



**Agenda**  
**Regular Meeting**  
**October 9, 2014**  
**Gateway Hall 352**  
**4:30 p.m.**

- |         |  |   |
|---------|--|---|
| 4:30 PM | A. Call to Order<br>B. Introduction of Guests  | Diana Clay                                  |
| 4:35 PM | C. Public Comments ( <i>two minutes each</i> )   | Diana Clay                                  |
| 4:45 PM | D. Approval of Meeting Minutes: June 12, 2014; August 6-7, 2014<br>Next meeting: Monday, November 3, 2014, 4:30 p.m.   | Diana Clay                                  |
| 4:50 PM | E. Old Business – Action<br>1. Approval of Amendment to President’s Employment Agreement (RN 14-10-1)<br>2. Approval of Revised Foundation Contract (RN 14-10-2) | Diana Clay<br>Dr. Tonya Drake               |
| 5:00 PM | F. New Business – First Consideration<br>1. 2015 Board of Trustees Meeting Schedule  | Diana Clay                                  |
| 5:05 PM | G. Monitoring Reports<br>1. Human Resources Update<br>2. Competency Based Education Update   | Mark Cassidy<br>Susan Loreen                |
| 5:35 PM | H. Board Updates<br>1. Student Representative<br>2. Classified Representative<br>3. Faculty Representative   | Max Chen<br>Patti Pollardo<br>Margaret West |
| 5:45 PM | I. President’s Report  | Dr. Jean Hernandez                          |
| 5:55 PM | J. Foundation Liaison Report   | Diana Clay                                  |
| 6:05 PM | K. Board Discussion<br>1. Election of Board Officers   | Diana Clay                                  |
| 6:30 PM | L. Executive Session   | Emily Yim                                   |
| 6:45 PM | M. 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

### Regular Meeting Minutes June 12, 2014

***DRAFT***

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

**Trustee Absent:** Carl Zapora

**Others Present:** Arlene Anderson, Wayne Anthony, Chris Bell, Mark Cassidy, Girish Chummun, David Cordell, Dr. Tonya Drake, Jackie Gonzalez, Dr. Jean Hernandez, Dr. Luca Lewis, Susan Loreen, Kevin McKay, Patty Michajla, Jim Mulik, Gail Miulli, Marian Paananen, Carol Summers, and student government officers

#### **CALL TO ORDER AND INTRODUCTIONS**

Diana Clay, Board Chair, called the meeting to order at 4:40 p.m., welcomed those present, and asked for self-introductions.

#### **RECOGNITION OF RETIREES**

Several retiring staff and faculty members were recognized, including: Helen Nissani, Clark Silliman, Sandra Cross, Claire Sharpe, Teri Odegard, Ed Van Der Bogert, Diane Van Der Bogert, Marti Baker, Chuck Cox, Esther Ott, Sue Sutherland-Hanson, Nicola Smith, Linda Krouse, Judy Spencer, and Gretchen Johnston.

The retirees were presented with certificates and congratulatory remarks by the Trustees, President Hernandez, and the Vice Presidents.

#### **PUBLIC COMMENTS**

No public comments

#### **APPROVAL OF MINUTES**

Attachment A

Motion: Trustee Van Hollebeke moved and Trustee Jessop seconded the approval of the May 8, 2014, May 21, 2014, and May 29, 2014 meeting minutes.

***Approved***

Trustees Yim and Powers abstained for the approval of the May 21 and May 29 minutes as they were not in attendance.

#### **NEXT MEETING**

Summer retreat: August 6, 12:00 – 5:00 p.m.; August 7, 8:00 a.m. – 5:00 p.m., Gateway Hall 352.

#### **OLD BUSINESS – ACTION**

**Approval of 2014-2015 ASEdCC Student Fees (RN 14-6-1) – Girish Chummun**

Attachment B

Girish Chummun, Student Government Budget Officer, presented the 2014-2015 AEdCC student fees at the May 8 Board meeting. No further discussion.

