



Agenda

Washington Community College District 23

**Board of Trustees
Special Meeting &
Study Session
October 16, 2006
Snohomish Hall 304A**

Estimated Time

p.m.

3:30 **RECEPTION ~ Honoring Alison W. Sing and Jack C. McRae**

4:30 **Call to Order – Introduction of Guests – Mauri Moore**

4:35 **Consent Agenda – Mauri Moore**

- Approval of September 15, 2006 Special Meeting Minutes
- Next meeting: Special Meeting, November 9, 2006, 5:00 p.m.

4:40 **New Business - Action**

- Election of Officers – Mauri Moore

5:00 **STUDY SESSION**

- **Ethics, Open Public Meetings and Public Disclosure** – Scott Majors, AAG
- **Connections with the Public** – Jack Oharah

6:00 **Accreditation Update** – Marty Cavalluzzi
Vice President of Instruction Annual Report – Marty Cavalluzzi

6:15 **BREAK**

6:30 **Foundation Presentation** – Anne Cassidy, Foundation Executive Director, and Mike Gianunzio, Foundation Board Chair

6:40 **Board Updates – Mauri Moore**

6:45 **Adjournment**

6:45 **RECEPTION ~ Foundation Board and Board of Trustees**

An executive session may be held for any of those items for which an executive session may be held under the Open Public Meetings Act. Action items, if any, which may be necessary to be taken as a result of matters considered in executive session.

The College will accommodate persons with disabilities who request accommodations. The facilities for this meeting are free of mobility barriers. Persons with disabilities that require the need for interpreters or taped information are asked to give one week's notice to the Office of the President, 425-640-1516.



Board of Trustees

Washington Community College District 23

Minutes September 15, 2006

DRAFT

The Edmonds Community College Board of Trustees met in special session on September 15, 2006, at the Employment Resource Center in Everett Washington. Chair Kay Field called the meeting to order at 1:00 p.m.

INTRODUCTION OF GUESTS

Trustees present: Kay Field, Mauri Moore, Alison W. Sing, and Dick Van Hollebeke

Trustee absent: Jack C. McRae

Others present: Andrea Akiyama, David Cordell, Susan Kostick, Scott Majors, Barbara Maly, Patty Michajla, Jerrilee Mosier, Jack Oharah, Marian Paananen, Eva Smith, George Smith, and Rachel Solemsaas

CONSENT AGENDA

Motion: Dick Van Hollebeke moved to approve the consent agenda. Mauri Moore seconded the motion. Motion approved.

NEXT MEETING: October 16, 2006, 4:30 p.m., Snohomish Hall 304A.

OLD BUSINESS – ACTION

Approval of Revised Board Policy B 3.3 (RN 06-9-1) – Jack Oharah

At the June 16, 2006 Board of Trustees meeting, Resolution No. 06-6-4 was approved, which allows the College to approve degree and certificate programs less than 16 credits and that do not require approval by the State Board. The practical outcome of implementation of this procedure is to relieve the Board of the time-consuming process of reviewing every certificate. Staff will be authorized to act quickly to provide certification to students who may derive employment and advancement opportunities.

As a result of the adoption of that resolution, Board Policy B 3.3 has been revised to state that the Board of Trustees “approve all new degrees and certificate programs of 16 or more credits”. The Board will be updated on all certificate programs and degrees that are approved by the College.

Motion: Alison W. Sing moved to approve Resolution No. 06-9-1. Mauri Moore seconded the motion. Motion approved.

NEW BUSINESS – ACTION

Election of Board Officers – Kay Field

The Board reviewed the schedule of officers for 2006-07, designating Alison W. Sing as Chair and Mauri Moore as Vice Chair.

Motion: Dick Van Hollebeke moved to approve the slate of officers. Kay Field seconded the motion.

Discussion followed regarding the effectiveness of this current rotation schedule. Dick Van Hollebeke raised a concern over the possibility of newer board members being rotated into the chair role. It was decided to further discuss the rotation schedule at a future board meeting or retreat with the option of revising it at that time.

Motion approved.

The Trustees and President Oharah all complimented Kay Field's leadership over the past year, and a plaque was presented to Kay.

MONITORING REPORTS

Annual Report for Vice President of Instruction – Marty Cavalluzzi

Postponed until October 16.

