



Washington Community College District 23  
Lynnwood, Washington

**Agenda**  
**Regular Meeting**  
**June 11, 2015**  
**Gateway Hall 352**  
**4:30 – 7:45 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	Emily Yim	
4:32 PM	B. Introduction of Guests	Emily Yim	
4:37 PM	C. Recognition of Retirees	Emily Yim	
5:10 PM	D. Public Comments	Emily Yim	
5:20 PM	E. Approval of May 19, 2015 Meeting Minutes	Emily Yim	3
	F. Next meeting: Summer Retreat, August 13, 8:00 a.m. – 5:00 p.m.		
5:25 PM	G. Old Business – Action		
	1. Approval of 2015-2016 ASEdCC Student Fees (RN 15-6-1)	Vy Do	13
	2. Approval of 2015-2016 ASEdCC Budget (RN 15-6-2)	Vy Do	15
	3. Approval of 2015-2016 Budget (RN 15-6-3)	Kevin McKay	17
	4. Approval of International Contract Program (RN 15-6-4)	Marian Paananen	19
5:35 PM	H. New Business – First Consideration		
	1. Consideration of Music and Audio Production Certificate	Gail Miulli	20
5:45 PM.	I. Monitoring Reports		
	1. Achieving the Dream Evaluators	Dr. Jean Hernandez	
	2. Draft Allocation Funding Model Proposal	Dr. Jean Hernandez	
	3. August Board Retreat	Emily Yim	
6:15 PM	J. <i>BREAK</i>		

*Continued*

**EDMONDS COMMUNITY COLLEGE  
WASHINGTON COMMUNITY COLLEGE DISTRICT 23  
BOARD OF TRUSTEES – AGENDA  
JUNE 11, 2015  
PAGE 2**

6:25 PM	K. Reports		
	1. Classified Staff Representative	Patti Pollardo	
	2. Faculty Representative	Margaret West	
	3. Student Representative	Abby Zhang	
6:30 PM	L. Foundation Report	Diana Clay	
6:35 PM	M. President’s Report	Dr. Jean Hernandez	21
6:40 PM	N. Board Discussion	Emily Yim	
6:50 PM	O. Executive Session	Emily Yim	
7:45 PM	P. Adjournment	Emily Yim	

*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

**Special Meeting  
Minutes  
May 19, 2015**

***DRAFT***

**Trustees Present:** Girish Chummun, Diana Clay, Quentin Powers, Dick Van Hollebeke, Emily Yim, and Carl Zapora

**Others Present:** Arlene Anderson, Wayne Anthony, David Beckman, Dusty Brannan, Christina Castorena, Kim Chapman, Max Chen, David Cordell, Vy Do, Michele Domingo, Dr. Tonya Drake, Karen Fenner, Simone Frazier, Dr. Jean Hernandez, Christine Kobayashi, Tiffany Ledford, Susan Loreen, Peter Martin, Kevin McKay, Jeff McKeown, Patty Michajla, Dr. Jonathan Miller, Gail Miulli, Suzanne Moreau, Beth O'Donnell, Dr. Jeff Owens, Marian Paananen, Julie Palomino, Patti Pollardo, Mike Schindler, Lisa Schubert, Dr. Elliot Stern, Brad Thomas, Marcos Valle, Margaret West, and Abby Zhang

**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Emily Yim, Board Chair, called the meeting to order at 3:20 p.m., welcomed those present, and asked for self-introductions.

**EXECUTIVE SESSION**

At 3:23 p.m. the Board entered into executive session for the purpose of discussing a public employee. At 3:28 p.m. the Board entered into open session.

**OLD BUSINESS – APPROVAL**

**Approval of Tenure Status – Resolution No. 15-5-1 – Gail Miulli**

Attachment A

Interim Vice President of Instruction, Gail Miulli, requested approval of tenure status for Julie Palomino. The Trustees provided favorable comments regarding her tenure portfolio and congratulated her on a job well done.

**Action:** Trustee Clay moved and Trustee Van Hollebeke seconded the approval of Resolution No. 15-5-1. *Approved*

Student Trustee Chummun abstained.

At 3:35 p.m. the Board recessed for the purpose of a campus reception to recognize the faculty who received tenure or permanent status during the 2014-15 academic year.