**Motion:** Trustee Powers moved and Trustee Van Hollebeke seconded the approval of Resolution No. 14-6-1.

Student Trustee Jessop abstained.

*Approved*

**Approval of 2014-2015 AEdCC Budget (RN 14-6-2) – Girish Chummun**

Attachment C

The 2014-2015 AEdCC Budget was presented to the Board at the May 8 Board meeting. The Board noted that the budget was well-presented and that they had no further questions or discussion.

**Motion:** Trustee Yim moved and Trustee Powers seconded the approval of Resolution No. 14-6-2.

Student Trustee Jessop abstained.

*Approved*

**Approval of 2014-2015 College Operating Budget (RN 14-6-3) – Kevin McKay**

Attachment D

The 2014-2015 College operating budget was presented to the Board at the May 8 Board meeting. Trustee Van Hollebeke questioned the College's reliance on the international education program funding source. Vice President Cordell provided an explanation as to why international enrollment can possibly fluctuate.

**Motion:** Trustee Jessop moved and Trustee Van Hollebeke seconded the approval of Resolution No. 14-6-3.

*Approved*

**Approval of International Contract Program (RN 14-6-4) – Marian Paananen**

Attachment E

Marian Paananen presented the International Contract Program information for discussion at the May 8 Board meeting. No further discussion.

**Motion:** Trustee Van Hollebeke moved and Trustee Powers seconded the approval of Resolution No. 14-6-4.

*Approved*

**Approval of Continuing Probationary Status (RN 14-6-5) – Gail Miulli**

Attachment F

Vice President Miulli presented a one-quarter extension of probationary status for Julie Drews Palomino.

**Motion:** Trustee Yim moved and Trustee Van Hollebeke seconded the approval of Resolution No. 14-6-5.

Student Trustee Jessop abstained.

*Approved*

**NEW BUSINESS FIRST CONSIDERATION**

**Consideration of Early Childhood Education Certificate of Specialization, Family Child Care –**

**Gail Miulli**

Attachment G

Vice President Miulli presented the Early Childhood Education Certificate of Specialization, Family Child Care, for first consideration. She provided an explanation about “stackable degrees.”

The Board will be asked to approve the certificate at the August 7 Board meeting.

### **Consideration of Early Childhood Education Certificate of Specialization, School Age Care – Gail Miulli**

Attachment H

Vice President Miulli presented the Early Childhood Education Certificate of Specialization, School Age Care, for first consideration.

The Board will be asked to approve the certificate at the August 7 Board meeting.

### **Consideration of Program Elimination – Gail Miulli**

Attachment I

Vice President Miulli presented seven instructional programs that have had little or no enrollment. She informed the Board that the College is recommending these seven programs be eliminated. No full-time faculty will be affected by the elimination of the programs. All students affected will be provided with assistance. Programs include:

- Business Management Fundamentals Certificate
- Fashion/Retail Merchandizing Certificate
- Business Specialization Associate of Technical Arts Degree
- Lodging Management Certificate
- Computer Game Development Associate of Technical Arts Degree
- Web Development Associate of Technical Arts Degree
- Video Production Associate of Technical Arts Degree

The College is improving the process of monitoring programs with low enrollment. A new database was established last year to provide more current data on programs to assist with this process.

The Board will be asked to approve the program elimination at the August 7 Board meeting.

## **MONITORING REPORT**

### **Strategic Planning Councils Update – Dr. Jean Hernandez and Jim Mulik**

Attachment J

President Hernandez and Jim Mulik provided an update on the status of the work being done on the College’s strategic plan. The College’s Strategic Planning Councils began this past September. President Hernandez explained the five councils that are a cross-representation of staff and faculty with up to 15-25 members. The challenges of forming these new councils were presented as well as how they are moving forward. The Councils consist of:

- Council 1 – Diversity and Community Relations (Chairs: Tonya Drake and Carol Summers)
- Council 2 & 3 (combined) – Educational and Career Opportunities (Chairs: Gail Miulli and Susan Loreen)
- Council 4 – Student Success (Chairs: David Cordell and Christina Castorena)
- Council 5 – Innovation, Service and Lifelong Learning (Chairs: Wayne Anthony and Pat Burnett)
- Resource Allocation and Capacity Council (Chairs: Mark Cassidy and Kevin McKay)

