



BOARD OF TRUSTEES

Regular Meeting

Thursday, February 15, 2024

Meeting: 3:30pm – 6:30pm

In Person: Gateway Hall, Room 352, 6600 196th Street SW, Lynnwood,

WA Zoom: <https://us02web.zoom.us/j/87802938849>

Join by telephone: (253) 215-8782 | **Meeting ID:** 878 0293 8849

AGENDA

- 3:30pm **1. Call to Order** Chair Dave Earling
- 3:32pm **2. Introduction of Guests** Chair Dave Earling
- 3:35pm **3. Approval of Meeting Minutes** Chair Dave Earling
November 14, 2023 – Regular Meeting [page 3](#)
- 3:38pm **4. Next Meeting** Chair Dave Earling
Tuesday, March 5, 2024 at 5:00pm – Joint Study Session with Edmonds School District
Thursday, March 21, 2024 at 3:30pm – Regular Meeting
- 3:40pm **5. Transforming Lives – Student Testimonials**
- 3:50pm **6. Public Comment** Chair Dave Earling
To make a public comment, you may submit it in writing to publiccomment@edmonds.edu no later than Wednesday, February 14, 2024, 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. Public comments may also be made in person at the meeting. All virtual participants who wish to make a public comment should submit one in writing as outlined above.
- 4:00pm **7. President’s Report** Dr. Amit Singh
- 4:10pm **8. Informational & Monitoring Reports** Dr. Amit Singh, James Mulik
 - a. Q2 Operating Budget Update (10) James Mulik
 - b. Economic Impact Update (5) Dr. Amit Singh, President's
 - c. College Priorities Mid-Year Update (30) Leadership Team
- 4:55pm **9. Break (10)**

- 5:05pm **10. New Business: First Consideration**
Course Fee Changes – AMMET [page 9](#) Kim Chapman
- 5:10pm **11. New Business: First Consideration and Final Consideration Requested**
Land Acknowledgement [page 10](#)
Resolution #24-2-1 [page 11](#) Dr. Yvonne Terrell-Powell
- 5:15pm **12. Representative Reports**
a. Student Government Representative (5) Eshcol Mulugeta
b. Classified Staff Representative (5) Lia Andrews
c. Faculty Representative (5) Scott Haddock
- 5:30pm **13. Foundation Report** [page 13](#) Tom Bull
- 5:35pm **14. Board Discussion**
a. Trustee Updates Chair Dave Earling
b. ACCT Debrief Chair Dave Earling
c. DEI Committee Update [page 15](#) TBD
d. Other
- 5:45pm **15. Study Session – Open Public Meetings Act (35)** AAG Sara King
- 6:20pm **16. Executive Session (10)** Chair Dave Earling
- 6:30pm **17. Adjournment** Chair Dave Earling

Next Regular Meeting: Thursday, March 21, 2024, 3:30pm

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 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@edmonds.edu



BOARD OF TRUSTEES

Regular Meeting: November 14, 2023 | 9:00am

Location: Edmonds College, Gateway Hall 352, 6600 196th Street SW, Lynnwood, WA

Virtual Participation via Zoom

Draft Minutes

Trustees Present: Dave Earling, Chair; Carl Zapora, Vice Chair; Bryanna Artellano; Adrienne Wagner; Courtney Wooten

Trustees Excused: Wally Webster

Others Present:

Dr. Amit Singh, President

Sara King, Assistant Attorney General

Eshcol Mulugeta, Associated Students of Edmonds College Representative

Dr. Mari Acob-Nash, Vice President for Enrollment and Student Services

Tom Bull, Executive Director of the Edmonds College Foundation

Dr. Jorge de la Torre, Vice President for Student Engagement & Support, and Special Assistant to the President

Karen Magarelli, Executive Director for Marketing & PIO

Suzanne Moreau, Vice President for Human Resources

Jim Mulik, Vice President for Finance, Grants, and Institutional Effectiveness

Kristen NyQuist, Director of Planning and Operations

Eva Smith, Chief Information Officer

Dr. Yvonne Terrell-Powell, Vice President for Equity, Inclusion and Belonging

Various members of the campus community and public

CALL TO ORDER

Chair Earling called the meeting to order at 9:00am, and welcomed those present.