**CALL TO ORDER**

Emily Yim, Board Chair, called the meeting back to order at 4:32 p.m.

**PUBLIC COMMENTS**

Student Max Chen spoke about his candidacy for the Mukilteo City Council. He stated that his position on student government provided him with a lot of knowledge. Max noted his appreciation for that experience and now he wants to give back to the community by his involvement in city government.

**APPROVAL OF MINUTES**

Attachment B

**Action:** Trustee Clay moved and Trustee Chummun seconded the approval of the April 2, 2015, and April 30, 2015 meeting minutes. Trustee Powers abstained from approval of the April 2, 2015 minutes as he was absent. Trustee Yim abstained from approval of the April 30, 2015 minutes as she was absent.

*Approved*

**NEXT MEETING**

June 11, 2015, 4:30 p.m., Gateway Hall 352

**OLD BUSINESS – ACTION**

**Approval of Student Code of Conduct WAC Amendments – Resolution No. 15-5-2 – Christina Castorena**

Attachment C

Vice President of Student Services, Christina Castorena, presented the Student Code of Conduct WAC Amendments. A public hearing was held on April 10, 2015, regarding the proposed rules amendments to the Student Code of Conduct-Hearing Procedures (Chapter 132Y-125 WAC). The College is updating the WAC due to recent federal legislation, to be in compliance with Title IX, the Clery Act, and the Violence Against Women Reauthorization Act (VAWA). There were no questions or concerns as a result of that hearing. Once adopted, the College administration will submit required paperwork for final filing of the amendments with the Washington State Code Reviser’s Office, and the new WAC will take effect July 1, 2015.

**Action:** Trustee Van Hollebeke moved and Trustee Clay seconded the approval of Resolution No. 15-5-2.

*Approved*

**NEW BUSINESS – ACTION**

**Approval of the Nondiscrimination and Harassment Policy WAC Amendments – Resolution No. 15-5-3 – Suzanne Moreau**

Attachment D

Interim Vice President for Human Resources, Suzanne Moreau, presented the Nondiscrimination and Harassment Policy (Chapter 132Y-300 WAC) amendments. As stated in the above action item, Student Code of Conduct Amendments, a public hearing was held on April 10, 2015, regarding the proposed rules amendments to both of the WACs. See above. The new Nondiscrimination and Harassment Policy WAC will take effect July 1, 2015.

**Action:** Trustee Clay moved and Trustee Powers seconded the approval of Resolution No. 15-5-3.

*Approved*

**NEW BUSINESS – FIRST CONSIDERATION**

**2015-2016 – AEdCC Student Fees – Vy Do**

Attachment E

The ASEdCC executive officer for budget, Vy Do, presented the 2015-2016 student fees for consideration of Board approval. Fees include the following: Services and Activities, Student Center M & O, Assessment, Technology, Sustainability, Athletic Field and Bus Pass User. The Board will be asked to approve the student fees at the June 11, 2015 meeting.

**2015-2016 ASEdCC Budget – VyDo**

Attachment F

Vy Do also presented the 2015-2016 student budget in the amount of \$1,652,176 for consideration of approval. She explained some of the existing programs that will require funding increases for next year as well as two new programs that will require funding. The Board will be asked to approve the budget at the June 11, 2015 meeting.

**2015-2016 College Operating Budget – Kevin McKay**

Attachment G

Kevin McKay, Vice President of Finance and Operations, presented information about the status of the 2015-2016 budgeting process. Due to the current legislative session still underway continuing to work toward a final compromise budget, the College’s final budget has not yet been adjusted for the 2015-2016 year. Upon completion of the current legislative budget process, the College will adjust the final budget proposal as necessary for presentation, review and approval at the June 11, 2015 Board meeting.

**Consideration of 2015-2016 International Contract Program – Marian Paananen**

Attachment H

Marian Paananen presented the 2015-2016 International Contract Program for consideration of approval. By July 1 of each year beginning in 2009, each college seeking to continue its International Contract program must submit to SBCTC at minimum, documents updating enrollment estimates, revenue projections, and program budget estimates, as well as a currently approved district board resolution. The College has chosen to continue its International Contract program within the “shared funding” model provided by SBCTC; and will continue with its existing contract with the Edmonds Community College Foundation for these services. A draft of the enrollment and budget estimates is available upon request.