## **STUDY SESSION**

### **Student Code of Conduct – WAC – Dr. Luca Lewis**

Attachment K

Dr. Lewis provided an explanation of the Student Code of Conduct WAC that is currently under revision and will be coming to the Board for approval at a later date. Some highlights of her presentation included:

- On June 4, an open campus forum regarding the Student Code of Conduct WAC was held.
- On June 9, a campus safety forum “If You See Something, Say Something” was held with local law enforcement agencies in attendance. Approximately 70 people attended. The College is taking steps to address community safety.
- Dr. Lewis provided flow charts explaining the student conduct process including the student appeal process.
- The Behavioral Intervention Team (BIT) was implemented last September. They rapidly identify and respond to risk, investigate, and determine appropriate intervention strategies.
- The incident reporting form was also shared.

## **REPORTS**

### **Student Representative – Jackie Gonzalez**

Attachment L

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

No report

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

No report

### **FOUNDATION REPORT – Diana Clay**

- The Foundation will be hiring a temporary accountant until a new accountant is hired. This is due to the upcoming retirement of the current accountant.
- A grants meeting was held this morning. \$25K was budgeted for grants this year. They will need to increase their amount in grants.
- The Finance Committee will meet next week to complete their work on the 2014-2015 budget.

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

Attachment M

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

- As part of the accreditation follow up, Jim Mulik and Dr. Hernandez met with two commissioners and the chair of Northwest Commission on Colleges and Universities (NWCCU) who wanted to know how the College is addressing the part-time faculty issue. Our college’s financial audit will be implemented within the next six months. The State Board has estimated that every college will need to pay approximately \$30-40K for the financial audit. We did receive several favorable comments during the accreditation.
- The State of the College event will be held on June 26. The Trustees were encouraged to attend.
- A DVD of the college highlights was distributed. Trustee Van Hollebeke asked the other board members to view it.
- A report prepared by Human Resources showing the new hire demographic profile was shared.
- Alex Pitsch, Executive Director of Washington Aerospace, spoke at Lynnwood Rotary today and gave Edmonds Community College several compliments.

- Trustee Van Hollebeke requested a discussion at the August retreat on an analysis of our emergency preparedness and response process, including lockdown, communication, counseling, etc. for an emergency/tragedy.

**BOARD DISCUSSION – Diana Clay**

- Trustee Clay reported that a discussion was held at the recent TACTC conference regarding consent agendas. She asked if Edmonds CC might be interested in moving to a consent agenda. It was pointed out that the EdCC Board did use consent agendas for several years in the early 2000s but then decided to discontinue using them.
- Dick recognized John Jessop as the first student trustee at Edmonds Community College. His term will end on June 30, 2014. He was presented with a certificate and gift card as a thank you.
- Due to the lateness of the meeting, the president’s evaluation discussion will be moved to the August retreat.
- The Board reviewed the draft agenda for the August 6-7 retreat.
  - It was decided to invite an elected official to the lunch on August 6.
  - Additional topics were brainstormed and those will be incorporated into a revised draft and shared with the Board.
- The Board discussed which trustees will attend the October 22-25 ACCT Leadership Congress in Chicago. Attending: Trustees Clay, Yim, Zapora and Van Hollebeke.

**EXECUTIVE SESSION**

At 8:50 p.m. the Board entered into executive session for the purpose of discussing real estate. No action was taken.

At 9:32 p.m. the Board entered into regular session for the purpose of adjournment.

**ADJOURNMENT**

The meeting was adjourned by Chair Diana Clay at 9:32 p.m.