2005-06 Annual Financial Report – Rachel Solemsaas and Marian Paananen

\$91.5 million in revenue is divided into four parts:

- Operating – 37%
- Self-Support – 29%
- Capital – 20%
- Agency Funds – 14%

Expenses last year were \$75.2 million

Salaries and benefits are the largest expenditure – 55%

Revenue increased last year by 21%, mostly from capital. Expenditures only grew by 4%. The Operating Budget was set at \$32 million for 2005-06. The actual expenditures were \$33 million. Although the revenues ended \$800,000 higher than anticipated, there was an ending deficit of \$260,000. However, the beginning fund balance of \$4.2 million grew throughout the year to \$4.3 million due to additional revenues.

Lower enrollment has resulted in lower tuition dollars received, and there have been over-expenditures in the Students with Disabilities program. We have leveraged resources from self support and we have increased interest income.

The Board of Trustees has approved an operating budget of \$34.2 million for 2006-07. Strategies for next year's budget will include:

- Meet enrollment projections
- Program savings
- Leverage resources with self support and grants
- Continued transfer of self support FTEs

Accreditation Update – Eva Smith, Accreditation Coordinator

A project plan and schedule for the accreditation self study has recently been completed. The first step of the process has been to look at communication planning. The theme established for the process is "Through the Looking Glass". We are going to be conducting a self-examination, thinking to the future, of our mission and vision and goals for the college, and how we are doing in those areas.

There are seven phases established throughout the two-year process.

1. Form self-study groups

2. Understand, explore and evaluate our college (current) – Engage the campus in dialogue about our mission, what we do and how we do it. Research and gather evidence.
3. Tell our story – Prepare draft report.
4. Get community comments – Incorporate student and public observations into final report.
5. Send report to Commission – Prepare for evaluators’ visit.
6. Host campus visit – Evaluators engage campus in conversation and present findings.
7. Prepare for 2018 – Take action on self-study findings.

BOARD UPDATES

Student Representative – Andrea Akiyama

Attachment A

Faculty Representative – Barbara Maly

Attachment B

Classified Representative – Patti Pollardo

Attachment C

BOARD DISCUSSION

Presentation and Tour of the Employment Resource Center – Jerrilee Mosier

Jerrilee Mosier presented Bravo Awards to employees at the Employment Resource Center, Employment Security Department, and Edmonds and Everett Community Colleges, for their combined efforts in preparation for the opening of the facility. The following staff received awards: Cyndi Schaeffer, Glenn Anderson, Terry Ayers, Lee Bailey, Anthony Bayles, Earl Brown, Damian Cianci, Harry Frick, Tasha King, John Lesh, Bobbie Major, Alex McEwen, Jack McPherson, Chris Meade, Patrick Murphy, Geri Nelson, Paul Poppe, Thomas Rively, Jim Sciascia, Mike Snively, Judy Spencer, Cliff Van Sickel, James Vandecoevering, Liz Woolms, Janice Ybarra, Frank Cox, Julie Baun, Roxie Brackin, Mary Ann Durante, Luana Gilley, Annie Nguyen, Walter Rothfus, Phil Stevens and Marilyn Young.

Jerrilee Mosier also received a Bravo Award and special recognition by President Oharah and the Board of Trustees for her dedication to this effort.

A brief history of the Employment Recourse Center (ERC) was presented. In 2002, the State of Washington submitted a proposal for the assembly of the 787 airliner. In 2003, Edmonds and Everett Community Colleges submitted a proposal to operate the facility, however were unsuccessful in receiving that RFP. Instead it went to Accenture in 2004 to develop assessment curriculum. In 2006, Edmonds was contacted to assume the second phase, which was project management and the delivery of the skills assessment piece.

The ERC partnership includes Edmonds Community College, Everett Community College, Employment Security, Community Trade and Economic Development, and the Boeing Company. The staff consists of eight facilitators (four retired or current Boeing employees), four lab technicians, three administrative support, and two administrators.

Cyndi Schaeffer provided an overview of the pre-employment program. The first wave of students will be completed by December 1, 2006, and the second by December 2007. There are both day and evening classes as well as weekend classes. Boeing hires students from assessment lists and employees participate in 4-8 week post-hire training at ERC.

This program provides a critical infrastructure to support the ongoing growth and development of the aerospace manufacturing industry cluster for the State of Washington. This facility can be a foundational piece for the Advanced Materials Innovation Center. It also provides expanded visibility for this region

in aerospace and manufacturing industries as providers of cutting edge training and assessment. There will be a potential Boeing post hire training contract and ongoing relationship and future contacts with Boeing.

A tour of the Employment Resource Center concluded the presentation.

EXECUTIVE SESSION

At 3:45 p.m. the Board of Trustees entered into executive session for 20 minutes for the purpose of reviewing the performance of a public employee. At 4:05 p.m. the Board reconvened for the purpose of taking action and adjournment.