President Hernandez spoke about the recent state president’s WACTC meeting discussion regarding International enrollments. The Board will be asked to approve the 2015-2016 International Contract Program at the June 11, 2015 meeting.

**BOARD UPDATES**

**Faculty Representative – Margaret West**

Attachment I

**Student Representative – Abby Zhang**

Attachment J

**Classified Representative – Patti Pollardo**

Attachment K

**FOUNDATION REPORT – Diana Clay**

- The Edmonds Community College Foundation has created a new three-year strategic plan and a new Planned Giving Committee. The plan includes a new Alumni Association and a marketing/branding task force.
- The 29<sup>th</sup> annual Foundation Gala Dinner Auction was held on April 25. \$205,817 was raised and 230 guests were in attendance at this successful event.

- The Foundation golf tournament will no longer be held. Instead, the Foundation will be hosting a scholarship dinner event that will be held at Nick Echelbarger's Woodway home in November. The goal is to raise \$30,000.
- The Foundation has received 290 completed scholarship applications and 17 grant applications.
- The second annual Fanfare Awards celebration will be held on May 21 at 5:00 p.m. in the boardroom. Several campus and community awards will be presented at this special event.

### ***BREAK***

At 5:36 p.m. the Board entered into a five minute break.

At 5:41 p.m. the Board returned to open session.

A candidate for the open position on the Board of Trustees was introduced and presented his interest in serving on the board.

### **PRESIDENT'S REPORT – Dr. Jean Hernandez**

- President Jean Hernandez provided a report on her February 2015 professional development trip to Washington DC focusing on grant opportunities and other resources that may benefit our students and college. During her visit she met with individuals in ten organizations. She thanked the Board for the opportunity for her to participate in the professional development sabbatical leave.
- Dr. Hernandez and Trustee Yim reported on the recent trip they took to Washington DC where they attended a White House Summit on Asian and Pacific Islanders held at George Washington University.
- The Gates Foundation held a successful meeting on our campus on May 5 with 14 of their staff members in attendance. Presentations were provided on the CATCH, PACE-IT, RISE and MESA programs. There was also a student panel. Trustee Yim attended.
- In response to Trustee Powers' request for an update on the status of EdCC providing an applied baccalaureate degree, President Hernandez reported that the College will begin work on this later in the year after the new Vice President of Workforce Development and Training is in place.
- The Trustees were reminded of the June 12 Commencement ceremonies at Xfinity Arena in Everett, at 7:30 p.m.

### **BOARD DISCUSSION – Emily Yim**

- The recent ACT spring conference included a discussion regarding board chairs serving in a two-year term instead of a one-year term. Following discussion, the Board decided to have their officers remain the way it currently is with the chair and vice chair working together and keeping with the frequent annual rotation.
- Trustee Van Hollebeke stated that he wants to keep the word "community" in EdCC's name. Several Trustees commented that they prefer not to change it.
- In her role as an ACCT national board member, Trustee Yim attended the AACC conference earlier this month in San Antonio, Texas. She said that there is a lot of dialogue on "America's Promise" which is the free community college for all students. They are pushing AACC and ACCT staff for more seamless work around this and more of a cross-sharing of ideas.
- A TIAA CREF retirement system representative will be one of the speakers at the ACCT Fall Congress in San Diego in October. We are hoping that our Triton Jumpstart program presentation will be selected as one of the sessions. Trustee Yim also encouraged President Hernandez and the other Trustees to attend a two-day educational symposium, *Transforming our Priorities*, in conjunction with ACCT that will take place two days prior to the meeting, October 13-14.

- Trustee Van Hollebeke shared the Spring Highlights DVD by President Hernandez with the Trustees.
- Tonya Drake, Interim Vice President of College Relations, provided an update regarding the “timely warnings” that went out recently to campus. We are obligated to notify the campus about these activities involving alleged sexual assaults or other emergency type situations. There is a Triton Alert System that provides notices. This is an opt in process where alerts will be sent via text message and personal email. The Trustees will be sent the URL so that they can opt in to the Triton Alert System in order to be updated with any campus emergency alerts.
- The Board August retreat agenda will include further discussion regarding emergency notifications.
- The Trustees addressed paperless documents at the Board meetings and again brought up using iPads or laptops at the meetings. Trustee Zapora would like to receive the extra handouts as part of the overall meeting packet rather than separately. Other Trustees prefer to have separate handouts. It was decided to continue sending the packets electronically and the Trustees can choose to either view them electronically during the meeting or print their own copies ahead of time. iPads will be available for those who do not have their own electronic devices to bring to the meetings.
- A Memorial Day ceremony will be held at the Black Box Theatre on May 20 at 10 a.m.
- The Board discussed names of prospective board candidates to fill the position that will be vacated September 30, 2015. Trustee Yim suggested encouraging more diversity in the pool.