ATTACHMENTS AVAILABLE UPON REQUEST

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Diana Clay, Chair

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Date Approved

ATTEST:

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Dr. Jean Hernandez, Secretary

**ATTACHMENT L**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**STUDENT GOVERNMENT**

**June 12, 2014**

- The ASEdCC is happy to announce that, after a long week of interviews and decision-making, the selection committee selected the new Executive Officers for the 2014-2015 academic year. The new officers are:
  - Maria Veronica                      Technology
  - Vy Do                                      Budget
  - Max Chen                                Student Relations
  - Girish Chummun                      Administrative Liaison
  - Erlene Kosasih                        Academics
  - Pam Chaempuing                      Clubs
  - Zamzam Hufane                        Diversity
  - Richard Forrester                      Community Relations
  
- NCORE conference was May 26th- 31st and it was an amazing experience for everyone who had the opportunity to attend. It was a conference full of awareness about many issues related to race and ethnicity that are happening, as well as full of leaders from all around the country.
  
- June 2nd, the Executive Board and Presidents Cabinet had a joint meeting to discuss current issues, and to explore new ways to have better communication between the two boards. As a result of the discussions, the two boards agree to hold regular meetings throughout the upcoming academic year.
  
- The ASEdCC worked hard two weeks ago to lead a Food Drive benefiting the EdCC Center for Families. As a result of these events, a number of families received help in moments of need. Notwithstanding after realizing the impact that the Food Drive had, the board plans to continue this event next year to continue benefiting EdCC families.

- The board attended the grand opening of the Cultural kitchen placed in the EdCC community garden. This is an amazing project where a number of departments worked together to create a cultural kitchen on our campus. The celebration was an unforgettable experience thanks to the delicious healthy food, and all the staff, faculty, and students that made this possible.
- The Transportation and Facilities Committee met with the Architect again to discuss the diversity center reallocation, as well as to explore the possibilities of a new student union building.
- Campus Green Fund recently presented the final projects that they selected to fund. After going through the projects, the executive board agreed with the Campus Green Fund Committee and approved the projects and the amount of money granted to each one. Equally important, as the committee emphasised, this year there are more projects lead by students than ever before.
- After a year of discussing options, the Executive Board agreed in the best plan for the reallocation of space in Brier building where the Diversity Student Center will gain space and expand some of their services. The next step is to present the plan to PC for approval.
- As the academic year comes to an end, the board is working on a number of position statements that will assure the continuation of a number of projects that the current board worked on during this year. We hope to create that legacy that will allow the future board to keep improving our college without having to start from scratch.
- Lastly, we would like to thank the Board of Trustees for their great support to student government and the college; we are very thankful for their passion to improve Edmonds Community College. Thank you.

Submitted by: Jackie Gonzalez, Community Relations





## Board of Trustees

Washington Community College District 23

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### President's Report June 12, 2014

#### ATTACHMENT M

##### **President Jean Hernandez Event Highlights for May 2014**

I joined Trustees Diana Clay and Dick Van Hollebeke at the TACTC Spring Convention in Yakima, May 15-16. During this meeting, Dick was elected to the nominations committee. Some of the topics covered were charter schools, tenure, Governor's key higher education initiatives, and the election of officers for next year.

The College held a Veteran's Memorial Celebration on May 21. A large number of community members attended and participated in the event. Michael Reagen was the keynote speaker and gave a great talk on why a veteran should "stand up" during Memorial Day ceremonies to honor those who have fallen and cannot be present. The event included a wreath-laying ceremony at the "Boots to Books" monument in the courtyard.

The College hosted the monthly WACTC presidents meeting on our campus, May 29-30. The president's academy focused on capital requests for 2017-2019, with Rep. Hans Dunshee offering his perspective on the next legislative session. The Business Officers from each community and technical college were invited to this academy. During committee sessions, Representatives Ross Hunter and Hans Zeiger, along with Senator David Frocke met with the Legislative and Public Information Committee which I chair and expressed their appreciation and support of the work being done by the community and technical colleges.

I met with Snohomish County Executive John Lovick and Dr. David Beyer to discuss the role of community colleges in Snohomish County; Mr. Lovick's view of the needs of the County; K-12 education, and the Aerospace FTES for expanded enrollments. In addition, we asked County Exec Lovick about the need for training more pilots and using Paine Field airport to conduct such training—he said he would get back to us since he needed to discuss with others at the airport.

