEdCC is considering funding a gate for the basketball court.
- **Smoking Area Reconsideration** – AEdCC has received student complaints about the smoking area outside Alderwood building, stating concerns about student health and the image that such a visible smoking area presents to the public. AEdCC has formed a Smoking Area Reconsideration Committee to conduct student surveys. Results of research will conclude with recommendations for a potential new smoking area.
- **Dining Options Goal Committee** – The Dining Options Goal Committee has successfully developed an evaluation form for facilities visits. The committee has received a grant of \$612.90 from Verdant Health Commission and has completed a visit to the Swedish-Edmonds Hospital, and has three more visits planned to build a portfolio of research and recommendations in Spring Quarter for our campus's food services.

- **Bus Contract Goal Committee** – Representatives from Community Transit attended two work sessions in Fall Quarter and provided an overview of fare structures, the partnership between Community Transit and EdCC, and future plans for route additions and the EdCC-Community Transit relationship. The Bus Contract Goal Committee is awaiting further information about plans and available options for negotiations.
- **ASEdCC Website Goal Committee** – The ASEdCC Website Goal Committee has come to an agreement with the Vice President of College Relations and Advancement to collaborate and redesign the student government website on edcc.edu with the help of Studio 5, an outside vendor. ASEdCC has allocated \$9,500 towards the redesign. The Website Goal Committee is now in consultation Studio 5 about what features can be added to the upcoming ASEdCC website.
- **2/7/16-4/2/16 Recyclemania** – The Green Team is facilitating EdCC’s participation in Recyclemania—an eight week long waste reduction competition between participating higher education institutions in the US and Canada—for the fourth year in a row. Since first the first year of participation in 2013, EdCC has seen a stable increase in recycling rates.
 - **3/12/16 E-Waste Roundup**. From 10am-2pm, the Green Team and E-Waste LLC will be collected unwanted electronic equipment in Parking Lot A. This event is open to the public to bring their goods in.
- **3/11/16-3/15/16 National Student Advocacy Conference** – Four ASEdCC Officers will be attending the National Student Advocacy Conference organized by the American Student Association of Community Colleges (ASACC). We will be meeting with Congressman Rick Larsen and the offices of four other representatives and legislators to advocate college issues including: The Pell Grant, the DREAM Act, tuition, the Higher Education Act, and the College Promise.
- **3/14/16 Safe Zone Chat and LGBTQ Solidarity** – In coordination with Dr. Jean Hernandez, the Diversity Student Center, and the department for Equity and Inclusion, ASEdCC is partly sponsoring a discussion circle, “Safe Zone Chat” to promote solidarity and LGBTQ inclusion. This open discussion will take place from 11:30am to 1:00pm in Brier Lobby. ASEdCC is participating in planning for a larger scale event to take place in Spring Quarter.
- **4/25/16-4/26/16 Civics Week: Your Voice, Your Choice** – ASEdCC has created a committee to plan a series of events in Brier Lobby aimed at promoting civic engagement activities such as voting, advocacy, and service. Included will be a voting registration drive, information on American politics and the current presidential campaign, involvement from the History Club, comment boards, and Washington Bus (a youth organization that promotes civic engagement.) In coordination with the Brier Grill, there will be a mini food election for students to vote for one of two food options for the Brier Grill to sell as a specialty item for one day. This will educate students about the impact of voting in a visible way.