INTRODUCTIONS

Chair Earling led the introduction of the Trustees; Dr. Singh led introductions of the President's Leadership Team and AAG Sara King.

APPROVAL OF MEETING MINUTES

Chair Earling called for a motion to approve the minutes from the October 19, 2023 Board meeting, which was made by Vice Chair Zapora and seconded by Trustee Wagner. Vice Chair Zapora noted one date correction on page 4 of the minutes, in the Foundation Report section. Chair Earling called the vote noting that correction, and the minutes were approved. Trustee Wooten abstained.

Approved

NEXT MEETING

The next meeting is scheduled for Thursday, February 15, 2024 at 3:30pm.

PUBLIC COMMENTS

No comments were received in writing nor delivered in person.

TRANSFORMING LIVES

Two students from the college’s Career Action Center spoke about their experience at the college. Anne Penny, Director of Business Outreach, introduced each student before they spoke.

Osiris Osiris shared that he’d had an amazing experience as a student, and found there to be a lot of resources available to him. In his first quarter, he used the writing center, and received an A in his class. Eventually, he was able to get an internship with the City of Lynnwood through the Career Action Center. He said he appreciated that the college puts students first, and supports students in completing their degree programs.

Daaniya Junejo is a student in the T-Mobile Career Launch program. She started as a Running Start student, and after spending two summers interning with them, she is back in the program as a full time college student. She shared that she had attended four community colleges, and found Edmonds to be the one that provides the best experiences for students to have opportunities to think and strive. She said that during her time in the Career Launch program she has grown her skills, her career, and has also grown as a person. She hopes to complete a transfer degree and go to the University of Washington.

Chair Earling thanked the students for sharing the unique and inspiring stories of their success.

PRESIDENT’S REPORT

Dr. Singh said he wanted to provide some context to the two following presentations, on the Institutional Performance Report and the Q1 Budget Update. He shared that the college has done well for fall enrollment, up about 7% overall, up 5% in state FTEs, but down 1.5% if we excluded ELA. International enrollment was still declining. Nationally, Fall-to-Fall enrollments are up by an average of 4.4%, and most growth is coming from dual enrollment programs. 2-year degrees and certificates are also going up, but people want quick skills in order to secure the job they need now, and while our enrollments are following the national trend, we want to lead the way. Western Governors University is an example of an institution that innovated in a bold way, stepping up to meet the needs of adult online learners with competency-based education. He spoke about Goal 5 in the Comprehensive Plan, to serve adult learners in a new way, noting that we have to think about what the future holds for our students, including that their working lives will be much longer. We need to make bold changes to become the source to life-long career advising, and creating and offering a modular approach to education.

INFORMATIONAL & MONITORING REPORTS

Q1 Budget Update

Dr. Singh explained some of the nuances of state funding and the formula for higher ed, which heavily relies on enrollment numbers.

James Mulik, Vice President for Finance, Grants, and Institutional Effectiveness, reported on the operating budget results for the first quarter. Expenditures are up compared to last year as follows: up 7.8% in salaries; up 6.4% in benefits; up 107% in goods and services, which is largely attributed to state allocation spending at the WATR Center. Overall, spending is at 21% of budget at the end of the first quarter as compared to 19% last year at the same time.

Looking at tuition, we are down six-tenths of one percent in tuition revenue compared to this time last year, having more resident tuition, and less non-resident tuition at this time. State FTEs are up 4.8% over last year, but if we remove ELA students, FTEs are down about 1.5%. Shared funding/international revenue is slightly down, but seems to be stabilizing. Gross revenue is down 7.9% over last year, while expenses are up 13.4%. Because our recruiting efforts often take 18 months to realize, we hope to begin to see results from our efforts in about a year or so.

