



BOARD OF TRUSTEES

Regular Meeting

April 8, 2021 3:30pm

Remote Meeting via Zoom: <https://us02web.zoom.us/j/85208182196>

AGENDA

- | | | |
|--------|---|---|
| 3:30pm | 1. Call to Order | Chair Zapora |
| 3:32pm | 2. Introduction of Guests | Chair Zapora |
| 3:35pm | 3. Public Comment (3 min. each)
To make a public comment, please submit it in writing to publiccomment@edcc.edu no later than Wednesday, April 7, 2021, at 5pm. Written comments should be no more than 300 words in length, include your name and affiliation with the college, and will be read into the record, time permitting. | Chair Zapora |
| 3:45pm | 4. Approval of Meeting Minutes
pg 3 March 11, 2021, at 3:30pm – Regular Meeting | Chair Zapora |
| 3:47pm | 5. Next Meeting
April 21, 2021, 6:30pm – Special Study Session with Edmonds School District Board | Chair Zapora |
| 3:50pm | 6. Informational Report
a. Faculty Senate Council: DEI Update (15)
b. Marketing and Communications Update (15) | David Breed, Melody Schneider, Johnetta Moore
Danielle Carnes, Marisa Pierce |
| 4:20pm | 7. Old Business: Second Consideration and Final Action
pg 13
pg 17
pg 18
pg 21
a. Approval of Candidates for Continuing Tenure Probationary Status
RESOLUTION #21-4-1
b. Approval of Candidates for Continuing Permanent Status Probationary Status
RESOLUTION #21-4-2 | Kim Chapman
Kim Chapman |
| 4:30pm | 8. New Business: First Consideration
pg 22
pg 24
a. Consideration of Candidate for Permanent Status
b. Consideration of Professional Leave | Kim Chapman
Kim Chapman |

4:40pm	9. Representative Reports <ul style="list-style-type: none">a. Faculty Representative (5)b. Student Representative (5)c. Classified Staff Representative (5)	Kay Latimer Shayne Strey Liz Mueth
4:55pm	10. Break	
5:05pm	11. Foundation Report pg 25	Danielle Carnes
5:10pm	12. President's Report pg 26	Dr. Amit Singh
5:15pm	13. Board Discussion <ul style="list-style-type: none">a. Trustee Updatesb. Trustee DEI Committee Updatec. Other	Chair Zapora
5:40pm	14. Study Session: Title III Grant	Eva Smith, Elisabeth Frederickson
6:10pm	15. Executive Session	Chair Zapora
6:30pm	16. Adjournment	Chair Zapora

Next Meetings:

April 21, 2021, 6:30pm – Special Study Session with Edmonds School District Board of Directors

May 13, 2021, 3:30pm – Regular Meeting

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.

Information for individuals with hearing or visual impairments can be provided when adequate notice is given to the Office of the President: Kristen.nyquist@edcc.edu



BOARD OF TRUSTEES

Regular Meeting: March 11, 2021

Held via Zoom video conference due to COVID-19

Draft Minutes

Trustees Present: Carl Zapora, Chair; Wally Webster, Vice Chair; Dr. Tia Benson Tolle, Adrienne Wagner;

Trustees Excused: Dave Earling; Athmar Al-Ghanim, Student Trustee;

Others Present: Arlene Anderson, Kay Latimer, Jiyeon Song, Elizabeth Mueth, Danielle Carnes, Christina Castorena, Kim Chapman, Gregory Hinton, Kristen NyQuist, Jim Mulik, Mushka Rohani, Dr. Amit Singh, Eva Smith, Dr. Yvonne Terrell-Powell, and members of the campus community and public.

CALL TO ORDER

Chair Zapora called the meeting to order at 3:32pm, and welcomed those present. He reminded attendees to remain on mute and asked that trustees mute themselves unless speaking, in order to preserve the sound quality of the online meeting.

INTRODUCTIONS

Chair Zapora led introductions of the trustees, noting that Vice Chair Webster would be joining the meeting late; Dr. Singh led introductions of the President's Leadership Team.

PUBLIC COMMENTS

Chair Zapora noted that four public comments had been received. Ms. NyQuist read the unedited comments into the record in the order received. [Attachment 1]

NEXT MEETING

The next regular meeting of the Board is scheduled for April 8, 2021 at 3:30pm.

A joint study session with the Edmonds School District Board of Directors is scheduled for April 20, 2021 at 6:30pm.

INFORMATIONAL & MONITORING REPORTS

Christina Castorena, Vice President for Student Success, reported on the progress of a peer review of our financial aid policies and practices, which was conducted by Blue Icon, and completed in June of 2020. Ms. Castorena explained that state financial aid rules are generally more strict than federal rules. Because our policy combines the two, our application of federal aid has been too strict.