Submitted by: Lia Andrews, ASEdCC Administrative Liaison

President's Report March 10, 2016

ATTACHMENT J

PRESIDENT JEAN HERNANDEZ EVENT HIGHLIGHTS FEBRUARY-MARCH 2016

- The College is participating with Skagit Valley College and Everett Community College in the Latino Education and Training Institute (LETI), whose director and founder is Rosario Reyes. The program, known as the Latino Leadership Institute, invites 10 of our Latino students to participate in a six month leadership program through LETI. I attended the third annual Kick-off Session where all three college's students attend and begin to learn of their heritage in Washington state and hear from such individuals as Mayor Nicola Smith, Congressman Rick Larsen, and Representatives Luis Moscoso and Lillian Ortiz Self.
- I met with Kevin McKay, Dr. Tonya Drake, Jim Mulik, and Eva Smith for half a day to begin discussing our plans for the next Strategic Plan after our April 2017 Accreditation visit. We are focusing on how we use our next Strategic Plan to integrate our numerous college plans (Master Facilities, Education, IT, etc.) and improve participation and communication at the college level. We will continue to meet on an ongoing basis.
- I joined Dr. Tia Benson Tolle and Omar Abdulla for the ACT New Trustee Orientation and then attended the Transforming Lives dinner, with our recipient, Andrew Smolen.
- I attended the Boys and Girls Club of Snohomish County's Board Retreat and then stayed for the Youth of the Year Celebration. Each Club selected one student to represent their Club. Each and every student had overcome such difficult barriers. I was so impressed with them!
- We held a ribbon cutting ceremony with Community Transit that included Mayor Nicola Smith for our new "College Station" at the intersection of 204th St. and Highway 99. It is so exciting to have a stop just blocks from the college named after us!
- I attended the United Way Board of Directors retreat. We are creating a plan for shifting our role from giving money to numerous non-profits in our county, to seeking ways to support groups committed to eliminating poverty in our county. This is an area that impacts some of our students directly, so I am glad to be part of this initiative with our United Way.
- In early February, I joined the Trustees at the Association of Community College Trustees National Legislative Summit in Washington DC. We hosted a joint dinner with Everett Community College with Representatives Suzan DelBene and Rick Larsen and enjoyed rich conversations with both congressional members. We also visited with Senators Patty Murray and

Maria Cantwell. I also am very proud of our student Trustee, Omar Abdulla, who spoke very eloquently about the needs of our students during these visits.

- Our Equity and Inclusion office is hosting meetings every three weeks for individuals at the college who have attended Undoing Institutional Racism workshops. In mid February I participated in a group activity where we are prioritizing actions the college can take to remove barriers and strengthen our commitment to equity initiatives. For example, we have added a statement to all of our job announcements that intentionally shows the college's commitment to a diverse, equitable, and inclusive culture:

Edmonds CC is committed to diversity, equity, and social justice. The college values its talented, diverse workforce and seeks to attract, hire, and support employees who consistently and actively embrace diversity and equity. We are intentional about social justice -- the active engagement toward equity and inclusion that addresses issues of institutional, structural, and environmental inequity, power and privilege.

- I traveled in late February to Japan with Trustee Emily Yim and faculty member, Trish Ueda, to participate in a celebration of the 30th anniversary of the Trajal Hospitality and Tourism College. Emily gave remarks thanking Trajal for sending us their students and received a certificate on behalf of the college from Trajal, and she in turn gave them a plaque from the college. Faculty member Trish Ueda was a big hit with all the students. We have posted pictures on our website to acknowledge this great partnership. I have asked Mr. Nojima, our wonderful host, to please attend our May Board of Trustees meeting to share some of the highlights of our trip.
- Jim Mulik, Dr. Charlie Crawford, Liz Murata, Kathy Murphy, and I attended the Northwest Commission on Colleges and Universities (NWCCU) 7th Year Comprehensive Evaluation workshop in preparation for our visit in April 2017. Jim Mulik and I also attended the annual NWCCU business meeting to receive updates from our Commission.



Background

PROFESSIONAL LEAVE REQUESTS FOR 2016-2017 ACADEMIC YEAR

Subject

Board of Trustees approval to grant faculty professional leave for the 2016-2017 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>
Dr. Patrick Averbeck	Two Quarters	.666
Nancy Kennedy	Two Quarters	.666
Dr. Rachel Wade	One Quarter	.333

Total Annualized FTEF

(Foundation funded)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Foundation Funded</u>
Cathleen Costa	One Quarter	.333

Recommendation

Approval of professional leave request for professional leave requests at the April 14, 2016 Board of Trustees meeting.