**ADJOURNMENT**

The meeting was adjourned by Chair Emily Yim at 6:47 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

\_\_\_\_\_  
Ms. Emily Yim, Chair

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

ATTEST:

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

**ATTACHMENT I**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**AFT Local 4254 EdCC Faculty**  
**May 19, 2015**

As usual faculty are doing their jobs and mostly purring along.

AFT faculty contract negotiations are underway, and the union is happy to report that so far both teams seem engaged and energetic. That's very encouraging.

Faculty are following the progress of these negotiations very closely. I've already been told to get more reports out. We are all watching the state legislature, but we are hoping to find ways to put more dollars into faculty pockets regardless of the actions or inactions of the legislature. The support of the trustees will be appreciated.

Thank you.

Margaret West  
President  
Local 4254  
Edmonds Community College Federation of Teachers



**ATTACHMENT J**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**Student Government**  
**May 19, 2015**

**Completed**

- 03/09/2015 Diversity Student Center Expansion (DSC): Student Government had a meeting with PC on March 9<sup>th</sup> presenting the finalized floor plan (the floor plan will be attached). \$600,000 was allocated from Student Government last year and will be used to cover part of the cost. The college will pick up the rest, which is up to \$500,000. The construction will begin fall.
- 03/14/2015-03/17/2015 American Student Association of Community Colleges: 6 officers, communications assistant and two students – Angelina Yeremeyeva and Zachary Ott from political science department went to attend ASACC Conference. It was a great opportunity for us to learn and give inputs regarding the legislative issues in national level that will directly impact students. There were forums where we were educated about Pell Grant, America’s College Promise, HEA Authorization (Higher Education Act), Student Loan Payments with Pre-Tax Dollars and Dream Act. There were also workshops talking about leadership skills and strategies.
- 04/24/2015 Board of Trustee Student Representative: We interviewed four qualified applicants, and submitted all four names to the governor. Soohwan Jung, Pakawat Maneechaemsai Amanda Mims-Brinkley and Jeanne Ren.
- 04/26/2015 Foundation Auction Gala: 4 officers and communications assistant volunteered at the Foundation Auction Gala to show our support.
- 05/08/2015-05/09/2015: Legislative Voice Academy: 5 officers and two students – Celine and Max Chen attended the Voice Academy in Vancouver, Washington. During the Academy, student representatives presented total 14 issues that will impact the colleges and students. We had a chance to discuss these issues and participate in voting for adding new issues to this year’s WACTCSA Legislative Action Agenda.

**In Progress**

- We are currently in the process of selecting the Executive Board Team.
- We had a meeting with Kate Tourtellot from Community Transit and are currently working on the contract.

**Submitted by Abby Zhang, Executive Officer for Administrative Liaison**

**ATTACHMENT K**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**WPEA/UFCW LOCAL 365**

**May 19, 2015**

- WPEA is currently conducting a radio ad campaign with the Washington State Labor Council and several other unions to counteract the campaign ads that are portraying state employees as overpaid, unproductive employees with benefits that are too good for us. We are all hoping that the citizens of Washington State will listen to them and realize that our ads state the truth.

In addition to this, we are conducting a “Public Service Matters” Campaign giving all WPEA members the opportunity to complete the statement “I support funding for public employees and public services because...”. Our Legislative Director, Seamus, and Publicist, Eryn, have been travelling around to various bargaining units and asking interested members to complete the statement and then Eryn is taking their pictures and posting it on our union website and forwarding same to our legislators. We are hoping this will somehow sink in with the legislators.

- June 23-27 is the annual Union Women’s Summer School for the Western Region. This year it is being held on the Reed College campus in Portland, OR. WPEA covers all the fees for our women members who wish to attend. This is a great opportunity for all participants to learn much more about their place in unions.