In their report, Blue Icon recommended that the college have separate policies for state and federal financial aid, and also to align the satisfactory academic progress policies for each. Ms. Castorena said that this policy work is underway, and that the automation delivered by ctcLink will also aid in compliance. All recommendations from Blue Icon will be addressed by June 2021.

APPROVAL OF MEETING MINUTES

When Vice Chair Webster joined the meeting and a voting majority of four trustees was present, Chair Zapora asked for a motion to approve the minutes from the February 18, 2021 meeting, which was made by Trustee Wagner and seconded by Trustee Benson Tolle. The minutes were unanimously approved as presented.

Approved

Chair Zapora asked for a motion to approve the minutes from the February 26, 2021 special meeting, which was made by Trustee Wagner and seconded by Vice Chair Webster. The minutes were unanimously approved as presented.

Approved

OLD BUSINESS: SECOND CONSIDERATION AND FINAL ACTION**New Certificates: CIS Full Stack Developer; DevOps Engineer**

Kim Chapman, Interim Vice President of Instruction, presented background information on a 59-credit Full Stack Developer Certificate, presented to the Board for approval.

Chair Zapora asked for a motion to approve Resolution #21-3-1, which was made by Trustee Benson Tolle and seconded by Trustee Wagner. The motion was unanimously approved.

Approved

Ms. Chapman presented background information on the 40-credit DevOps Engineer Certificate, presented to the Board for approval.

Chair Zapora asked for a motion to approve Resolution #21-3-2, which was made by Trustee Wagner and seconded by Trustee Benson Tolle. The motion was unanimously approved.

Approved

New Degree: BAS - Integrated Health Management

Ms. Chapman presented background information on a new Bachelor of Applied Science degree in Integrated Health Management. Dr. Singh noted that Washington is one of two states leading the way in these 4-year BAS degrees, and that Edmonds College has developed five in the last five years, four of them in the last two years.

Chair Zapora asked for a motion to approve Resolution # 21-3-3, which was made by Trustee Benson Tolle and seconded by Trustee Wagner. Trustees commended the college for being flexible and agile enough to accommodate the changing needs of stakeholders.

Chair Zapora called the vote and the resolution was unanimously approved.

Approved

Approval of Candidates for Tenure

The Board invited the following candidates for tenure to discuss their tenure package and to hear feedback from the trustees on their materials: Lorraine Brookes - Horticulture, Monica James - Art, and Daniel Moore - Library. The trustees thanked each candidate, remarking on the strengths they bring to the college.

Chair Zapora asked for a motion to approve Resolution #21-3-4, granting tenure to Lorraine Brookes, Monica James and Daniel Moore. The motion was made by Trustee Benson Tolle, seconded by Vice Chair Webster, and unanimously approved.

Chair Zapora and the rest of the meeting attendees applauded and congratulated the newly tenured faculty members.

NEW BUSINESS: FIRST CONSIDERATION AND FINAL ACTION REQUESTED

Approval of 2019-20 Audited Financial Statements

Gregory Hinton, Vice President of Finance and Operations, presented background information on the FY20 audit process that had been outlined by the State Auditor's Office at a special meeting of the Board on February 26, 2021. The audit report and financial statements, as included in the meeting materials, showed a clean audit. He thanked the finance team, especially Heather Lyons, for their hard work.

Chair Zapora asked for a motion to approved Resolution #21-3-5, which was made by Trustee Benson Tolle and seconded by Vice Chair Webster. The motion was unanimously approved.

Approved

NEW BUSINESS: FIRST CONSIDERATION

Candidates for Continuing Tenure Probationary Status and Continuing Permanent Status Probationary Status

Ms. Chapman presented background information on three candidates for continuing tenure probationary status: second year probationers, Lori Hayes - Biology; Allison Obourn, Computer Science; and third year probationer, Lauriel Elsa-Gordon - Children, Youth and Family Services. Ms. Chapman read bios for each probationer, noting that their candidacy would be brought back for approval at the April Board meeting.

Ms. Chapman presented background information on two third-year candidates for continuing permanent probationary status: Nancy Nelson, Adult Basic Education; and Dean Schlegel, Construction Trades Apprenticeship Preparation. Ms. Chapman read bios for each of the Corrections faculty tenure probationers, noting that their candidacy would be brought back for approval at the April Board meeting.

REPRESENTATIVE REPORTS

Faculty Representative Kay Latimer gave her report.

Student Representative Jiyeon Song, attending on behalf of Shayne Strey, gave her report. [Attachment 2]

Classified Staff Representative Liz Mueth gave her report. [Attachment 3]

BREAK

At 5:10pm, Chair Zapora adjourned the meeting for a 10-minute break. At 5:20pm he reconvened the meeting in an open session.

FOUNDATION REPORT

Danielle Carnes, Vice President of Innovation and Strategic Partnerships, reported on recent Foundation activity, including: the Foundation's Executive Director position has been publicly posted; the Foundation and College administration are working together to renew the agreement between the two organizations; scholarship applications have been collected and volunteers are needed to help review them; and the 2021 virtual Gala has a new title sponsor, Fortive, a local Fortune 500 conglomerate with 17K employees.