TO: Dr. Jean Hernandez, President

FROM: Dr. Charlie Crawford, Executive Vice President for Instruction

DATE: April 4, 2016

SUBJECT: Revised Professional Leave Recommendations for the 2016-17 Academic Year

Based on the recommendations from the Professional Leave Committee and my review of their applications, I support and recommend professional leaves for the following faculty during the 2016-17 academic year:

<u>Faculty Member</u>	<u>Leave Recommended</u>	<u>Annualized FTEF</u>
Dr. Patrick Averbeck*	Two Quarters	.666
Nancy Kennedy*	Two Quarters	.666
Dr. Rachel Wade*	One Quarter	.333
Cathleen Costa**	One Quarter	.333

*Faculty in a state-supported program

** Faculty in a self-support program. Professional leave is Foundation-funded

Dr. Patrick Averbeck. Pat is a mathematics instructor hired by the college in September, 2003. Two quarters of professional leave are recommended for Pat to examine pre-college math programs in the state of Washington. During the 2017 Winter Term, Pat will visit and observe pre-college math programs at twenty-three community colleges within the greater Seattle area. Information about classroom instructors and instructional strategies will be gathered and data regarding student success rates will be analyzed. For each of the colleges, he will develop course mappings of the college's pre-college math program. The goal is to identify successful programs and identify best practices. During the 2017 Spring Term, Pat will analyze the observations and data that were collected. Pat will present his preliminary findings at the state's math conference in May 2017. Pat will also participate in the Math Pathways to Completion Task Force headed by the SBCTC. In Winter 2017, he will visit the Dana Center at UT in Austin for three days. This visit will allow him to utilize the Dana Center's resources to access research and best practices. The overlap of Pat's task force work and his professional leave provide a great opportunity for him to develop a strong theoretical foundation for analysis of the data that he will be gathering from the visits to community colleges in the greater Seattle area.

Nancy Kennedy. Nancy is an English instructor hired by the college in July, 1992. Nancy previously received professional leave during winter quarter, 2005. Two quarters of professional leave are recommended for Nancy to broaden and deepen her teaching expertise by developing greater knowledge of Islam and contemporary Muslim/Muslim-majority cultures that are increasingly referenced in American stories and literature and that are embodied by many students in her classes at EdCC; develop community partnerships and connections that are fundamental for implementation of meaningful service learning opportunities that might foster greater understanding of diverse cultural identities in the USA, especially Muslims and

immigrants from Muslim-majority countries; and build meaningful professional community connections. Nancy notes in her application that there is increasing evidence that the post-9/11 and current anti-Muslim immigration climate is affecting many of our students and thus our classrooms. Psychologists and sociologists have reported effects on Muslims mental health in USA, and journalists have reported increased mention of Muslims/Islam in the media since 9/11/2001. Nancy was born in Beirut, raised in the United Arab Emirates, and attending boarding schools in India and Pakistan, as the consequence of being a member of a medical missionary family. Because of this history during her formative years, Nancy has long been appreciative of Islamic cultures and sensitive to the ways those cultures have been misunderstood by the west.

Dr. Rachel Wade. Rachel is a physics instructor hired by the college in January, 2005. One quarter of professional leave is recommended for Rachel to accomplish two significant objectives: First, Rachel will accept an unpaid position as a Visiting Scholar with Washington Math Engineering Science Achievement (WA MESA) program, at the University of Washington. Washington MESA builds a pathway to college and careers in science, technology, engineering, and mathematics (STEM) by developing programming and initiatives to improve diversity and retention with an emphasis on traditionally underrepresented students in STEM fields, including African Americans, Native Americans, Hispanic/Latinos, Pacific Islanders and women. Second, Rachel will participate in the educational outreach work of WA MESA, working with STEM schools, partnering with community organizations, and working with volunteers, assisting them with their content related questions, curriculum development plans, and program assessment. The proposed leave will give Rachel the chance to engage in scholarly research pertaining to issues of diversity, access, and retention in STEM. In addition to her STEM teaching credentials, Rachel holds a PhD in Education focused on issues pertaining to diversity and access in STEM community college programs.

