



Washington Community College District 23  
Lynnwood, Washington

**Agenda**  
**Special Meeting**  
**November 21, 2013**  
**Snohomish Hall 304**  
**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 Veterans Reception – in recognition and celebration of employees who have served in the armed forces and in celebration of Veterans Day
  
- 4:45 PM A. Call to Order Clay
- B. Introductions Clay
  
- 4:50 PM C. Public Comments Clay
  
- 5:00 PM D. Veterans’ Recognition Szarek
  - 1. Vet Strong
  
- 5:10 PM E. Community Conversation Floten
  - 1. WGU Washington
  
- 5:30 PM F. Approval of Meeting Minutes: October 10, 2013 Clay
  
- G. Next meeting: January 23, 2014, 4:30 p.m.
  
- 5:35 PM H. Old Business – Action Clay
  - 1. Approval of 2014 Board of Trustees Meeting Schedule (RN 13-11-1)
  - 2. Approval of Board Policy Revisions: B 1.1, B 1.2, B 1.3, B 2.1 (RN 13-11-2) Cassidy
  
- 5:50 PM I. New Business – Action Copeland
  - 1. Approval of Early Childhood Education Initial Certificate (RN 13-11-3) Copeland
  - 2. Approval of Early Childhood Education Certificate of Specialization – General (RN 13-11-4) Copeland
  - 3. Approval of Early Childhood Education Certificate of Specialization – Infant/Toddler Care (RN 13-11-5) Copeland
  - 4. Approval of Early Childhood Education Certificate of Specialization – Administration (RN 13-11-6) Copeland

**EDMONDS COMMUNITY COLLEGE  
WASHINGTON COMMUNITY COLLEGE DISTRICT 23  
BOARD OF TRUSTEES – AGENDA  
NOVEMBER 21, 2013  
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- 6:00 PM J. New Business – First Consideration  
1. Consideration of Board Policy Revisions: B 2.3, B 2.4 Cassidy
- 6:15 PM K. Monitoring Reports  
1. Grants Nichols  
2. Workforce Development and Training Loreen  
3. Head Start Update Connolly
- 6:55 PM L. Constituent Reports  
1. Student Gonzalez  
2. Classified Staff Pollardo  
3. Faculty West
- 7:05 PM M. Foundation Report Clay
- 7:10 PM N. President’s Report Hernandez
- 7:20 PM O. Board Policy Review Cassidy  
1. Policy Minor Edits – Informational – B 2.2, B 2.5  
2. First Review – B 2.7, B 2.8, B 2.9, B 2.10, B 2.11
- 8:00 PM P. Board Discussion Clay  
1. Board Draft 2013-14 Goals  
2. Agenda items for January 23<sup>rd</sup> Study Session
- 8:30 PM Q. Adjournment Clay
- Quarterly Conversation Clay

**Upcoming Events/Meetings**

December 3 – Campus Holiday Party – 3:30–5:00p.m., Woodway 202  
December 20 – Board Holiday Dinner at Clay/Kerr residence  
January 19-20 – TACTC Winter Conference, Olympia  
January 20 – Legislative Reception, Olympia  
January 23 – Board of Trustees Study Session  
February 10-13 – ACCT National Legislative Summit, Washington DC  
February 18 – Board of Trustees Meeting  
February 22 – Foundation Gala Auction

*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

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Washington Community College District 23

**Regular Meeting  
Minutes  
October 10, 2013**

***DRAFT***

Trustees Present: Diana Clay, John Jessop, Quentin Powers, Dick Van Hollebeke, and Emily Yim  
Others Present: Linda Carlson, Rob Cassidy, Mark Cassidy, David Cordell, Chuck Cox, Dr. Tonya Drake, Nancy Garland, Jackie Gonzalez, Faimous Harrison, Dr. Jean Hernandez, Chris Jenkins, Kay Latimer, Suzanne Meslans, Patty Michajla, Gail Miulli, Suzanne Moreau, Patti Pollardo, Nicola Smith, Elizabeth Treadgold, Kelly Roberts Weibel, Margaret West

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

Diana Clay, Board Chair, called the October 10, 2013 regular meeting to order at 4:34p.m., welcomed those present, and asked for self-introductions.