PRESIDENT'S REPORT

Dr. Singh reported that the Snohomish County Council had just approved the allocation for the Puget Sound Taxpayer Accountability Account funding, deciding to fund higher ed institutions at one-third, and the rest being allocated to K-12 and Early Childhood Education. This is the outcome that had been sought by Dr. Singh and his counterparts from Everett Community College and WSU-Everett. This will mean about \$8M in funding for Edmonds College over the next 12 years.

Dr. Singh shared that one of the long-standing concerns regarding students moving into fully online classes was making sure they had access to the necessary technology. He reported that thanks to the hard work of the IT department, and CARES Act funding, each Edmonds College student who had requested a computer had been given one.

Dr. Singh congratulated Christina Castorena, Dr. Yvonne Terrell-Powell, and Dana Parker, whose efforts to support First Generation students had earned the college a *First-Gen Forward* designation by the Center for First-Generation Student Success.

Dr. Singh recognized the following core team of ctcLink subject matter experts, who have been leading the software conversion for the college. He thanked everyone at the college for their hard work and dedication to the project, but noted that these employees deserved special recognition for their efforts:

- Beth Farley: ctcLink Project Manager
- Eva Smith: ctcLink Executive Sponsor
- Chris Russ: Campus Solutions Pillar Lead - Student Services
- Geni Teague: Finance Pillar Lead - Accounting and Student Financials
- Heather Lyons: Finance Pillar Lead - Finance
- MiChelle Thorsen: Financial Aid Lead
- Joseph Roland: Human Capital Management Pillar Lead
- Shannon Bath: Campus Solutions Pillar Lead - Instruction
- Chris Hudyma: Training Coordinator
- Jim Mulik: Data and Reporting Lead
- Vic Portolese: Technical Lead and Security Access Management
- Jack Foerster: Business Analyst
- Leah Leggett: OCM Lead and Project Support

Chair Zapora thanked the team for their hard work on this enormous and important project.

BOARD DISCUSSION

Trustee Updates

Chair Zapora opened the floor for any updates from trustees, of which there were none.

Trustee DEI Committee Update

Trustee Wagner shared her reflections from the past week about a panel she'd been involved in regarding work/life integration for women during COVID, and the fact that women, especially Black women, have had to leave the workforce in droves during this time. She also noted a report on nurses from BIPOC communities dying from COVID at a much higher rate than their percentage of the workforce. They represent 18-20% of those who have died of COVID vs. representing 12% of the nursing workforce. This disproportionate effect is due to systemic racism that does not allow for the advancement into positions that are not directly on the front lines of nursing, which carries a higher COVID exposure risk. She said that thinking through how the college can help build sustainable career paths for Black Indigenous Students of Color can provide actual solutions to some of the terrible disparities in our country.

Vice Chair Webster thanked Trustee Wagner for her thoughts and also asked administration to consider if the Board could have an off-site meeting at the Monroe Correctional Complex once the COVID pandemic has subsided, as it's important to understand the impact of the faculty teaching there.

STUDY SESSION - Entrepreneurial Hub

Dr. Singh introduced the topic, sharing that when he'd first joined the college as president, there were not enough opportunities to get help with starting or growing a business. However, we had the Makerspace, and he'd started to think about how to use our existing features better and to bring all the components of entrepreneurship under one umbrella, which is now headed by Ms. Carnes.

Ms. Carnes shared a slide presentation, noting that becoming an entrepreneurial hub is less about a single place, and more about convening resources. She outlined what we already have (WATR, Enterprise Rapid Response Teams, Makerspace) and what the vision is to develop (The Advanced Manufacturing Institute, Center for Innovation and Entrepreneurship, Academic Programs). These areas would provide both manufacturing and business opportunities.

The Center for Innovation and Entrepreneurship will launch in Fall 2021 and will support the full arc of innovation from vision (design thinking) to steering (iterative prototyping) to acceleration (lean entrepreneurship). The Center will be designed to bring people of all backgrounds and skills in, and get them plugged in at whatever level they need to learn in order to advance. She shared some samples of what classes and products might look like.

The Advanced Manufacturing Institute will launch in Spring 2021, as a rebranding of the Business Training Center at the WATR Center. It will focus on skills training for manufacturing via 12-week bootcamps aimed at a variety of industries.

There was discussion including the importance of training for the business side of entrepreneurship.

EXECUTIVE SESSION

At 6:02pm, Chair Zapora called an executive session to discuss personnel matters for 10 minutes. At 6:12pm, he reconvened the meeting in an open session.

ADJOURNMENT

The meeting was adjourned by Chair Zapora at 6:14pm.

Next Meeting: The next regular Board meeting will be held April 8, 2021 at 3:30pm - via Zoom.