Cathleen Costa. Cathy is an Intensive ESL instructor hired by the college in August, 1990. Cathy previously received professional leave during winter quarter, 2011. One quarter of professional leave is recommended for Cathy to work on a project to better prepare students for the changes and challenges they will face as they transition from ESL into college. She will use one quarter of professional leave in Fall 2016 to create “College Bound” materials to add to the IESL Level 5 Writing curriculum. Cathy states in her application that as she nears the end of her career, she continues to be inspired by working with very basic beginning students who have almost no English, and also by working with students who are about to finish their ESL studies and reach their goals to attend American colleges. This project would give her the opportunity to work on a transition project for the latter group of students. In Cathy’s words, “Professional leave time to do this project would be me one more opportunity to do something with lasting value for IESL students, and it would be very personally satisfying.”



Board of Trustees

Washington Community College District 23

Resolution No. 16-4-1

PROFESSIONAL LEAVE REQUESTS

WHEREAS, the Board of Trustees of Edmonds Community College District 23 has a policy for consideration and granting of professional leaves for faculty, and

WHEREAS, the Board of Trustees has received a ranked list from the Professional Leave Committee for faculty who have requested leave for the 2016-2017 academic year, and

WHEREAS, the Board of Trustees is committed to the continued professional growth of the Edmonds Community College faculty even in difficult financial times, and

WHEREAS, the recipients of professional leave must submit a one-page, written summary to the Board of Trustees at the end of the quarter following their leave (excluding summer quarter).

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Edmonds Community College awards professional leave for the following faculty:

(State supported programs)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Annualized FTEF</u>
Dr. Patrick Averbeck	Two Quarters	.666
Nancy Kennedy	Two Quarters	.666
Dr. Rachel Wade	One Quarter	.333

Total Annualized FTEF

(Foundation funded)

<u>Faculty Member</u>	<u>Professional Leave Recommended</u>	<u>Foundation Funded</u>
Cathleen Costa	One Quarter	.333

ATTEST:

Mr. Quentin Powers, Chair

Dr. Jean Hernandez, Secretary

Date Approved



Board of Trustees

20000 68th Ave. W · Lynnwood, WA 98036-5999 · 425-640-1516 · www.edcc.edu

April 14, 2016

DRAFT

TO: Washington State Board for Community and
Technical Colleges / College Spark Washington

We, the Edmonds Community College Board of Trustees, fully support the college’s application and participation in the College Spark Washington Guided Pathways Initiative. Edmonds Community College exemplifies the leadership and institutional support required to successfully implement Guided Pathways.

Since the college began participation in the Achieving the Dream initiative in 2011, the Board of Trustees has supported the college’s transition from an emphasis on access to fostering a culture of success. Edmonds Community College has become a data-informed college driven by equity and student success. We also recognize there is still important work to be done; implementing Guided Pathways frameworks builds on our previous successful work and prepares for the next phase in our institution’s evolution.

Edmonds Community College is committed to a systemic redesign of the student experience from initial connection through to completion, including changes to program structure, new student intake, instruction, and support services. The college is also committed to closing opportunity gaps for students of color and low-income students and redesign efforts leading to improved outcomes for underrepresented students.

We, the Board of Trustees, have actively participated in discussions about Guided Pathways and its role in student success. Executive Vice President of Instruction, Charlie Crawford, introduced the Guided Pathways concept at our August 2015 retreat. We read Redesigning America’s Community Colleges: A Clearer Path to Student Success in preparation for the October 2015 retreat and had a lengthy conversation about Guided Pathways at the retreat. In addition, at our January 21, 2016 meeting, we approved the college’s 2016-2018 Strategic Plan (attached) that specifically addresses Guided Pathways.