### **PUBLIC COMMENTS**

No public comments

### **SIGNING CEREMONEY**

A public signing ceremony of the EdCC Federation of Teachers' Negotiated Agreement took place involving the negotiating team members, President Hernandez, and Board Chair Diana Clay. The Board of Trustees previously approved the Agreement at the June 13, 2013 board meeting.

### **STUDY SESSION**

#### **Central Washington University – Certificates and Degrees at Edmonds CC University Center– Faimous Harrison, CWU Regional Director**

Attachment A

Faimous Harrison presented an update on certificates, degrees and opportunities for partnerships involving Central Washington University and Edmonds CC. Discussion included: Adding four-year degrees and certificates by CWU throughout the state; AAS-T degrees; aerospace brainstorming; promoting current programs, marketing and expanding opportunities; past EdCC retention and graduation rates; supporting existing academic programs and degrees on the Lynnwood campus; recently added new programs offered at EdCC-University Center; applied baccalaureate degrees; dual admission process.

Next steps: Mr. Harrison will begin conversations with the main CWU campus regarding degrees and certificates, and will also work with Vice President Carol Summers on joint marketing efforts. CWU will focus on partnerships, advising, and increased efforts to reach out to EdCC students.

### **APPROVAL OF MINUTES**

Attachment B

Motion: Trustee Powers moved and Trustee Yim seconded the approval of the September 12, 2013 meeting minutes.

***Approved***

## **NEXT MEETING**

November 21, 4:30 p.m., Snohomish Hall 304.

## **NEW BUSINESS FIRST CONSIDERATION**

### **Consideration of 2014 Board of Trustees Meeting Schedule**

Attachment C

The schedule of 2014 Board of Trustees meetings was presented for first consideration. It was decided to move the August study session to earlier in the month. Approval of the 2014 meeting schedule will take place on November 21.

### **Consideration of Board Policy Revisions**

Attachment D

Vice President Cassidy presented the recent revisions to Board Policies B 1.1, B 1.2, B 1.3, and B 1.4 resulting from last month's discussion for the Board's consideration of approval. The policies will be edited further per discussion and will be presented for approval on November 21. Since B 1.1 and B 1.2 will now be combined under B 1.1, B 1.3 will become B 1.2, and B 1.4 will become B 1.3. This will keep the policies numbered in sequential order.

## **BOARD UPDATES**

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

Attachment E

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

Attachment F

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

Attachment G

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

Attachment H

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

- Student Chester Curtis who is a veteran was interviewed by Google, in honor of Veteran's Day which is approaching.
- Dr. Hernandez was asked by Western Governors University to participate on a STEM panel in Atlanta, Georgia later this month. In addition, she has been asked to participate on another panel in Washington DC regarding Competency Based Education on November 18.
- Today is National Coming Out day.
- The campus recently offered flu shots for staff and students.
- The Math and Science Division will now be called the STEM Division.
- The current board budget was distributed.

## **FOUNDATION REPORT – Diana Clay**

The recent Foundation golf tournament was successful. The Foundation is focusing on the February 22<sup>nd</sup> Auction Gala, and also working on the Veteran's \$1M campaign.