Carl Zapora, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

BOARD OF TRUSTEES
PUBLIC COMMENTS - March 11, 2021

From: Karen Sanchez, ELA Faculty

Dear Board of Trustees Members,

Like many other departments, the faculty and staff in the English Language Acquisition program have been doing amazing work in this past tumultuous year.

ELA employees have particularly shone in four areas:

- 1) Within one year, faculty have embraced many new modes of technology. We are now growing experts in instructional design for online learning, and continue to improve in this to help our students. Each quarter we create multitudes of mini training videos to explain each piece of the technology to our students in simple English, and then we have to make the videos again the following quarter when Canvas/Google/ctcLink suddenly changes something important, so students can navigate all the changes with us.
- 2) Our lowest-level English instructors are unsung heroes. Some of them offer the same Zoom class at two different times of day in order to reach more of their students. They spend untold extra hours each week calling students to explain assignments, and preparing paper handouts to mail to each student.
- 3) Since the move online, some students have given up to wait until they can meet back in person, but we have discovered a whole demographic of learner who is benefitting from this online-only platform. As a result, we are committed to continuing to offer an online option for each level of English in the future.
- 4) Finally, our Advising staff have put in numerous extra hours moving all of our new-student assessments, orientations, and support to online platforms. They have analyzed and created hundreds of iterations of forms, documents, and spreadsheets; reconfigured them countless times, and trained faculty in onboarding new students into our programs.

The challenge to move all our programs online has stretched all of us, including the hard-working, professional staff and faculty in the ELA Department and International Division.

From: David Breed, Faculty Senate President

Greetings, honorable trustees,

As the Faculty Senate President, I often hear about the great work faculty are doing from across the college to support student success, especially under these enormously challenging circumstances. I would like to share one such example.

We know that the migration to ctcLink has been an extremely difficult, labor-intensive evolution for many staff and administrators, but it has also posed some unique challenges to faculty. Since 2014, the Math Department has had a truly student-centered grading policy which allowed for students in Math 77 and 87, two of the foundational precollege math courses many students take, to choose to modify their credits for the quarter if life circumstances made it hard for them to complete all 5 credits. It was a great innovation that helped

students save resources and sometimes avoid losing their financial aid. In other words, helped students persist!

Sadly, the ctclink system would not permit this success-oriented policy to continue and many feared it would simply be eliminated. Yet the Math Department went back to work innovating a new plan that would split the credits into four modules that students would register for as 5 combined credits; earning as many as possible thereafter. It was a clever approach but was a lot of work. Even after it was enacted, there was the daunting task of educating advisors and students alike as to how the enrollment process would work.

I am really proud of my Math Department colleagues for their original ingenuity in developing credit modification and their determination not to let a new computer system dismantle it. The amount of time, energy, thought, and dedication that went into developing the successor system is worthy of praise and our gratitude as a college.

From: Mary Whitfield, Chemistry Faculty

My name is Mary Whitfield and I have been a faculty member at this college since 2004. I would like to begin by congratulating those faculty members whose contracts are being renewed today. It certainly has been a tough year to be part of an evaluative process.

On that subject, there has been chatter amongst the faculty about why we decided to forgo a campus climate survey and a 360 presidential evaluation, as has been college practice in the past. I last recall a presidential evaluation and climate survey in 2015, when Jean Hernandez was president. We also wonder why we never evaluate our supervisors, even as we are evaluated by them.

Have we abandoned this process? The Faculty Senate Council was apparently told that this isn't the right time because we are in a period of high stress and uncertainty. We have to remember that in the community college system, if we wait for a period of stability, we may be waiting a very long time! It is exactly during such periods that evaluation can be especially meaningful. I will be evaluated by my students this term, and while I am a bit nervous about it, I look forward to hearing from them what I have got right and wrong. I trust them to give me balanced feedback, even as I recognize that there may be a few "grumblers" in the bunch.

As faculty we want to hear from our students, and we wonder why our campus leaders and supervisors don't want to hear from us. We are not just looking for an opportunity to vent. (We already have mechanisms for that!) We are thoughtful, intelligent people with feedback you might want to hear.

From Tiffany Ledford, Math Faculty

Hi. I am Tiffany Ledford and I teach in the math department.

The math department is conducting a project this year where we review what we are doing and reflect on areas we can expand and improve. When reviewing the national recommendations for mathematics pathways from the Dana Center we found six main areas of recommendations:

1. Pathways - Provide mathematics courses targeted to the needs of client programs.
Edmonds College math department has worked on pathways for several years. We offer the STEM

track, the business track and offer Math in Society and Stats for students.

2. Co-requisite models

We have piloted a recommended co-requisite model with math 87 and math 107.

3. Placement- Provide alternative methods for placement beyond a high stressed placement test.

The math department provides multiple means to placement including high school transcripts, college transcripts, smarter balanced test scores, SAT/PSAT/ACT scores, AP test scores and a placement test that the Edmonds math department created to provide better assessment across many levels of the mathematics program.