I provided a welcome on for the National Aviation Consortium Peer to Peer meeting. This event involves the WATR staff in a Department of Labor grant that we received about 18 months ago to expand the WATR curriculum model across the USA.



## Board of Trustees

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### Retreat & Business Meeting Minutes August 6 & 7, 2014

### ***DRAFT***

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

**Trustee Absent:** Emily Yim

**Others Present:** Arlene Anderson, Chris Bell, Mark Cassidy, Christina Castorena, Dr. Tonya Drake, Dr. Jean Hernandez, Dr. Luca Lewis, Susan Loreen, Kevin McKay, Gail Miulli, Kristin Prasanna, and Bob Drewel (August 6 only)

#### **AUGUST 6, 2014**

#### **CALL TO ORDER AND INTRODUCTIONS**

The August 6, 2014 summer study session of the Edmonds Community College Board of Trustees was called to order by Chair Diana Clay at 12:00 p.m. with a luncheon including invited guest, Mr. Bob Drewel, Interim Chancellor, WSU North Puget Sound. Following lunch, the Board held a study session to receive updates on the following topics:

- Student Services – Vice President Christina Castorena, Dean Luca Lewis, and Interim Dean Chris Bell
- Audited Financial Statements and Accreditation – Vice President Kevin McKay
- Institutional Performance Report – Director Jim Mulik
- International Education – Vice President David Cordell

#### **ADJOURNMENT**

Chair Diana Clay adjourned the study session at 4:30 p.m. The Board then convened at Five Bistro Restaurant in Edmonds for a social and dinner from 5:30-8:30 p.m. where no college business was conducted.

#### **AUGUST 7, 2014**

#### **CALL TO ORDER**

The August 7, 2014 business meeting of the Board of Trustees was called to order at 9:01 a.m. by Chair Diana Clay.

## **OLD BUSINESS – ACTION**

### **Approval of Early Childhood Education Certificate of Specialization, Family Child Care (Resolution No. 14-8-1) – Gail Miulli**

Attachment A

The certificate was presented by Vice President Miulli for first consideration at the June 12, 2014 Board meeting. No further discussion.

(Approval below)

### **Approval of Early Childhood Education Certificate of Specialization, School Age Care (Resolution No. 14-8-2) – Gail Miulli**

Attachment B

The certificate was presented by Vice President Miulli for first consideration at the June 12, 2014 Board meeting. No further discussion.

(Approval below)

### **Approval of Program Elimination (Resolution No. 14-8-3) – Gail Miulli**

Attachment C

Vice President Miulli presented seven instructional programs at the June 12, 2014 Board meeting that have had little or no enrollment and therefore recommend they be eliminated. Programs to be eliminated include:

- Business Management Fundamentals Certificate
- Fashion/Retail Merchandizing Certificate
- Business Specialization Associate of Technical Arts Degree
- Lodging Management Certificate
- Computer Game Development Associate of Technical Arts Degree
- Web Development Associate of Technical Arts Degree
- Video Production Associate of Technical Arts Degree

Trustee Van Hollebeke asked what was being done for students who were currently in the programs to be eliminated. Vice President Miulli replied that they would be contacted by phone and email, offered one-on-one assistance with faculty, and/or transferred to other colleges.

**Motion:** Trustee Van Hollebeke moved and Trustee Zapora seconded the approval of Resolution Numbers 14-8-1, 14-8-2, and 14-8-3.

*Approved*

## **NEW BUSINESS – FIRST CONSIDERATION**

### **Consideration of Student Conduct Code WAC – Christina Castorena**

Attachment D

Vice President Castorena provided an overview of the revisions made to the Student Conduct Code, stating that the Code had not been updated since the 1980's. Board discussion included legalities regarding the current weapons language, and how the Code applies to students when they are off campus.