## **BOARD POLICY REVIEW – Mark Cassidy**

Attachment I

Vice President Cassidy reviewed the section of board policies as listed in the annual review schedule. Policies discussed included: B 2.2, B 2.3, B 2.4, B 2.5, and B 2.6

Discussion included:

- **B 2.2** – Minor language revisions will not change the policy intent and not require board approval.
- **B 2.3** – Several language revisions will require board approval.
- **B 2.4** – The Board is required to name a designated treasurer. It was suggested to appoint the Vice President of Finance and Operations in this role. The policy will be amended to add this language. The treasurer will also be asked to provide a quarterly report to the board on the college's operating budget.
- **B 2.5** – Trustee Powers suggested combining B 2.4 and B 2.5 as they both address college finances. This combined policy – to be called B 2.4 – will require board approval due to the significant revisions.
- **B 2.6** – No language changes. The number will be changed from B 2.6 to B 2.5 due to the combining of B 2.4 and B 2.5, thus keeping it in sequential order in the series. No board approval will be required.

It was stated that any minor language or numbering changes will not be brought back to the board for approval but only as informational to explain those revisions.

### **BOARD DISCUSSION – Quentin Powers**

#### **Association of Community College Trustees (ACCT) National Congress Debrief**

Trustee Van Hollebeke shared information from the recent combined TACTC fall conference and National ACCT Leadership Congress in Seattle. As part of the discussion, he suggested scheduling a special brainstorming study session for in-depth discussion on new programs that the college may want to consider offering. It was decided to meet on January 23 for the study session and add a regular board meeting on February 18.

#### **Transforming Lives Awards Nomination Process**

Trustee Clay is serving on the TACTC Transforming Lives Award committee. The board would like to be involved in the selection process of the EdCC student nominee. It was decided that they would review the top nominations that will be solicited from college staff and faculty. The nomination list will be sent to the board the first week of November for their selection.

#### **Professional Leave Report**

Attachment J

Interim Executive Vice President of Instruction, Gail Miulli, provided a report of the professional leave experience by instructor Jan Peterson.

#### **Revised Presidential Performance Evaluation Form – Dr. Jean Hernandez**

Attachment K

The board discussed the revised presidential performance evaluation form. It was decided to add boxes for each trustee's score with their initials added for identification purposes. An additional box will be included on each line for the average score.

#### **President's 2013-2014 Goals – Dr. Jean Hernandez**

Attachment L

Dr. Hernandez presented her final 2013-2014 goals. Following discussion, the board suggested having Beth Nichols, Director of Grants, provide a report to the board on an annual basis. She will be asked to attend an upcoming board meeting to provide an update on recent grants received by the college or still in process.

**Legislative Visits – Dr. Jean Hernandez**

Meetings are being scheduled with local legislators for informational conversations about the college. One or two trustees will join President Hernandez at each of the meetings.

**Discussion about Engineering Degrees Involving Higher Education Institutions**

The board discussed opportunities for partnering with higher education institutions for offering 4-year degrees. Neighboring colleges may be contacted to possibly partner. Trustee Yim would like to involve the K-12 superintendents in the conversation. It was decided to hold a study session on January 23 for more in-depth discussion on this topic.

**ADJOURNMENT**

The meeting was adjourned by Chair Diana Clay at 7:49 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 E**  
**BOARD OF TRUSTEES**  
**Monthly Meeting Report**  
**WPEA/UFCW LOCAL 365**

**October 10, 2013**

- There hasn't been a lot going on lately. When there was no budget, our members worked tirelessly contacting legislators asking them to support our bills that affected state employees and higher education. No budget will ever be approved that goes 100% our way, but it was finally good to have them approve one.
- We understand that the revenue forecast looks good over the next two years. Hopefully that will continue so there won't be any additional cuts to education. Perhaps it may even improve enough to enable state employees to see the 1% raise that is included as an addendum to our current contract.
- After more than a year of stalled negotiations, the Health Care Coalition (made up of state employee unions) has finally reached a tentative agreement with the State on a new health care contract for 2014-2015. Although there have been some additional charges added in some areas, the 85/15 premium split remains intact (for now at least!).

What is new with this contract is the addition of creating a wellness incentive program. It requires management to work with the union coalition in creating the program. We are all hoping working together in this endeavor will result in a very good and worthwhile program everyone will benefit from.