4. Precollege Mathematics-Provide alternative pathways for non-STEM students to reach college level courses

The Edmonds math department allows students to move directly from math 87 to math 107, math 140, or math 146. This model shortens the path to a college level math class by one quarter for those pathways.

5. Equity- Support students of diverse backgrounds

The math department holds study room sessions for students in the STEM track, business track, and HHS programs in addition to students who are part of the MESA program.

6. Advising

The math department provides placement test advising for International students. We also provide faculty and staff outreach across campus.

The project is now collecting and analyzing data. I look forward to sharing our results and the impactful work the department continues to do in the future.

BOARD OF TRUSTEES MEETING REPORT

March 11, 2021

Associated Students of Edmonds College

- The Executive Officer for Diversity, Jiyeon Song, has led various discussions about the college's path to becoming an anti-racist and multicultural institution. The Executive Board was also joined by Dr. Yvonne Terrell-Powell at a weekly student government meeting to continue these discussions further.
- Executive Board members have been working in the ctcLink Registration Help Zoom Room and communicating with Jorge de la Torre about how to make the transition easier for students.
- The Executive Officer for Academics, Jeanice Janlie, conducted a survey to gauge student satisfaction with online learning. The overall results were good/mixed, but there was concern shown about the way college faculty communicate with students. In general, many students feel they are not getting clear direction from their professors. Some students also feel uncomfortable reaching out to advisors and student services because response times are often very long and questions are not always answered in the most welcoming manner. This is merely a result of everyone having different styles of email communication. A lot gets lost in translation.
 - Any more questions about the survey and its results can be directed to [ASEdCC Academ](#)
- The Executive Board is coming closer to finalizing the revised draft of the ASEC Financial Code, and will be back to the Board of Trustees on May 13th's meeting, and have final approval on June 10th.
- The Executive Board's Communication Assistant, Trina Tran Le, is working on a welcome video to go on the front page of the student government website.

BOARD OF TRUSTEES MEETING REPORT
March 11th, 2021
WPEA/UFCW LOCAL 365

- Employees are staying very busy with converting to ctcLink. There are daily hurdles for employees to do their job completely and still many unanswered questions. We understand everyone is trying to learn their jobs and to practice patience. It is difficult trying to manage your normal workload, figure out and document the issues you are having, and wait for the answer. Many employees are feeling overwhelmed.
- Union membership is also concerned about the potential impacts ctcLink will cause - be it changing job duties, re-organization, or valued employees leaving due to exhaustion.
- With the announcement that k-3 grade in Edmonds School District will be going on-site, HeadStart is also starting to discuss coming on-site. The union is currently waiting to hear proposals from management, but hope that the union is involved in ensuring the safety of our HeadStart members.
- We were happy with the college's initiative to provide the option to work on campus if an employee does not have a home office that is working for them. We appreciate having the ability to determine our needs and to continue to have the flexibility to continue to work from home, if it is working for us and our supervisors.
- As of March 9th, 2021, WPEA ratified the most recent contract. Next it will move on to the state legislature.
- We are watching the Protecting the Right to Organize (PRO Act) that recently passed the House. This bill will strengthen workers' rights and will give the National Labor Relations Board (NLRB) the ability to enforce federal labor laws.

Respectfully submitted by
Liz Mueth
EC WPEA Chief Shop Steward



Washington Community College District 23

**BOARD OF TRUSTEES
April 8, 2021**

**BACKGROUND
CONSIDERATION OF CONTINUING TENURE PROBATIONARY STATUS****Subject**

Board of Trustee consideration of renewal or non-renewal of tenure probationary appointments for academic employees.

Background

The Board of Trustees is required to decide whether or not to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year. Faculty members under consideration for probationary appointment renewal are:

Second Year Appointments

Lori Hays, Biology (STEM)
Allison Obourn, Computer Science (STEM)

Third Year Appointments

Lauriel Elsa-Gordon, Children, Youth, and Family
Studies (Health & Human Services)

Recommendation

Information is presented to the Board of Trustees for their review and consideration. The administration recommends that the Board of Trustees renew the second and third year probationary appointments at the April 8, 2021 meeting.



Washington Community College District 23

BOARD OF TRUSTEES
April 8, 2021

FIRST YEAR PROBATIONER BIOGRAPHY TENURE TRACK

Lori Hays

Dr. Lori Hays obtained a B.S. in Molecular and Cell Biology from Texas A&M University and a PhD in cell regulation from UT Southwestern Medical Center Graduate School of Biomedical Sciences. As a researcher, she co-authored several publications, identified a new protein involved in insulin exocytosis and generated/examined an innovative marker to study microscopic imaging of exocytosis in real-time. Before joining EC as a tenure track faculty, she was an associate faculty member at North Seattle College and Edmonds College. Lori's passion for teaching biology and her commitment to student success is unmistakable. We look forward to working with her during the upcoming years.