This is a week to honor, strengthen and support women in the labor movement. The summer school offers a series of in-depth classes, workshops, solidarity, fun and the opportunity to connect with other union women and network. It is quite a full week. I have not been able to attend this because we always seem to be administering placement testing to the new international students, but I have heard that attendees come away with a greater knowledge of unions and are empowered to move forward and pass along what they have learned.

- We are waiting to hear how our Head Start program is progressing with their budget issues, as we have a timeline to inform those employees of any changes that may affect their positions at Head Start. We are basically just waiting for a meeting date to be set for this discussion in order to move forward without problems.
- This weekend we had a Shop Steward Conference in Olympia for new and current Shop Stewards. Edmonds CC actually had one of our custodians go through the training. I am hoping I can convince a couple more individuals to jump on board. I would like to have the Board’s permission to invite Josh to attend a future Board of Trustees meeting, as well as our WPEA President Kent Stanford.

Respectfully submitted by: Patti Pollardo, WPEA Chief Shop Steward-Edmonds CC



**Background**

*FISCAL YEAR 2015 - 2016  
SERVICES & ACTIVITIES FEE  
STUDENT CENTER M & O FEE  
ASSESSMENT FEE  
TECHNOLOGY FEE  
SUSTAINABILITY FEE  
ATHLETIC FIELD FEE  
BUS PASS USER FEE*

**Subject**

Proposed AEdCC Services and Activities and Self-Assessed local fees for Fiscal Year (FY) 2015-16.

**Background**

The AEdCC budget development process is outlined in the AEdCC Financial Code and RCW 28B.15.045. The AEdCC Executive Board is responsible for determining fee levels within the guidelines that the State Legislature and the State Board of Community and Technical Colleges have set. The following fees are submitted for consideration:

The Associated Students recommend to the Board of Trustees fee levels for the following seven fees. The Services and Activities Fee and six local voluntary self-assessed fees. The Services and Activities Fee maximum is set by the State Board for Community and Technical Colleges and the six local voluntary self-assessed fees are set by the Associated Students Executive Board. The State Legislature has given authority to each college to determine local fees. All fees are unchanged for 2015-16.

**Current AEdCC Fees**

Services and Activities (S&A) Fee

The Services and Activities Fee is included as part of tuition a student pays.

S&A Fee 2014-2015	\$10.58/credit (credits 1-10)	\$6.15/credit (credits 11-18)
S&A Fee 2015-2016	\$10.58/credit (credits 1-10)	\$6.15/credit (credits 11-18)

Student Center Maintenance and Operation (M&O) Fee

The Associated Students took action to assess themselves a Student Center M&O Fee. The fee was instituted in 2005-06 to support a dedicated fund for the M&O of the student center. Currently, the State does not automatically fund M&O of buildings constructed with Certificates of Participation (COP). This fee ensures a dedicated revenue source toward the operation of the student center.

Student Center M&O Fee 2014-2015	\$ .37/credit
Student Center M&O Fee 2015-2016	\$ .37/credit

Assessment Fee

The Associated Students took action to assess themselves a fee to fund Brier Triton Student Center and subsidize the bus pass program with Community Transit.

Assessment Fee 2014-2015	\$5.50/credit
Assessment Fee 2015-2016	\$5.50/credit

Technology Fee

The Associated Students took action to assess themselves a Technology Fee. It is used to fund staff positions to support the operation of the open computer labs and fund technology related projects through the Technology Investment Management Committee (TIMC).

Technology Fee 2014-2015	\$2.40/credit
Technology Fee 2015-2016	\$2.40/credit

Sustainability Fee

The Associated Students took action to assess themselves a Sustainability Fee. This fee began in fall quarter 2011 to provide dedicated funding to enhance sustainability on campus. The fee provides funding for the Campus Green Fund; funds student positions known as “Green Team,” and purchase supplies to educate the campus community about sustainability practices.

Sustainability Fee 2014-2015	\$ .50/credit
Sustainability Fee 2015-2016	\$ .50/credit

Athletic Field Fee

The Associated Students took action to assess themselves an Athletic Field Fee. This fee began in summer quarter 2010 to support the construction of Triton Field. This fee is designed to be temporary in that it supports the capital construction loan repayment and will end once the project is paid for.