- The tentative health care contract will go out to all WPEA members for ratification on 10/21/2013 with a return date to our Olympia headquarters of 11/15/2013. Before we know it, however, it will be time to head back to the bargaining table to negotiate the next health care contract!

Respectfully submitted by: Patti Pollardo, WPEA Chief Shop Steward  
Edmonds Community College Bargaining Unit

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

**October 10, 2013**

It's a relief to have a signed contract. It's even better that already it seems we are going to have to change Appendix A, the faculty salary schedule, because of the money that the Legislature has allocated to the colleges for partial compensation for the cuts over the last 5 years.

Faculty representatives and Administration have had a cordial initial meeting and will meet again shortly.

The Contract Administration Committee (CAC) met yesterday for the first time this academic year. It was probably the influence of the new members – Gail Miulli, Suzanne Moreau, and Kay Latimer, but that meeting also was very productive.

In sum, we are off to a good start to the year.

Thank you.

Margaret West  
President  
Local 4254  
Edmonds Community College Federation of Teachers



**ATTACHMENT G  
BOARD OF TRUSTEES**

**Monthly Meeting Report**

**STUDENT GOVERNMENT**

**October 10, 2013**

- Executive Board members attended the welcome back booth with the purpose of engaging with student, inform them about different events and resources, as well as guiding those with problems finding places around campus.
- Hosted the Textbook Exchange Fair successfully organized by Gloria Felicia the executive officer for Academics. The event was very successful with a total of 466 books for students to buy at an affordable price.
- On the second Thursday of school we also helped with the welcome back BBQ. At the event the board had the opportunity to have a Rock the Vote table, a fun yet informative table full of prizes to invite anyone on campus to register to vote.
- The board had their first official Work session and Executive Board meeting.
- During our first Executive Board meeting the board gladly allocated money to the MLK event lead by Dr. Drake for next January. We are sure this event will be extremely beneficial for our students
- As these events took place, the board have been working on becoming informed on issues such as Tobacco -free campus and Parking fee possibilities
- The board organized a one- day trip to Central Washington University tomorrow and will have a chance to experience new perspectives from leaders on their campus.
- The executives are finalizing a thoughtful list of goals and strategies that will guide the board throughout the year to achieve success. We are really looking forward to serve our school in any way possible.

Submitted by: Jacqueline Gonzalez, Executive Officer for Community Relations



## Board of Trustees

Washington Community College District 23

President's Report  
October 10, 2013

### ATTACHMENT H

#### **President Jean Hernandez Activity Report: September 13 – October 4, 2013**

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

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

I attended a Latino leadership fundraising event and gave a brief presentation on the inception of the Latino Leadership Institute. I provided a welcome for a group of South African students who were visiting campus for two weeks. I continue to be involved in efforts involving the veterans campaign.

##### **Provide educational opportunities**

I continue to be involved with the accreditation team as we prepare for the upcoming visit in spring 2014. The Five Star Consortium presidents met during the recent WACTC presidents' meeting and I have agreed to serve as chair for this year. I joined the trustees in attending the Association of Community College Trustees National Leadership Congress in Seattle.

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

I attended the joint aerospace presidents and aerospace pipeline committee meeting. I also attended the Governor's Aerospace Summit's reception hosted by higher education institutions, including Edmonds CC, and was joined by Trustees Van Hollebeke and Jessop.

##### **Support student success**

I held the Convocation event as the college kicked off fall quarter for faculty and staff.

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

I attended the annual Foundation golf tournament and dinner fundraising event. I am involved with area health providers in producing a "healthy living" cable TV segment. I continue to meet with college donors and participate on several local boards. I attended the Spirit of Snohomish County breakfast sponsored by the United Way of Snohomish County. Since June 2013, I have learned to twitter and did my largest volume of tweeting in the last three weeks.