Washington Community College District 23

BOARD OF TRUSTEES
April 8, 2021

FIRST YEAR PROBATIONER BIOGRAPHY TENURE TRACK

Allison Obourn

Allison Obourn grew up in Shoreline, Washington. She has a bachelor's and master's degree in computer science from the University of Washington. Before joining EC's computer science department, Allison taught at the University of Washington and University of Arizona. She has a broad teaching portfolio, extensive curriculum development experience, and is the coauthor of a computer science textbook. She is passionate about computer science, teaching, and recruiting/retaining students in the field of computer science, particularly women and students of color. We welcome Allison back to Washington and look forward to working with her during the upcoming years.



Washington Community College District 23

BOARD OF TRUSTEES
April 8, 2021

SECOND YEAR PROBATIONER BIOGRAPHY TENURE TRACK

Lauriel Elsa-Gordon - Child, Youth, and Family Studies

Lauriel Elsa-Gordon holds a Master's in Education from Pacific Lutheran University and a Master's in Psychology from Antioch University. She has been a Licensed Mental Health Counselor in the State of Washington since 2010. Lauriel also has extensive experience as an educator in Psychology, Human Services, and Business. She has taught at Green River College, Renton Technical College, University of Phoenix, Pacific Lutheran University, and in the Bachelor of Arts in Human Services program at City University of Seattle. She enjoys curriculum development and has created and facilitated professional development workshops such as Intercultural Communication; African American Families: Providing Culturally Relevant Services; and Calming the Storm: A Holistic Approach to Working with Angry Clients.

Lauriel has over 21 years of experience working within social services in various positions—Case Manager, Child and Family Therapist, Crisis Outreach Specialist, Program Manager, and Education Development Specialist. She has worked at DSHS, Catholic Community Services, and the YMCA, to name a few. In addition, she has facilitated anger management and multicultural parenting classes to court-mandated and self-referred individuals for over 10 years.



Washington Community College District 23

BOARD OF TRUSTEES
April 8, 2021

RESOLUTION #21-4-1
APPROVAL OF CONTINUING TENURE PROBATIONARY STATUS

Consideration of continuing tenure probationary status for:

Second Year Appointments

Lori Hays, Biology (STEM)
Allison Obourn, Computer Science (STEM)

Third Year Appointments

Lauriel Elsa-Gordon, Children, Youth, and Family
Studies (Health & Human Services)

WHEREAS, faculty hired by Edmonds College serve a probationary period prior to being considered for tenure status, and

WHEREAS, the faculty-board agreement requires that the recommendation for renewal or non-renewal of these probationary appointments must occur by the end of winter quarter of each academic year, and

WHEREAS, the respective appointment review committees have met their responsibility under the negotiated agreement to review the appointments of those named above and recommend renewal of the tenure probationary contracts of Lori Hays, Allison Obourn, and Lauriel Elsa-Gordon,

NOW THEREFORE BE IT RESOLVED THAT Edmonds College Board of Trustees renews the tenure probationary contracts of Lori Hays, Allison Obourn, and Lauriel Elsa-Gordon.

Carl Zapora, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh



Washington Community College District 23

**BOARD OF TRUSTEES
April 8, 2021**

BACKGROUND

CONSIDERATION OF CONTINUING PERMANENT STATUS PROBATIONARY STATUS

Subject

Board of Trustees consideration of renewal or non-renewal of permanent status probationary appointment for academic employees.

Background

The Board of Trustees is required to decide whether or not to renew probationary appointments based on recommendations presented by the end of winter quarter of the academic year. Faculty members under consideration for probationary appointment renewal are:

Second Year Appointments

None

Third Year Appointments

Nancy Nelson, Adult Basic Education (Corrections)
Dean Schlegel, Construction Trades Apprenticeship Preparation (Corrections)

Recommendation

Information is presented to the Board of Trustees for their review and consideration. The administration recommends that the Board of Trustees renew the third year probationary appointments at the April 8, 2021 meeting.



Washington Community College District 23

BOARD OF TRUSTEES
April 8, 2021

SECOND YEAR PROBATIONER BIOGRAPHY PERMANENT STATUS

Nancy Nelson

Nancy Nelson has been a full-time instructor in Corrections since April 2019. She has taught (and continues to teach very part-time) English courses as an associate faculty at Bellingham Technical College since January 2010. She worked as an administrator at Western Washington University for 21 years. Nancy teaches GED and High School+ courses at the Monroe Correctional Complex.

Nancy received her BA in English-Creative Writing from Western Washington University in 1993. She went on to earn her MA in English-Creative Writing from Western Washington University in 2010. She is currently on the Edmonds College Faculty Senate Council along with the EC Assessment Committee.