Institutional Performance Report

Dr. Singh introduced the topic, noting that the Institutional Performance Report (IPR) was first created 18 years ago as a way to report to the Northwest Commission on Colleges and Universities (NWCCU), and has been shared with the Board annually as well. We now report on our lag metrics at the Board’s summer study session, but like to go over the report when it’s produced in the fall.

Mr. Mulik shared that the IPR is a formal way to report on our 10 lagging metrics used to show mission fulfillment to the NWCCU. The 10 lagging indicators show student achievement and have stretch strategic targets. Five of them have minimum threshold levels needed for accreditation. In the 2022-23 report, one of the five minimum threshold indicators, Students Served Through Industry and Community Partnerships, did not meet its target for the third year in a row. Most of the students included in this indicator are traditionally taught in person and the pandemic had a big impact on learning modalities. As a result, the college will need to revisit the numeric value for this indicator.

Looking at the other indicators, enrollments are up in all three categories; quarterly persistence numbers are mixed, with Fall-to-Fall numbers down; completions are also mixed in this report, but mainly because the data is a snapshot in time taken by the State Board, and there were hundreds of completions that were not recorded when that snapshot was taken. Mr. Mulik shared that the full IPR included in their meeting materials had all the data disaggregated and that the college is using that to look for gaps in success metrics to inform future strategic actions.

OLD BUSINESS: SECOND CONSIDERATION AND FINAL ACTION

Chair Earling led discussion on the Board policy review. He pointed out that since the items were first considered at the October meeting, a change had been introduced into policy BOT 9.0 regarding the rating scale for the President’s performance evaluation. With no further questions, he asked for a motion to approve Resolution #23-11-1, Approval of Board Policies and Procedures BOT 7.0, 7.01pr. 8.0, 8.01pr, 9.0, 9.01pr, 1.0, and 10.01pr. Trustee Zapora made the motion, which was seconded by Trustee Wooten and unanimously approved.

Approved

REPRESENTATIVE REPORTS

ASEC Representative - Eshcol Mulugeta

Ms. Mulugeta reported on recent ASEC activity as follows: Executive Officers for Diversity and Academics had been hired as well as a communications assistant; the ASEC team met with the President’s Leadership Team; a new committee putting had been formed to put together a quarterly academic award as a way to increase student engagement; student officers had attended the mock accreditation meeting.

WPEA Representative - no report

AFT Representative - no report

BREAK

At 9:50am, Chair Earling adjourned the meeting for a 10-minute break returning at 10:00am.
At 10:00am, Chair Earling reconvened the meeting in open session.

FOUNDATION REPORT

Tom Bull, Executive Director of the Edmonds College Foundation reported on recent Foundation activities as follows: \$235.7K has been raised year-to-date, including \$73.5K from Verdant; two employees, a finance

director and a development officer, have been hired; scholarship applications will open in January, and Complete the Dream applications for Winter Quarter are currently open.

BOARD DISCUSSION

Chair Earling asked about the recent mock accreditation visit. Mr Mulik shared that three evaluators from neighboring institutions had spent the day at the college on November 7th. They will issue a report from the 18 meetings that were held and it will be an opportunity for us to see what went well and what needs improvement prior to the actual accreditation site visit in April.

Chair Earling opened the floor for updates from the trustees, noting that it was wonderful to have all six trustees attend the recent ACCT Conference. He shared his thanks for a Board that works well together and updated the trustees on the DEI committee, which is still in the process of being formed and which will have two members.

Trustee Wagner shared that she will be co-chairing the Board Chair and Vice Chair Affinity Group at the upcoming ACT Conference, which will feature a conversation focused on meeting agendas and best practices.

Trustee Zapora thanked everyone who voted in the recent election, and shared his interest in exploring how to engage students in the voting process. He also thanked the college for supporting and honoring veterans, noting how proud he was of the recent Veterans Day event.