## Board of Trustees

Washington Community College District 23

## Background

### ***2014 SCHEDULE OF BOARD OF TRUSTEES MEETINGS***

#### **Subject**

To establish and approve the 2014 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 2014 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 2014 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 2014 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 21, 2013, Board of Trustees meeting when approval will be requested.

**January 23, 2014**  
**February 18, 2014**  
**March 13, 2014**  
**April 10, 2014**  
**May 8, 2014**  
**June 12, 2014**  
**August 6 & 7, 2014**  
**September 11, 2014**  
**October 9, 2014**  
**November 13, 2014**



# Board of Trustees

Washington Community College District 23

## Resolution No. 13-11-1

### 2014 Schedule of Board of Trustees Meetings

**WHEREAS**, 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, and

**WHEREAS**, in accordance with Board *Policy B 3.2, Board of Trustees Bylaws, Section 2.1, Meetings*, the Board will hold a minimum of six regular or special meetings during the calendar year. Additional regular or special meetings may be held when requested by the Chairperson of the Board or by a majority of the Trustees, and

**WHEREAS**, the Board of Trustees has determined that four special study sessions will be held during each calendar year where no action will be taken;

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Edmonds Community College adopts the following schedule for its 2014 meetings, and directs the President or designee to file this schedule in the Washington State Code Reviser’s Office.

#### 2014 Edmonds Community College Board of Trustees Meeting Schedule

January 23	Thursday	4:30 p.m.	Study Session
February 18	Tuesday	4:30 p.m.	Regular Meeting
March 13	Thursday	4:30 p.m.	Regular Meeting
April 10	Thursday	4:30 p.m.	Study Session & Regular Meeting
May 8	Thursday	4:30 p.m.	Regular Meeting
June 12	Thursday	4:30 p.m.	Regular Meeting
July – <b>NO MEETING</b>			
August 6-7	Wednesday/Thursday	8:00 a.m.	Summer Study Session
September 11	Thursday	4:30 p.m.	Regular Meeting
October 9	Thursday	4:30 p.m.	Study Session
November 13	Thursday	4:30 p.m.	Regular Meeting
December – <b>NO MEETING</b>			

\_\_\_\_\_  
Diana Clay, Chair

ATTEST:

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

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



## Board of Trustees

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Washington Community College District 23

### Background

#### *AMENDMENTS TO SELECTED BOARD POLICIES*

#### **Subject**

Consideration and approval of amendments to Board Policies B 1.1, B 1.2, B 1.3, and B 2.1.

#### **Background**

The Board of Trustees is reviewing all Board Policies on an annual basis in an effort to ensure they are aligned with the language requirements of accreditation and reflect current practices. The following policies were discussed at the September 12, 2013 meeting, reviewed for first consideration and recommended changes at the October 10, 2013 meeting, and ready for final action at the November 21, 2013 meeting under the following new numbers and/or titles:

- B 1.1 – Mission Statement, Vision Statement, Core Themes, Strategic Objectives, and Values
- B 1.2 – Monitoring and Planning
- B 1.3 – Academic Freedom Policy
- B 2.1 – General Executive Expectations

As a result of these reviews, the appropriate changes have been made to align these Board Policies with the language requirements of accreditation and to better reflect the recent work completed on the College's Mission Statement, Vision Statement, Core Themes, Strategic Objectives, and Values, as well as the Strategic Plan and SIMPLE Plan.

Copies of the final drafts of these policies are provided with this background statement.

#### **Recommendation**

The staff of Edmonds Community College recommends the Board approve the amendments made to Board Policies B 1.1, B 1.2, B 1.3, and B 2.1 at the November 21, 2013 meeting.