The draft Code has been discussed at President's Cabinet, Instructional Leadership, and with student government. A campus forum was also held to review the Code. A committee has been meeting and providing ongoing revisions to the document. The next step in the process is to hold an open public hearing during Fall Quarter and, following that, the Student Conduct Code will be brought to the Board in final format for approval.

### **Consideration of Foundation Contract – Dr. Jean Hernandez**

Attachment E

President Hernandez has worked on the Foundation Contract revisions with Foundation Board Chair Ken Chandler. She pointed out some of the necessary revisions that pertain to the status of Foundation staff as Edmonds Community College employees and budget processes and limitations.

Since it has been ten years since the last contract was reviewed, the Trustees agreed that there should be language in the contract to review it more frequently. Assistant Attorney General, Arlene Anderson, said there should be a term clause stating the review schedule to be at least every three years, and a maximum of five years.

The Foundation Contract will be brought back to the Board for further consideration and approval at the next meeting.

At 9:55 a.m. the Board recessed for a brief break.

### **STUDY SESSION**

At 10:05 a.m. the Board entered into their study session for the purpose of receiving updates on the following topics:

- Emergency Response – Vice President Kevin McKay
- 50<sup>th</sup> Anniversary of Edmonds Community College – Dr. Jean Hernandez
- Board Self-Assessment – Chair Diana Clay

At 12:30 p.m. the Board recessed for lunch.

### **BUSINESS MEETING – EXECUTIVE SESSION**

Board Chair Diana Clay called the business meeting to order at 1:30 p.m. to enter into Executive Session for the purpose of discussing real estate.

### **OPEN SESSION**

At 1:56 p.m. the Board of Trustees returned to open session to take action on a real estate matter.

**Motion:** Trustee Zapora moved and Trustee Van Hollebeke seconded the motion to direct President Hernandez to negotiate the sale and agreement on an unspecified property of Edmonds Community College.

*Approved unanimously*

**Motion:** Trustee Zapora moved and Trustee Van Hollebeke seconded the motion to authorize President Hernandez to negotiate a lease agreement with an unspecified property.

*Approved unanimously*

### **EXECUTIVE SESSION**

At 2:01 p.m. the Board entered into Executive Session for the purpose of discussing labor negotiations and the performance of a public employee.

### **OPEN SESSION**

At 3:07 p.m. the Board of Trustees returned to open session to take action on the performance of a public employee.

**Motion:** Trustee Zapora moved and Trustee Van Hollebeke seconded the motion to approve the President's evaluation and to authorize the Board Chair to amend the President's Employment Agreement to include a revised base annual salary of \$210,000, and a 3% increase in each subsequent year, and to have the contract extended through June 2018. Trustee Powers offered a friendly amendment of "the contract extended through June 2019." Trustees Zapora and Van Hollebeke accepted the friendly amendment.

*Approved unanimously*

**Motion:** Trustee Powers moved and Trustee Van Hollebeke seconded the motion to approve the President's sabbatical for February 2015.

*Approved unanimously*

The Board of Trustees accepted by consensus President Hernandez' 2014-2015 Goals.

### **ADJOURNMENT**

The meeting was adjourned by Chair Diana Clay at 3:30 p.m.

\_\_\_\_\_  
Ms. Diana Clay, Chair

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

ATTEST:

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



## Board of Trustees

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Washington Community College District 23

### Background

#### *Amendment and Approval of The President's Employment Agreement*

#### **Subject**

Approval of amendment to President's employment agreement

#### **Background**

The Board of Trustees sets the working conditions and compensation for the College President. The President has been evaluated in compliance with the current agreement, and the Board Chair recommends increasing the compensation of the President effective beginning August 8, 2014.

#### **Recommendation**

Based upon a review of comparable compensation of other college Presidents and in consideration of the fact that the current salary was established at a time during which the salary freeze had been mandated by the Legislature, increasing the President's salary will assist in retention and reflect the Board's assessment of the President's performance. Staff supports the Board proposal and decision to increase the President's annual salary to \$210,000 effective beginning August 8, 2014.

In addition, the Board of Trustees agreed to extend President Hernandez' contract to June 30, 2019.