Trustee Wooten shared her thanks for the students involved in the meeting for their presentations and thoughts and said it felt very special to be in a meeting where student voices are centered.

Chair Earling then stated that with all the current unrest, and feeling the importance of affirming the commitment to DEI work, he would like the Board to develop a position statement on the topic. He said that he would like the tone to be positive, and to highlight that the Board supports equity and civility. Dr. Singh asked staff members Karen Magarelli and Kristen NyQuist to support the request.

STUDY SESSION - Career Action Center

Dr. Singh introduced Anne Penny, Director of Business Outreach, and Gina Certain, Director of Worker Retraining and Re-entry Services, from the college's Career Action Center. Ms. Penny and Ms. Certain gave a presentation on the center's two main services, as follows.

Worker Retraining

Ms. Certain reported that the WA legislature enacted a law to provide job retraining to unemployed workers in 1993. Edmonds College receives funding for this work, and in 2023-24, the college received \$905K to go towards enrollment support (35 professional-technical programs received funding; 11 positions are funded to support the program); and \$376K to go towards financial aid, which helps pay tuition, fees, and books for 2-4 quarters for students in professional-technical programs.

In addition, the Career Action Center has two important on-campus partnerships with the Employment Security Department and Workforce Innovation and Opportunity Act, both of which have representatives co-located on campus.

Ms. Certain shared some data from the last decade showing how the current low unemployment numbers impact the worker retraining program. Currently there are 100 full-time equivalent students in the program (compared to 576 in 2009). The average quarterly headcount for the prior year was 128, with 42% being Students of Color. The statewide accountability report from 2018 shows that 70% of worker retraining

students complete their program of study. EC has a 69% completion rate, a 68% placement rate, and a \$20.37/hour median wage.

Business Outreach

Ms. Penny reported on the services offered by the Business Outreach side of the Career Action Center. For students, there is resume writing, on-campus jobs, career jobs, mock interviews, career events, career exploration, and a resource room. For businesses, EC offers job fairs, employer-of-the-day, specialized career events, job posting and push-out to students, intern recruitment, and advisory committee membership. Between November 2022 and October 2023, Business Outreach served 555 students and 463 employers.

Ms. Penny shared completion data for the Associate of Technical Arts in Computer Information Systems, which show that our students have a completion rate of 52%, an employment rate of 71%, median annual earnings of \$49,484, and are hired by top companies such as Boeing, Microsoft, Amazon, Premera Blue Cross, Starbucks, UW, Providence, Dell Technologies, and T-Mobile.

Chair Earling thanked Ms. Certain and Ms. Penny for their presentation and noted that he is impressed with the systematic way Edmonds College responds to the needs of its students.

EXECUTIVE SESSION

At 10:46am, Chair Earling called an executive session for 25 minutes, returning at 11:11am, to discuss the topics of personnel and real estate matters.

At 11:11am, Chair Earling reconvened the meeting in open session.

Chair Earling stated that one duty of the Board is to review the President, and the Board had concluded its annual review, having decided to extend Dr. Singh's employment contract. Chair Earling noted that he has been very impressed with the college and its ability to pivot so quickly to address the needs of the community, and that the Board was unified in its support for Dr. Singh.

Chair Earling asked for a motion. Trustee Zapora moved to approve a contract amendment that would extend the term of Dr. Singh's employment contract by two years, though June 30, 2028. The motion was seconded by Trustee Wooten.

Chair Earling called for discussion. Trustee Wagner said she was grateful for the way Dr. Singh works with the Board and his staff; Trustee Wooten said she appreciated his warm welcome to her position on the Board and for his work to create a strong reputation in the community; Chair Earling said that the college has a very positive reputation in the state CTC system as well.

Chair Earling called the vote to approve the motion to extend Dr. Singh's employment contract term through June 30, 2028, which was approved, with Student Trustee Artellano abstaining as per Board Policy 2.0.

There were no other changes to Dr. Singh's contract.