## Board of Trustees

Washington Community College District 23

### Resolution No. 13-11-2

#### *Amendments to Board Policies B 1.1, B 1.2, B 1.3, and B 2.1*

WHEREAS, the Board of Trustees is reviewing all Board Policies on an annual basis in an effort to ensure they are aligned with the language requirements of accreditation and reflect current practices, and

WHEREAS, the Board has discussed and reviewed proposed amendments to Board Policies B 1.1, B 1.2, B 1.3 and B 2.1 presented for review at the September 12, 2013 meeting and first consideration at the October 10, 2013 meeting, and

WHEREAS, the appropriate changes have been made to each of the four Board Policies to reflect the changes requested by the Board as a result of the discussions during prior meetings,

NOW THEREFORE BE IT RESOLVED, that the Edmonds Community College Board of Trustees approves the amendments to Board Policies B 1.1, B 1.2, B 1.3 and B 2.1 as presented.

\_\_\_\_\_  
Diana Clay, Chair

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

**ATTEST:**

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



## Board of Trustees

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Washington Community College District 23

### Background

#### APPROVAL OF NEW CURRICULA

##### **Subject**

Board of Trustees consideration and approval of the Early Childhood Education Initial Certificate.

##### **Background**

The Early Childhood Education Department has the ECE Initial Certificate available as a stackable certificate. The 12 credit coursework taken to complete the ECE Initial Certificate can be combined with a Certificate of Specialization (8 additional credits) for a total of 20 credits. These credits apply toward the ECE State Certificate (47 credits), an ECE Intermediate Certificate (57 credits), an ECE ATA Degree (90 credits) and an ECE AAS-T Degree (90 credits). The ECE State Certificate program is designed to provide the core learning necessary for preparing students for entry level career positions in early childhood (birth to eight years) settings and for providing the opportunity to continue their professional academic education.

This Initial Certificate requires successful completion of a minimum of 12 credits. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses.

##### **Recommendation**

Board of Trustees approval of the Early Childhood Education Initial Certificate at the November 21, 2013 meeting.



## Board of Trustees

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Washington Community College District 23

### Resolution No. 13-11-3

#### *APPROVAL OF NEW CURRICULA*

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

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Early Childhood Education Initial Certificate,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Early Childhood Education Initial Certificate.

\_\_\_\_\_  
Diana Clay, Chair

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

ATTEST:

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





## Board of Trustees

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Washington Community College District 23

### Background

#### APPROVAL OF NEW CURRICULA

##### **Subject**

Board of Trustees consideration and approval of the Early Childhood Education Certificate of Specialization-General.

##### **Background**

The Early Childhood Education Department has the ECE Initial Certificate available as a stackable certificate. This stackable certificate allows for a 20 credit short Certificate of Specialization-General that combines the 12 credits of the ECE Initial Certificate and 8 credits of specialization in selected courses. This applies toward the ECE State Certificate (47 credits), an ECE Intermediate Certificate (57 credits), an ECE ATA Degree (90 credits) and an ECE AAS-T Degree (90 credits). The ECE State Certificate program is designed to provide the core learning necessary for preparing students for entry level career positions in early childhood (birth to eight years) settings and for providing the opportunity to continue their professional academic education.

This Certificate of Specialization-General requires successful completion of a minimum of 20 credits. A minimum of 30 credits or one-third of the required credits, whichever is less, must have been received from Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses.

##### **Recommendation**

Board of Trustees approval of the Early Childhood Education Certificate of Specialization-General at the November 21, 2013 meeting.



## Board of Trustees

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Washington Community College District 23

## Resolution No. 13-11-4

### *APPROVAL OF NEW CURRICULA*

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

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Early Childhood Education Certificate of Specialization-General,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Early Childhood Education Certificate of Specialization-General.

\_\_\_\_\_  
Diana Clay, Chair

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

ATTEST:

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



## Board of Trustees

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Washington Community College District 23

### Background

#### APPROVAL OF NEW CURRICULA

##### **Subject**

Board of Trustees consideration and approval of the Early Childhood Education Certificate of Specialization-Infant/Toddler Care.