On August 7 2014, the Board of Trustees authorized the Chair, Diana Clay, to negotiate an addendum to President Hernandez' employment contract.

**PRESIDENTIAL CONTRACT  
ADDENDUM  
EDMONDS COMMUNITY COLLEGE**

The current Presidential Contract allows for written modification to the terms of the original Presidential Contract, under Section XII, Modification, as follows:

*“The terms and conditions of appointment set forth herein may be amended, modified, or extended by the Board only pursuant to written contract signed by the President and the Board and adopted at a meeting open to the public.”*

Accordingly, the Board of Trustees of Edmonds Community College and President Jean Hernandez, agree to this Addendum to the Presidential Contract to increase the rate of Dr. Hernandez’s annual salary to two hundred ten thousand dollars (\$210,000) effective at the beginning of her work day on August 8, 2014.

In addition, the President’s employment contract will be extended to June 30, 2019.

Approved by the Edmonds Community College Board of Trustees in an open public meeting on August 7, 2014.

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Diana Clay, Chair  
Board of Trustees  
Edmonds Community College

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Dr. Jean Hernandez  
President  
Edmonds Community College



**Board of Trustees**

Washington Community College District 23

**Resolution No. 14-10-1**

***APPROVAL OF AMENDMENT TO  
THE PRESIDENT'S  
EMPLOYMENT AGREEMENT***

*WHEREAS*, the Board of Trustees has conducted the annual review of the President on August 7, 2014 and has expressed satisfaction with her performance, and

*WHEREAS*, the Board of Trustees has considered the value of a competitive salary with an interest in retaining the President, and

*WHEREAS*, the Board of Trustees wishes to amend the President's employment Agreement to reflect an increase in salary to be at the rate of \$210,000 per year, and

*WHEREAS*, the President shall be considered to be working at less than full compensation until the Board executes the amendment that shall implement this decision, and

*WHEREAS*, the effective date of the President's salary increase shall be August 8, 2014, and

*WHEREAS*, the Board wishes to extend the President's employment contract to June 30, 2019,

*NOW THEREFORE BE IT RESOLVED*, that the Edmonds Community College Board of Trustees approves the negotiated and signed employment agreement that has been provided to them under separate cover and directs the administration to implement the new amendment, effective August 8, 2014.

\_\_\_\_\_  
Ms. Diana Clay, Chair

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

ATTEST:

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





## Board of Trustees

Washington Community College District 23

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### Background

#### *AGREEMENT BETWEEN EDMONDS COMMUNITY COLLEGE AND EDMONDS COMMUNITY COLLEGE FOUNDATION*

#### **SUBJECT**

Approval of the Agreement between the Edmonds Community College and Edmonds Community College Foundation.

#### **BACKGROUND**

The Edmonds Community College Foundation was formed by community leaders with a shared interest in helping the College enhance a variety of programs and supporting students beyond the state funded allocations. The Foundation is a charitable nonprofit corporation that was established in 1982.

The Agreement between Edmonds Community College and Edmonds Community College Foundation is reviewed and updated as needed. Minor changes are being proposed to the current 2004 Agreement. The revised Agreement is attached for the Board of Trustees to review and consider for approval.

The Agreement outlines three articles (separate obligations, accounting and auditing, and other agreements). The Edmonds Community College Foundation Board of Directors reviewed and approved the updated Agreement at its summer retreat in July 2014.

#### **RECOMMENDATION**

The Board of Trustees approves the Agreement between Edmonds Community College and Edmonds Community College Foundation as submitted.