Approved

ADJOURNMENT

The meeting was adjourned by Chair Earling at 11:18am.

Next Meeting: The next regular Board meeting will be held February 15, 2024 at 3:30pm.

Dave Earling, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary



Washington Community College District 23

**BOARD OF TRUSTEES
February 15, 2024**

**BACKGROUND
CONSIDERATION OF NEW COURSE FEES**

Subject

Consideration of new course fees.

Background

According to RCW 28B.15.100, "The governing boards of... community and technical colleges shall charge to and collect from each of the students registering at the particular institution for any quarter or semester such tuition fees and services and activities fees, and other fees as such board shall in its discretion determine..."

Despite having the permission to increase all applicable fees by a percentage according to the OFM’s annual fiscal growth rate, Edmonds College strives to keep costs for students low and is judicious in raising or adding fees, only doing so when necessary to provide services and/or materials.

Bachelor of Applied Science - Advanced Manufacturing and Materials Engineering Technology (BAS-AMMET), a program for BAS students, is requesting fees for their lab courses to help pay for materials in their Manufacturing Labs and will be recovery costs for equipment for lab assignments. They are proposing to add fees to seven courses with fees being either \$30, \$60, or \$100. When the courses were originally developed fees were not requested at that time, and these courses have been providing materials without a clear revenue stream to cover the costs. Five are “materials recovery” fees to purchase materials for lab assignments, one is a “material recovery” fee to purchase the materials for the Capstone project, and one is a “material recovery” fee to purchase materials needed to complete the capstone project. The classes with the proposed \$100 fees have labs that require significant raw materials and lab consumables. AMMET 454/455 are capstone classes.

The following new fees are suggested for the 2024-25 academic year:

NEW FEES	AMOUNT	NOTE
AMMET 429	\$30	Lab fee for materials purchased
AMMET 318 & 350	\$60	Lab fee for materials purchased
AMMET 383, 440, 454, 455	\$100	Lab fee for materials purchased

Recommendation

The administration of Edmonds College recommends that the Board of Trustees consider the proposed course fee additions at the February 15, 2024 meeting, and approve them as presented, at the March 21, 2024 meeting.

BACKGROUND

Consideration of Land Acknowledgement for Use at Board of Trustees Meetings

Subject

Consideration and approval of Land Acknowledgement for use at Board of Trustees meetings.

Background

During the June 8, 2023 Board of Trustees meeting, Trustee Wally Webster voiced his desire to start Board meetings with a Land Acknowledgement. President Dr. Singh proposed that he could work with staff to get a statement drafted and through the appropriate approval channels with the local tribes, if the Board agreed, which they did. Dr. Singh tasked the Vice President for Equity, Inclusion and Belonging to form a committee to draft a Land Acknowledgement for the Trustees' consideration.

Dr. Yvonne Terrell-Powell formed a Land Acknowledgement committee that included Edmonds College faculty and staff. During the committee meetings, the members discussed and outlined the steps needed to develop a Land Acknowledgement that would be accepted as consistent with the values and principles of the local tribes. The members reviewed a number of local tribal Land Acknowledgements, an unofficial Land Acknowledgement used by the college, and some Land Acknowledgements used by local agencies.

After the committee's research and review, they drafted a Land Acknowledgement that was shared with the Tulalip Tribe, a federally recognized tribe of Duwamish, Snohomish, Snoqualmie, Skagit, Suiattle, Samish, and Stillaguamish people. The Land Acknowledgement was shared with a member of the Tulalip Board of Directors. He recommended that the Treaty Rights Department for Tulalip Tribe review the college's proposed Land Acknowledgement. The Land Acknowledgement was reviewed and was found to be consistent with the Tulalip Land Acknowledgement and principles.