Athletic Field Fee 2014-2015	\$1.50/credit
Athletic Field Fee 2015-2016	\$1.50/credit

Bus Pass User Fee

The Associated Students took action to assess students who want a bus pass a quarterly fee. This user fee began in summer quarter 2010 to help subsidize the bus contract with Community Transit. Contract costs require that all students who use this service pay a small fee to receive free local bus service

Buss Pass User Fee 2014-2015	\$15.00/quarter
Buss Pass User Fee 2015-2016	\$15.00/quarter

**Recommendation**

The Board of Trustees approval of the proposed FY 2015-16 ASEdCC Services and Activities Fee, Student Center M&O Fee, Assessment Fee, Technology Fee, Sustainability Fee, Athletic Field Fee, Bus Pass User Fee and as submitted at the June 11, 2015 Board of Trustees meeting.



# Board of Trustees

Washington Community College District 23

## Resolution No. 15-6-1

*ASEdCC*

### *S & A and SELF-ASSESSED FEE RATES FY 2015-16*

**WHEREAS**, the Washington State Legislature set the tuition and fee rates for Fiscal Year (FY) 2015-16, and

**WHEREAS**, the Board of Trustees of Community College District 23, possesses the authority to set the Services and Activities Fee (S&A Fee) portion of the tuition and fee rate for FY 2015-16, and

**WHEREAS**, the ASEdCC Executive Board has approved the following fees for FY 2015-16:

- |  |                     |
|--|---------------------|
| • S&A Fee for credits 1-10                     | \$10.58 per credit  |
| and for credits 11-18                          | \$6.15 per credit   |
| • Technology Fee                               | \$2.40 per credit   |
| • Assessment Fee                               | \$5.50 per credit   |
| • Student Center Maintenance and Operation Fee | \$0.37 per credit   |
| • Athletic Field Fee                           | \$1.50 per credit   |
| • Bus Pass User Fee                            | \$15.00 per quarter |
| • Sustainability Fee                           | \$0.50 per credit   |

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Edmonds Community College approves the proposed FY 2015-16 S & A Fee, Assessment Fee, Technology Fee, Student Center Maintenance and Operation Fee, Athletic Field Fee, Bus Pass User Fee and Sustainability Fee.

\_\_\_\_\_  
Ms. Emily Yim, Chair

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

**ATTEST:**

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



## **Background**

### ***FISCAL YEAR 2015-16 ASEDCC BUDGET***

#### **Subject**

Proposed ASEdCC Services and Activities Fee Budget for (FY) 2015-16.

#### **Background**

The ASEdCC budget development process is outlined in the ASEdCC Financial Code and RCW 28B.15.045. The ASEdCC Services and Activities Fee Committee has balanced the proposed budget following the process, timeline and guidelines contained in the ASEdCC Financial Code.

The following budget is submitted for consideration:

2015-16 Projected Revenue = **\$1,648,897**

Increased funding emphasis for the 2015-16 academic year for the following programs:

- Funding for Childcare increases 9%  
Increased funding to cover potential state mandated cost of living increases and increased operational costs.
- Funding for Student Technology Advice and Resource Team increases 11%  
Increased funding for student staff wages.
- Funding for Diversity Student Center (DSC) increases 20%  
Increased funding for staff training and funding more students to attend the Students of Color Conference.
- Funding for Clubs increases 26%  
Increased funding to provide additional club chartering funding.
- Funding for Music Scholarship increases 37%  
Increased funding to provide more opportunities to participate in co-curricular music groups.
- Funding for Art Gallery increases 81%  
Increased funding to cover additional Art Gallery exhibits and programs.

#### **New Programs Funded**

- 1) Instructional Related Project Grant
- 2) Triton Jumpstart Orientation

#### **Recommendation**

The Board of Trustees approval of the proposed FY 2015-16 Services and Activities Fee budget at the June 11, 2015 Board of Trustees meeting.