##### **Background**

The Early Childhood Education Department has the ECE Initial Certificate available as a stackable certificate. This stackable certificate allows for a 20 credit short Certificate of Specialization – Infant/Toddler Care that combines the 12 credits of the ECE Initial Certificate and 8 credits of specialization in selected courses. This applies toward the ECE State Certificate (47 credits), an ECE Intermediate Certificate (57 credits), an ECE ATA Degree (90 credits) and an ECE AAS-T Degree (90 credits). The ECE State Certificate program is designed to provide the core learning necessary for preparing students for entry level career positions in early childhood (birth to eight years) settings and for providing the opportunity to continue their professional academic education.

This Certificate of Specialization-Infant/Toddler Care requires successful completion of a minimum of 20 credits. A minimum of 30 credits or one-third of the required credits, whichever is less, must have been received from Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses.

##### **Recommendation**

Board of Trustees approval of the Early Childhood Education Certificate of Specialization-Infant/Toddler Care at the November 21, 2013 meeting.



## Board of Trustees

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Washington Community College District 23

## Resolution No. 13-11-5

### *APPROVAL OF NEW CURRICULA*

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

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Early Childhood Education Certificate of Specialization-Infant/Toddler Care,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Early Childhood Education Certificate of Specialization-Infant/Toddler Care.

\_\_\_\_\_  
Diana Clay, Chair

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

ATTEST:

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



## Board of Trustees

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Washington Community College District 23

### Background

#### APPROVAL OF NEW CURRICULA

##### **Subject**

Board of Trustees consideration and approval of the Early Childhood Education Certificate of Specialization-Administration.

##### **Background**

The Early Childhood Education Department has the ECE Initial Certificate available as a stackable certificate. This stackable certificate allows for a 20 credit short Certificate of Specialization-Administration that combines the 12 credits of the ECE Initial Certificate and 8 credits of specialization in selected courses. This applies toward the ECE State Certificate (47 credits), an ECE Intermediate Certificate (57 credits), an ECE ATA Degree (90 credits) and an ECE AAS-T Degree (90 credits). The ECE State Certificate program is designed to provide the core learning necessary for preparing students for entry level career positions in early childhood (birth to eight years) settings and for providing the opportunity to continue their professional academic education.

This Certificate of Specialization-Administration requires successful completion of a minimum of 20 credits. A minimum of 30 credits or one-third of the required credits, whichever is less, must have been received from Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses.

##### **Recommendation**

Board of Trustees approval of the Early Childhood Education Certificate of Specialization-Administration at the November 21, 2013 meeting.



## Board of Trustees

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Washington Community College District 23

## Resolution No. 13-11-6

### *APPROVAL OF NEW CURRICULA*

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

WHEREAS, the new education program has been developed to satisfy industry requirements designated for the Early Childhood Education Certificate of Specialization-Administration,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the granting of the Early Childhood Education Certificate of Specialization-Administration.

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Diana Clay, Chair

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Date Approved

ATTEST:

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Dr. Jean Hernandez, Secretary



## Board of Trustees

Washington Community College District 23

### Background

#### *AMENDMENTS TO SELECTED BOARD POLICIES*

#### **Subject**

Consideration of amendments to Board Policies B 2.3 and B 2.4.

#### **Background**

The Board of Trustees is reviewing all Board Policies on an annual basis in an effort to ensure they are aligned with the language requirements of accreditation and reflect current practices. The following policies were initially reviewed at the October 10, 2013 meeting, and are presented for first consideration at the November 21, 2013 meeting:

B 2.3 – Performance Appraisal and Compensation of the President

B 2.4 – Board Treasurer, Budgeting, and Fiscal Accountability

As a result of the initial discussion, President Hernandez and the Board of Trustees recommended making changes to both policies, including:

- Updating and revising outdated terminology included in B 2.3 and B 2.4 to align with the current language used within accreditation and other related policies.
- Updating B 2.3 to reference the Board of Trustees' approval of an annual monitoring schedule to review all Board policies.
- Updating B 2.3 to reflect the change in the month of the President's annual performance appraisal from May to June.
- Combining the existing B 2.4 (Budgeting) with the existing B 2.5 (Fiscal Accountability) to incorporate Board Treasurer, Budgeting, and Fiscal Accountability into one policy under a new draft of Board Policy B 2.4.