Washington Community College District 23

**BOARD OF TRUSTEES
April 8, 2021**

SECOND YEAR PROBATIONER BIOGRAPHY PERMANENT STATUS**Dean Schlegel**

Dean has been employed by Edmonds College as a part-time instructor and full time instructor at Monroe Correctional Complex since January of 2017. All three years have been spent at the satellite campus in Monroe. The first 1-1/2 years were spent teaching the Building Maintenance Technology class (BTM). This class was focused on giving the student a broad knowledge of building construction. This class has now changed its direction as the need for workers has increased. Dean, working with other instructors throughout the state from other colleges, has created a class that is now called CTAP or Construction Trades Apprenticeship Preparedness. This instruction is based on what the construction trades are looking for in apprentice education.

Dean's background and education began over fifty years ago learning the construction trade from his family business. Dean's father was a General Contractor building homes and constructing light commercial buildings. After graduating from Roosevelt High School in Seattle, Washington, several years were spent in the industry in sales, construction management, and hands-on construction projects. During this time period Dean also attended Edmonds College for 2-1/2 years in general studies.



Washington Community College District 23

BOARD OF TRUSTEES
April 8, 2021

**RESOLUTION #21-4-2
APPROVAL OF CONTINUING PERMANENT STATUS
PROBATIONARY STATUS**

Consideration of continuing permanent status probationary status for:

Second Year Appointments

None

Third Year Appointments

Nancy Nelson, Adult Basic Education (Corrections)
Dean Schlegel, Construction Trades Apprenticeship
Preparation (Corrections)

WHEREAS, faculty hired by Edmonds College serve a probationary period prior to being considered for permanent status, and

WHEREAS, the faculty-board agreement requires that the recommendation for renewal or non-renewal of these probationary appointments must occur by the end of winter quarter of each academic year, and

WHEREAS, the respective appointment review committees have met their responsibility under the negotiated agreement to review the appointments of those named above, and

WHEREAS, the appointment review committees recommend the renewal of the permanent status probationary contracts of Nancy Nelson and Dean Schlegel,

NOW THEREFORE BE IT RESOLVED THAT Edmonds College Board of Trustees renews the permanent status probationary contracts of Nancy Nelson and Dean Schlegel.

Carl Zapora, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh

BACKGROUND
CONSIDERATION OF PERMANENT STATUS

Subject

Consideration of permanent status for:

[Roberto Figueroa](#) **Adult Basic Education (Corrections)**

Background

The Board of Trustees is required to consider the award or denial of permanent status following a probationary period not to exceed (9) consecutive quarters, excluding summer quarters and approved leaves of absence.

Roberto Figueroa has successfully completed his three-year probationary period. The Appointment Review Committee and Administration recommend approval of permanent status.

The candidate has submitted an electronic portfolio this year. This is a Google Site with navigation that will guide you through the required sections of the permanent status portfolio.

Please click on the name above to review the packet.

Recommendation

The administration recommends that the Board of Trustees consider permanent status for Roberto Figueroa at the April 8, 2021 meeting and approve permanent status for this faculty member at the May 13, 2021 meeting.



Washington Community College District 23

**BOARD OF TRUSTEES
APRIL 8, 2021**

BIOGRAPHY PERMANENT STATUS

Roberto Figueroa

Roberto Figueroa has been employed by Edmonds College since Fall quarter, 2018 as associate faculty, and then as permanent faculty in 2019 as a Basic Skills Instructor at the Monroe Corrections Complex in Monroe, WA. Prior to that, he taught pre-college writing and Associate of Arts electives and various college courses, as well as Basic Skills and ESL for Walla Walla Community College, inside Coyote Ridge Corrections Center (CRCC) in Eastern Washington from 2009 to 2018. From 2003 to 2009, he taught pre-college and college-level English classes, ESL, and both English and Spanish GED at Columbia Basin College, Pasco, WA.

Roberto Figueroa earned his English Master's Degree from the University of Hawai'i at Mānoa (2002), where he also earned two bachelors, in English (1994) and in Education (Language Arts, 1996) with practicums at the University of Hawaii Teaching Lab School, and at Bernice Pauahi Bishop's Kamehameha Schools (Kapālama High School) in Oahu, Hawaii. He taught for Chaminade International University, as well as served as Test Examiner for US Navy College, Pearl Harbor, Hawaii. Currently, he teaches GED and High School+ at the Minimum Security Unit (MSU), as well as pre-college writing and basic skills/GED at Twin River Unit (TRU) at Monroe Corrections Complex.



Washington Community College District 23

**BOARD OF TRUSTEES
April 8, 2021**

**BACKGROUND
PROFESSIONAL LEAVE REQUESTS FOR 2021-2022 ACADEMIC YEAR**

Subject

Board of Trustees approval to grant faculty professional leave for the 2021-2022 academic year is requested.