## Board of Trustees

Washington Community College District 23

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### Resolution No. 15-6-2

#### *2015-16 ASEdCC SERVICES AND ACTIVITIES FEE BUDGET*

**WHEREAS**, the ASEdCC Services and Activities Fee Budget Committee has developed the proposed ASEdCC Services and Activities Fee Fiscal Year (FY) 2015-16 Budget, and

**WHEREAS**, the ASEdCC Executive Board has approved the budget based on the projected services and activities fee revenue for FY 2015-16 as estimated by the Business Office, and as stipulated in the ASEdCC Financial Code, and

**WHEREAS**, the College administration has reviewed and approved FY 2015-16 ASEdCC Services and Activities Fee Budget,

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Edmonds Community College approves the FY 2015-16 ASEdCC Services and Activities Fee Budget.

\_\_\_\_\_  
Ms. Emily Yim, Chair

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

**ATTEST:**

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



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Washington Community College District 23

## Background

### *2015-16 College Operating Budget*

#### **Subject**

First consideration of the 2015-16 College Operating Budget.

#### **Background**

The current legislative session is still under way, heading into special session(s) to continue working toward a final compromise budget. Early indications suggest there will be no tuition increase this year and so far, I see no *major* changes to the operating budget allocation. However, there are still bills in play that could have some impact, for good or bad, and until this is fully played out we will not have solid numbers with which to work.

With so many moving pieces still unresolved, we can only create a preliminary budget based on the information we already have and make some assumptions about possible legislative budget decisions yet to be made.

Because of this uncertainty, the numbers we have at this point are subject to further change between now and June 2015.

Enrollment has continued to decline this past year, when compared to the prior year, and our College is now just below our allocation targets. This does not have an immediate effect on our state allocation, but is a trend we are monitoring and addressing through a strategic enrollment management committee who is developing our college outreach plan. Fortunately, strong enrollment in International Programs and in Grants and Contract revenue, combined with conservative budgeting of projected revenue, have compensated for reduced tuition and excess enrollment revenue. Consequently, while the specific mix of these other revenue sources budgeted for this next year will shift a bit, we still feel confident that Other Revenue in Support of the Operating Budget remains solid. This has been, and continues to be, a significant competitive advantage for our college.

The budget actions that the College has taken in the last several years, combined with continued strong performance from our other revenue sources, have positioned the College to meet this year's budgeting challenge, based on what we know so far. The College will budget as much revenue from tuition, grants and contracts, and international shared funding as appears to be reliably sustainable, while conservatively modeling enrollment projections to include a further possible 3-5% decline this next year.

Upon completion of the current legislative budgeting process, the College will adjust our final 2015-16 budget proposal as necessary for presentation, review, and approval at the June Board of Trustees meeting.





**Board of Trustees**

Washington Community College District 23

**Resolution No. 15-6-3**

***2015-2016 COLLEGE OPERATING BUDGET***

WHEREAS, the current legislative session is heading into special session(s) and will continue working toward a final budget, and

WHEREAS, until the state budget is finalized we will not have solid numbers with which to work, and

WHEREAS, with this uncertainty, the College can only create a preliminary budget, based on current information, and make some assumptions about possible legislative budget decisions , therefore, the numbers we have at this point are subject to further change between now and June 2015, and

WHEREAS, the budget actions the College has taken in the last several years, combined with continued strong performance from our other revenue sources, have positioned the College to meet this year’s budgeting challenge. The college will budget as much revenue from tuition, grants and contracts, and international shared funding as is reliably sustainable, while conservatively modeling enrollment projections to include a possible 3-5% decline this next year, and

WHEREAS, upon completion of the current legislative budget process, the College will adjust the final 2015-16 budget proposal as necessary for presentation, review, and approval at the June Board of Trustees meeting,

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approves the 2015-2016 operating budget for Edmonds Community College, as presented, and directs the College staff to make such adjustments as necessary to maintain a balanced budget.

\_\_\_\_\_  
Ms. Emily Yim, Chair

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

ATTEST:

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

## Background

### *2015-2016 International Contract Program*

**Subject**

Consideration of the 2015-2016 International Contract Program

**Background**

In September 2007, SBCTC gave the Colleges guidelines on how to continue or terminate the international contract program. This resulted from requests made by several colleges intending to convert their international contract enrollments to state supported enrollments. The basis for these guidelines is provided by RCW 28B.50.140 (17) and WAC 131-32-020(1) that delineates a “shared funding” concept for colleges who opted to continue with the international contract program. Other existing provisions of State Board policy (Sections 4.70.30 and 5.90.50) for International Contract programs remain unchanged. Thus, Colleges who continue its International Contract program were required to:

1. Contract with third party that has been approved by the State Board staff and as to form by the college’s AAG and include the following.
  - a. Substantive action on the part of the contractor
  - b. Estimated number of students to be served and the fees to be charged
  - c. Budget demonstrating revenues from the program will cover the full cost of instruction including both direct and indirect costs
2. District board had to adopt a resolution stipulating that the International Contract program would be supporting additional courses that would otherwise not be offered within current state funding levels.
3. By July 1, 2008, each college seeking to continue an International Contract program had to submit to SBCTC a copy of the proposed contract district board resolution as described in 2 above.