## Board of Trustees

Washington Community College District 23

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### Resolution No. 14-10-2

***APPROVAL OF THE AGREEMENT BETWEEN  
THE EDMONDS COMMUNITY COLLEGE AND  
EDMONDS COMMUNITY COLLEGE FOUNDATION***

**WHEREAS**, the Edmonds Community College Foundation was formed by community leaders with a shared interest in helping the College enhance a variety of programs and supporting students beyond the state funded allocations, and

**WHEREAS**, the Foundation is a charitable nonprofit corporation that was established in 1982, and

**WHEREAS**, the Agreement between Edmonds Community College and Edmonds Community College Foundation is reviewed and updated as needed, and

**WHEREAS**, minor changes are being proposed to the current 2004 Agreement and the revised Agreement is attached for the Board of Trustees to review and consider for approval, and

**WHEREAS**, the Edmonds Community College Foundation Board of Directors reviewed and approved the updated Agreement at its summer retreat in July 2014,

**NOW THEREFORE BE IT RESOLVED** that the Edmonds Community College Board of Trustees approves the Agreement between the Edmonds Community College and Edmonds Community College Foundation.

\_\_\_\_\_  
Ms. Diana Clay, Chair

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

ATTEST:

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



## Board of Trustees

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Washington Community College District 23

### Background

#### ***2015 SCHEDULE OF BOARD OF TRUSTEES MEETINGS***

##### **Subject**

To establish and approve the 2015 schedule of Edmonds Community College Board of Trustees meetings.

##### **Background**

In compliance with *RCW 42.30.075*, it is necessary that the Edmonds Community College Board of Trustees adopt a meeting schedule to be kept on file in the Office of the Code Reviser in Olympia.

Regularly scheduled meetings are held on the second Thursday of the month or as established on the 2015 schedule of Board of Trustees meetings. Each meeting date will be confirmed at the previous month's Board meeting. If a date or time other than what is listed on the 2015 meeting schedule is chosen, then the Board will hold a *special* rather than a *regular* meeting. Any change to the schedule will be communicated to the media and the Washington State Code Reviser's Office.

In accordance with *Board Policy B 3.2, Board of Trustees Bylaws, Section 2.1. Meetings*, the Board of Trustees will hold a minimum of six regular meetings and four study sessions during the calendar year.

##### **Recommendation**

The Trustees are asked to review the 2015 schedule of Board of Trustees meeting dates, along with any other personal commitments they have throughout the year. Any conflicts will be presented and discussed at the November 3, 2014, Board of Trustees meeting when approval will be requested.

**February 5, 2015**

**March 12, 2015**

**April 9, 2015**

**May 20, 2015 (Wednesday)**

**June 11, 2015**

**August 6, 2015 – (Retreat)**

**September 10, 2015**

**October 8, 2015**

**November 12, 2015**



## President's Report October 9, 2014

### President Jean Hernandez Event Highlights for July 1 – October 2, 2014

In early August, I was honored to be one of 40 community and technical college presidents from around the USA to be invited to the convening session at the White House on remediation. It was wonderful to hear key leaders in education, like Secretary Arne Duncan, acknowledge our great work and express President Obama's commitment to higher education and the completion agenda. I even got a chance to sit close to and talk to former Secretary of Education Martha Kanter. I was also able to connect with individuals from a number of agencies who were panelists and discuss ways that we might work together.

Our annual Convocation was held on September 15 at the Edmonds Center for the Arts. Board Chair Diana Clay and student Trustee, Girish Chumman, were on hand to represent the Board. College faculty and staff celebrated the kick-off of another exciting academic year.

On September 26, I attended a business roundtable discussion with Congresswoman Suzan DelBene sponsored by the WSU Everett University Center. The purpose of the Congresswoman's visit was to meet regional stakeholders, academic partners, and the University Center leadership. They discussed the growth of the Center in providing STEM-based degrees and the great partnerships already working with community stakeholders to provide higher education degrees that align with real job needs in the area. Because of the community engagement and the collaboration between the academic institutions and the public and private sectors in the North Puget Sound region, there is a unified effort to identify the workforce needs and find the educational solutions to match curriculum and instruction to the skills and knowledge desired by employers.

The Veteran's "Boots to Books and Beyond" fundraising campaign is nearing the end. I have continued in my efforts to meet with our Veterans Campaign Steering Committee, community leaders, and university partners. Trustee Zapora has joined me as a member of the Campaign Steering Committee on several visits. Currently, we are \$126,000 from reaching our \$1M goal.