Background

The negotiated agreement between the Board of Trustees of Washington Community College District 23 and the Edmonds College Federation of Teachers, Local 4254 AFT, AFL/CIO, specifies the process whereby the Board of Trustees may consider and grant professional leave to eligible faculty up to a maximum of four percent of the state-funded FTEF.

The Federation appointed a Professional Leave Committee to review and rank eligible faculty’s professional leave proposals for the Board’s consideration. The agreement states that each professional leave recipient will receive 85 percent of the employee’s step placement during the period of time he or she is on professional leave.

<u>Faculty Member</u>	<u>Professional Leave</u>	<u>Recommended Annualized FTEF</u>
Lisa Schubert	Two Quarters	.666
Ann Paulson	One Quarter	.333
Heather Walsh	One Quarter	.333
David Adams	One Quarter	.333

Recommendation

Information is presented to the Board of Trustees for their review and consideration. The administration recommends that the Board of Trustees approve the professional leave requests at the May 13, 2021 Board of Trustees meeting.



Washington Community College District 23

BOARD OF TRUSTEES April 8, 2021

FOUNDATION REPORT

LEADERSHIP TRANSITION

- We have begun priority review of applications and resumes for the Executive Director position, which is open until filled. Interviews are scheduled for mid-April.

BOARD OF DIRECTORS

- Discussions and work continue on the College-Foundation agreement to clarify roles, responsibilities, and shared understanding.
- Committees are working on FY22 goals. At the May 11 Board of Directors meeting, the Board will review a first draft of the FY22 goals.

FOUNDATION ACTIVITY

- The Foundation's 2021-22 annual scholarship application opened on February 15th and closed on April 1.
- This year, the Foundation has 65 volunteers to assist in reviewing this year's scholarship applications. Over 50% of volunteers are new this year.
- On March 25, the Foundation held a Scholarship Reviewer Prep Session and had 34 attendees. Post event feedback indicated that attendees felt the changes in the application and rubric would make for a substantially better review experience.
- The largest quarter for Complete the Dream applications is Spring. The Foundation is grateful to Dr. Steve Woodard, Wessel Pieters, and the rest of the advising team for verifying students' program status for Spring 2021 Complete the Dream applications.

FUNDRAISING

- Planning and support for our most important fundraising event for Student Success, the INSPIRE virtual gala, is going well. The annual event will take place April 21-24th. Community members are encouraged to host or join a party, donate, order culinary meals, and preview the online auction. Fourteen (14) virtual party hosts have confirmed parties where guests will gather for some fun activities, watch the program, and give together. Check out the event at edmonds.edu/gala.
- The Hazel Miller Foundation awarded a \$25,000 grant for student success grants and scholarships for 2020 - 2021.
- The Foundation received a gift of \$125,000 from the West family that provides further funding for the West Family LPN (Licenced Practical Nurse) scholarships. Six scholarships will be awarded this year.
- The Biella Foundation awarded \$12,000 for general scholarships.

Submitted by: Danielle Carnes

**BOARD OF TRUSTEES
April 8, 2021****PRESIDENT'S REPORT****Expanding Your Horizons - STEM Summit for Girls, grades 8-12**

We are proud to participate as a hosting college for this annual national conference that encourages girls, especially those from underserved backgrounds, to explore careers in STEM through interactive workshops with women leaders in STEM.



Our 2021 virtual conference, with about 125 girls attending, took place on March 24th. The event was promoted and supported by the Future of Flight, and featured scientist, astronaut, and mission specialist, Karen B. Brun, as the keynote speaker. Dr. Brun was very well received - the girls

loved her. She has offered to provide a keynote in the future as well. The recorded sessions are available on edmonds.edu/eyh and we expect they will continue to get views for many weeks to come.

ctcLink Update

As we move from deployment into stabilization, we are finding the system gaps and determining how to adjust our internal processes to fit the new system. As students have begun to register for the first quarter using the new software, we are finding that there are many issues still to resolve for students as well. At my request, the President's Leadership Team formed an emergency task force, meeting several times a week, in order to identify critical issues for students, faculty and staff, and brainstorm creative ways to remove barriers, including shifting staff resources to focus on high priority issues and adding Zoom drop-in sessions to help students through the registration and payment processes.

Success in this moment will rely on the college being agile about our own internal processes and keeping student success at the center of our decision-making.

Limited Employees Returning to Campus

At my recent Town Hall meeting, I surveyed employees about needing space on campus to work in order to be fully effective. Our remote operations have worked for many people, but not all. Keeping in mind the evolving state guidelines as well as the needs of our employees, we are able to recalculate the risk-benefit of bringing more people back to campus to make sure all our employees have what they need to be successful. Director of Safety, Security and Emergency Preparedness, Jade Jeter-Hill, and the college's Re-Entry Task Force have put together some group and individual workspaces in Snohomish Hall and will manage scheduling and use of the rooms for those employees who identified themselves as needing a quiet space with internet access.