Proposed Land Acknowledgement

We acknowledge the Coast Salish Tribes, Bands and First Nations people including the Snohomish, Duwamish, Tulalip, Suquamish, Snoqualmie and many others and their successors, as the original inhabitants of the land where Edmonds College sits and where the diverse communities we serve live, study, and work. Since time immemorial, the Coast Salish peoples have hunted, fished, gathered, and taken care of these lands. We respect their sovereignty, their right to self-determination, and honor their sacred spiritual connection with the land and water. We will strive to be honest about our past mistakes and bring about a future of inclusive indigenous partnerships that includes their families, stories, and voices to form a more just and equitable society.

This acknowledgment only becomes meaningful when combined with accountable relationships and informed actions that support student success and community engagement. This is a first step in acknowledging our history, honoring this land, and sustaining our ongoing relations with Indigenous peoples.

Recommendation

The administration of Edmonds College respectfully requests that the Board of Trustees review, discuss, and approve the Land Acknowledgement for use at the Board of Trustees meetings, at the February 15, 2024 Board meeting.



Washington Community College District 23

BOARD OF TRUSTEES
February 15, 2024

RESOLUTION #24-2-1
Approval of Land Acknowledgement to be
Read at Board of Trustees Meetings

WHEREAS, the Board of Trustees of Edmonds College District 23 has a desire to acknowledge Coast Salish Tribes, Bands and First Nations people including the Snohomish, Duwamish, Tulalip, Suquamish, Snoqualmie and many others and their successors, as the original inhabitants of the land where Edmonds College sits; and

WHEREAS, the Board of Trustees, at its June 8, 2023 regular meeting requested that college President, Dr. Amit Singh, work with staff to draft a Land Acknowledgement that would respect the wishes of the local tribes; and

WHEREAS, a committee was formed that drafted a Land Acknowledgement and received feedback from local tribal leaders; and

WHEREAS, the Board of Trustees has received a copy of the proposed Land Acknowledgement; and

WHEREAS, the Board of Trustees is committed to reading the Land Acknowledgement at their meetings in continued recognition of our history, respecting and honoring the Indigenous Peoples of the land on which we work and live, and sustaining our ongoing relations with Indigenous Peoples,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees has approved the following statement as the official Land Acknowledge that will be presented at their meetings:

We acknowledge the Coast Salish Tribes, Bands and First Nations people including the Snohomish, Duwamish, Tulalip, Suquamish, Snoqualmie and many others and their successors, as the original inhabitants of the land where Edmonds College sits and where the diverse communities we serve live, study, and work. Since time immemorial, the Coast Salish peoples have hunted, fished, gathered, and taken care of these lands. We respect their sovereignty, their right to self-determination, and honor their sacred spiritual connection with the land and water. We will strive to be honest about our past mistakes and bring about a future of inclusive indigenous partnerships that includes their families, stories, and voices to form a more just and equitable society.

This acknowledgment only becomes meaningful when combined with accountable relationships and informed actions that support student success and community engagement. This is a first step in acknowledging our history, honoring this land, and sustaining our ongoing relations with Indigenous peoples.