Based on the conversations we have had and our enthusiasm for the Guided Pathways framework, we are fully committed to the reforms required by implementing Guided Pathways. We support the work being done in every area of the college and will be engaged as we strive to serve students in a more streamlined way to increase persistence and completion.

Sincerely,

Quentin Powers, Chair

Carl Zapora, Vice Chair

Emily Yim

Diana Clay

Dr. Tia Benson Tolle

Omar Abdulla, Student Trustee



Board of Trustees

Washington Community College District 23

Background

CONSIDERATION OF TENURE

Subject

Consideration of tenure for

Karen Fenner

Adult Basic Education/ESL

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. Karen Fenner has completed her probationary period and is recommended for consideration of tenure status.

Recommendation

Approval of tenure for Karen Fenner at the May 2016 Board of Trustees meeting.

Background

2016-17 College Course Fee Schedule

Subject

Consideration of the 2016-17 College Course Fee Schedule.

Background

According to Initiative 960, the college is allowed to increase all applicable college fees by a percentage indexed to the OFM's annual fiscal growth rate, following applicable guidelines. However, because students have experienced substantial tuition increases over the past few years, the college does not want to use this option for the upcoming academic year. Therefore, once again, there will be no 'across the board' fee increases for the 2016-17 academic year, with one exception.

The exception that is being recommended for an increase is the MUSIC LESSON fee. The college recommends that the Music Lesson fee be increased slightly (see attached) to provide an increase in instructor salary in order to remain competitive with industry standards for private instruction. Because this fee covers other than material recovery charges, i.e. salary increase, Board approval is required.

In addition to this request for an increase, the college also recommends two areas to decrease or waive fees:

The course recommended for decrease is the CISCO LAB fee. Enrollment for Cisco lab classes has increased and equipment costs have decreased. Because of this, the college is recommending that this course fee be reduced substantially (see attached spreadsheet).

The course fee recommended for waiver is the OVER 18 CREDITS Tuition Surcharge (see attached). The Culinary Arts students regularly enroll for more than 18 credits per quarter as this program requires students to attend both traditional lecture classes and to do lab work in the College Café, Brier Grill cafeteria and kitchen. Other Culinary Arts programs in the region, i.e. Seattle Central, do not charge this fee to their students; this fee waiver will help EdCC stay more competitively priced. The college asks the Board to grant its permission to research if the college is authorized to identify this fee as a waiver.

By electing not to raise 'all' course fees and by reducing fees with the above recommendations, the college is able to minimize further financial impact to its students.

Recommendation

The administration of Edmonds Community College recommends that the Board of Trustees approves the 2016-17 College Fee Schedule as presented at the May 2016 meeting.

2016-17 I-960 CLASS AND MISCELLANEOUS STUDENT FEES

FEE TITLE	Current 2015-16	Proposed 2016-17	Reason/Notes
Music Lessons Fee	\$49.50 per session	\$52.20 per session	Increase instructor pay to \$40 per session in order to remain competitive with industry standards for private instruction. Session fee includes salary/benefit costs and indirect college costs.
Cisco Lab Fee	\$139.40	\$100.00	The change reflects the fact that we are now running the classes more quarters and with better enrollment than in the past. In addition, the cost of equipment has decreased over the past five years.
The 'Over 18 Credits' tuition surcharge	\$92.17 per credit for resident students (\$268.68 per credit non-resident)	Waiver for Culinary Art students	Requesting to waive this fee for Culinary Arts students as they regularly enroll for more than 18 credits per quarter as the program requires them to attend both traditional lecture classes and lab work in the College's café, Brier grill and kitchen. Other culinary arts programs in the region, such as, Seattle Central, do not charge students for credits above 18. This request is to keep EdCC competitively priced.