These steps were taken by the board in 2008.

By July 1 of each year beginning in 2009, each college seeking to continue its International Contract program must submit to SBCTC at minimum, documents updating enrollment estimates, revenue projections and program budget estimates as well as a currently approved district board resolution as described in 2 above.

The College has chosen to continue its International Contract program within the “shared funding” model provided by SBCTC; and will continue with its existing contract with the Edmonds Community College Foundation for these services. A draft of the enrollment and budget estimates are available upon request.

**Recommendation**

The staff of Edmonds Community College recommends that the Board of Trustees adopt the resolution approving the 2015-2016 International Contract program at the June 2015 meeting of the Board of Trustees.



**Board of Trustees**

Washington Community College District 23

**Resolution No. 15-6-4**

***2015-2016 INTERNATIONAL CONTRACT PROGRAM***

WHEREAS, the College offers courses and programs for international students as provided by RCW 28B.50.140 (17) and WAC 131-32-020(1), and

WHEREAS, the College contracts its international contract program with the Edmonds Community College Foundation, and

WHEREAS, the contract stipulates the fees and the number of international student enrollment for 2014-2015, and

WHEREAS, the contract has been approved by the State Board for Community and Technical Colleges, and

WHEREAS, the budget for the international contract program covers both direct and indirect costs, and

WHEREAS, the courses and programs covered by these costs could not be offered within the allocation provided by the State to the College,

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approves the 2015-2016 international contract program for District 23, Edmonds Community College.

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

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

ATTEST:

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

## Background

### *APPROVAL OF NEW CURRICULA*

#### **Subject**

Board of Trustees first consideration of the Music and Audio Production Certificate.

#### **Background**

The Music and Audio Production Certificate provides students with professional technical skills in audio recording, sound editing, mixing, critical listening, and sound design as well as musical skills such as arranging, composing, harmony, sight-signing, and performance. Students may also take elective courses to develop other concentrated technical areas, such as computer programming, electrical engineering, or video/media production.

This program ensures that students have experience working with state-of-the-art equipment and be familiar with current trends in the associated industries. This certificate requires a successful completion of a minimum of **41 credits** outlined.

#### **Recommendation**

Board of Trustees approval of the Music and Audio Production Certificate at the June 2015 meeting.

### President's Report June 11, 2015

#### **PRESIDENT JEAN HERNANDEZ EVENT HIGHLIGHTS MAY 20-JUNE 18, 2015**

- I have been actively involved with student events as we come to the close of this academic year. I attended and provided a welcome at each of the following events: Associated Students of EdCC (ASEdCC) Awards Ceremony, PROM Night, TRiO graduation event, and Phi Theta Kappa Induction Ceremony.
- The May 21<sup>st</sup> Fanfare event, hosted by our Foundation, was a great success!! We were pleased to honor Vaughn Sherman with the Cornerstone Award, and recognize John and Meg Rankin, Verdant Community Wellness Center, and David Breed.
- We were honored to receive the Ozzie Greene Leadership Award at the NAACP, Snohomish County Chapter at their Day of Honor for our work with Veterans and the completion of our \$1,000,000 Boots to Books and Beyond Campaign.
- June is a busy month with interviews taking place for two vice president positions. The VP of Workforce Development & Training, and the VP of College Relations, Advancement and Resource Development.
- Several commencement ceremonies will be taking place this month. First, our annual EdCC Commencement will be held on Friday, June 12, at Xfinity Arena. We anticipate several hundred of the more than 2,000 graduates to walk at the ceremonies. This is a very special event where family, friends, and the college community celebrate the great accomplishments of our students. Then the following week I will join some of the Trustees and community members at our four graduation ceremonies that will take place at the Correctional Complex in Monroe.