Copies of new drafts of these policies, reflecting the changes cited above, are provided with this background statement for first consideration at the Board's November 21, 2013 meeting.

#### **Recommendation**

The staff of Edmonds Community College recommends the Board approve the amendments made to Board Policies B 2.3 and B 2.4, with final approval to occur at the next scheduled Board meeting on February 18, 2014.



## President's Report

### **President Jean Hernandez Event Highlights for October 11 – November 21, 2013**

The Verdant Health Commission, through the leadership of Carl Zapora, has been working since 2011 to identify health issues, gaps, and opportunities in South Snohomish County, and has been actively investing in quality health and wellness programs in our community. I have been meeting with Carl Zapora and his staff, along with our vice presidents of instruction and workforce and dean of Health and Human Services to discuss perspectives and insights with regard to how we can best serve our community. We are fully committed to partnering with Verdant Health Commission to increase awareness and enhance our current services to our students, employees, and community.

A mock accreditation visit was held on our campus on October 29, and three colleagues from local community and technical colleges reviewed our report, met with employees and students at the college, and provide a critique of how well, in their opinion, Edmonds CC was prepared for our March 2014 Third Year accreditation visit by the Northwest Commission on Colleges and Universities. Overall, they were very positive about our Third Year Report. Areas for us to improve included better attendance of employees at open sessions, clearer understanding of our new Strategic Planning Councils, and more awareness across the college about the accreditation process. Currently, we are discussing next steps in President's Cabinet and will work continue to work with all areas of the college in preparation for the March 2014 visit.

Edmonds CC has a very strong partnership with the City of Edmonds as was noted when the College was invited to participate in a number of activities with our City of Edmonds "Sister City" Hekinan, Japan. College representatives attend the 25<sup>th</sup> Anniversary Cultural Fair with lobby displays, activities and performances held at the Edmonds Center for the Arts. Mayor Earling invited President Hernandez and Trustee Van Hollebeke to attend the Friendship Dinner which he hosted. In addition, a group of approximately 35 delegates from Hekinan visited our college to learn more about our programs and tour the campus. On numerous occasions the Hekinan delegates were told of the great partnership between City of Edmonds and Edmonds CC. This was a great testament to the College community that we are viewed by the City of Edmonds as strong leaders in higher education and international education.

This September we "kicked off" our PACE-IT program (Progressive, Accelerated Certifications for Employment in Information Technology) which is federally funded through a grant from the U.S. Department of Labor. Fifty-one students started the two new certificates: Technology and



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Integration Support and Web Developer, which are both 44 credits and are offered completely online through a competency-based learning model. The grant covers the faculty salaries and other equipment/software needs of the program, so students only pay for books, enrollment fees, and any certification exam fees. It is student-focused, self-paced, and designed for student success. Because Edmonds CC is a leader in the nation on competency based education in community colleges, I have been asked to serve on two presidents panels: (1) the League for Innovation's STEMTech conference in Atlanta, Georgia and (2) the New American Foundation (a national think tank), sponsored jointly with the American Council for Education and the American Association for Community College's policy summit in Washington, DC.

We were proud to host 105 attendees at our Donor Scholarship Breakfast this month. Both donors and students expressed appreciation for being able to meet each other and learn more about the successes of our students through the Foundation's generous financial support. \$160,000 was awarded as scholarships for our students for the 2013-2014 academic year. This is another great example of how we are breaking down financial barriers for our students and supporting them in reaching their educational and personal goals.