Dave Earling, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh

**BOARD OF TRUSTEES
February 15, 2024**

FOUNDATION REPORT

- **Fundraising Results Through January:** The total funds raised amount to \$557,067, generously contributed by 1,567 donors including individuals, corporations, and foundations. This total includes \$170,125 specifically allocated for scholarship donations. Unsolicited funds, demonstrating spontaneous donor support, contributed \$131,319. Additionally, grants from various foundations, some of which are directed towards the Food Pantry, amounted to \$177,202.
- **Foundation Scholarship Programs ("Complete the Dream" and General Scholarship):** Launched in January, these programs saw a significant increase in student outreach in partnership with the Outreach Team. Efforts reached approximately 11,000 students within the Edmonds Greater Community, with 40% being specific to Edmonds College. Over 100 different scholarships are available, offering a wide range of awards typically between \$1,000 and \$5,000. These scholarships cater to a diverse student body, including full-time, part-time, international, and undocumented students.
- **Research on Student Success Post-Scholarship:** Following discussions last year, we are collaborating with the Office of Planning, Research, and Assessment to conduct a comprehensive study on the graduation outcomes of students who received the Complete the Dream scholarship. This scholarship, aimed at supporting students in their final quarter at Edmonds College, is presumed to have a significant impact on helping students complete their degrees. Currently, we are in the process of gathering data on recipients from the past 10 years. The primary goal is to ascertain whether these scholarship recipients successfully graduated. This initiative represents only the first phase of our broader research effort. The methods and findings from this study will serve as a template for subsequent analyses of other scholarship programs within the foundation.
- **INSPIRE 2024 Event Details:** Scheduled for April 27th at the Lynnwood Convention Center, this year's INSPIRE event promises to be an engaging and vibrant occasion. A major highlight will be the Student Showcase, which has been exceptionally well-received in the past two years. This showcase will feature the remarkable talents of our students, their innovative projects, and their contributions to the community. Due to its growing popularity, the showcase has become a central and celebrated aspect of the evening. Additional features of the event include a glamorous red-carpet entry, an interactive photo booth for memorable keepsakes, and live music to create an inviting and dynamic atmosphere.
- **Launch of Impactful Programming Grants:** The Foundation is set to introduce its innovative Impactful Programming initiative, designed to financially support faculty and staff in their scholarly and creative endeavors. These grants will be allocated to cover expenses related to conducting and disseminating research, as well as completing various creative projects. The application process is slated to open in late

February, with the selection of recipients by the Programming Committee anticipated by late May. A total of \$20,000 has been allocated to fund this program, with individual applicants eligible to receive grants of up to \$3,000. This initiative underscores our commitment to fostering academic and creative excellence within our institution

- **Staff Update:**

Elaine Hall: After 8.5 years of dedicated service and enriching our community at Edmonds College, Elaine has been warmly welcomed as the Director for Philanthropy and Community Relations at Skagit College. Her enthusiasm for our institution's mission and her impactful contributions were evident throughout her tenure, making her a sought-after leader in her field. We celebrate her accomplishments here and wish her continued success in her new role.

Edmonds College Board of Trustees Trustee Diversity, Equity and Inclusion (DEI) Committee Description

Trustee Diversity, Equity and Inclusion (DEI) Committee

Purpose of the Committee

As a committee of the Board of Trustees, helps the Board identify opportunities and goals for diversity, equity, and inclusion, and monitor progress toward those goals.

- **Reports to:** Board of Trustees.
- **Staff to the Committee:** College President who is an ex-officio non-voting member of the committee.
- **Committee membership and operations:** Membership is comprised of two Board of Trustees members appointed by the Trustee Board Chair. The committee does not usurp the authority of the Board, and neither directs nor oversees staff. Committee authority is limited to advising the Board.
- **Frequency of meetings:** As necessary, estimated at 6-12 times per year.
- **Committee terms:** Committee members serve a one-year term (fiscal year). Committee members can serve up to two terms. Each year one member should rotate off so that a new member can serve which also provides continuity with one member remaining.

Scope of Work for the Committee

- Work with the College President and Board to review and analyze data regarding student success and gaps related to DEI and identify additional data or measures needed.
- Recommend to the Board measures and goals for DEI progress and success.
- Lead Board discussion on DEI topics at regular Board meetings, and recommend Board study sessions on DEI topics during the year.
- Identify DEI experts and speakers to present on occasion at regular Board meetings.
- Help to identify resources and assistance needed to be successful in DEI work.
- Help to develop high-level measures for success such as a DEI progress dashboard.
- Help to identify grant opportunities for this work if available.
- Help nurture a culture of DEI throughout the organization, and assure that all people are respected and honored.
- Assure that the Board and individual Board members are adequately educated about the basic principles and best practices in DEI, including the design of a DEI-centered organization.
- Review DEI results. Identify trends and implications and engage the Board in strategic dialogue and decision-making regarding DEI.
- Provide personal follow-up to individual Board members to support their understanding, commitment and participation.