Motion: Alison W. Sing moved to approve the presidential contract as negotiated, subject to legal review. Dick Van Hollebeke seconded the motion. Motion approved.

ADJOURNMENT

The meeting was adjourned by Chair Kay Field at 4:10 p.m.

Kay Field, Chair

Date Approved

ATTEST:

Jack Oharah, Secretary

ATTACHMENT A
BOARD OF TRUSTEES
Monthly Meeting Report

STUDENT GOVERNMENT

September 15, 2006

- Excellent Training & Team Building with Triton Leadership Team and Student Government /Wenatchee Leadership Conference

- Highlights of the week: Equity and Diversity Center - 1,900 Orientation Calls
New Student Orientation: Expecting 280 students to attend as of Sept 12th.
Welcome Orientation Week: 280 international students attended.

- Executive Board Goals

- Next week: Welcome Booths + Welcome Back BBQ

Submitted by: Andrea Akiyama, Executive Officer for Administrative Liaison

ATTACHMENT B
BOARD OF TRUSTEES
Monthly Meeting Report

FEDERATION OF TEACHERS

September 15, 2006

We are welcoming eight new tenure-track faculty members:

- Erica Almeda – Developmental Education
- Rob Harrill – English
- David Jacobson – Construction Management
- Marie Johnson – Business Management
- Sarah Maki – Art
- Helen Nissani – Family Life Education
- Amy Shigley – Accounting
- Karen Townsend – Social and Human Services

as well as a number of new full-time temporary faculty, and of course an even greater number of new part-time faculty.

As you may know, there is a project underway in the State of Washington to establish common course numbering (CCN) in the CTC system. At a September meeting of Department Heads in the Humanities, Social Science, and Math/Science Divisions, the subject of CCN was brought up. Many faculty there expressed concerns about the impact of this plan on our college and on our students. The main concerns included the belief that this would entail a huge amount of work to solve a “problem” that does not really exist, that our limited resources could be better applied to activities that would directly benefit students, that the imposition of new numbers and titles will cause confusion to our own students and make advising more difficult for years to come, and the common numbering may have the effect of stifling creativity.

Submitted by: Barbara Maly, President AFT 4254

ATTACHMENT C
BOARD OF TRUSTEES
Monthly Meeting Report

WPEA/UFCW LOCAL 365

September 15, 2006

This summer was a busy time for some of our members. We had our Annual Membership Meeting August 12, 2006 at Bellevue Community College facilities and celebrated WPEA's 50th anniversary in the union business. Members from all our General Government and Higher Ed bargaining units in attendance participated in our legislative endorsement process. Several candidates were able to attend and some of our members got up to the mic and asked them questions that were important to our members and our communities. It was a very productive meeting and gave members who have never attended a convention or our first annual membership meeting a much clearer picture and understanding of all that WPEA is involved in with our members and on behalf of our members. Awards were given to outstanding members for their contributions to their bargaining units and WPEA. Resolutions for all of us to work toward were also set in motion.

Members have been working with the State Labor Council's Labor-to-Neighbor program doorbelling to encourage union members from all different unions to get out and vote. Some have been working on candidate's campaigns and helping in any way possible to educate people on the initiatives that we know will be on the ballot this year. This will definitely be an ongoing process and will also include lobbying our legislators to accept and fully fund our negotiated contract. We will also look forward to working with the college as a team to be successful in achieving all our goals, whether they are individual or mutual.

This summer has also been busy with negotiating our contract for 2007-2009. I am happy to report that we have successfully completed negotiations. It was quite a struggle with the management team doing "regressive bargaining" at times. We ended up calling in a mediator after the first day of our second week as we just weren't making the progress we needed to make and felt strongly that this would be the only way to get through the negotiating process. We will be conducting informational meetings for our members on September 14th, 19th and 21st with voting by our members to ratify the contract the afternoon and evening of the 21st. I will be going to Olympia on September 28th to help count the ballots. All of our members will know the results on the 29th.

We are also working on a couple grievances for our members and hope we can work things out to the benefit of all.

Submitted by: Patti Pollardo, Chief Job Representative
(Our "chapter" is now a "bargaining unit" and our officers and Job Representatives comprise the Job Representative Council.)

COMMUNITY CONNECTIONS

President's Office

2006-07

Jack Oharah

- South Snohomish County CEO Roundtable Group
- Snohomish County Executives Group
- Leadership Snohomish County, Advisory Committee
- Puget Sound Regional Council Prosperity Partnership, member
- Regional Economic Oversight Committee, Chair; co-author, "Snohomish County 2010: A Blueprint for Education, Workforce and Economic Development in Snohomish County"
- Snohomish County Economic Development Council, Executive Committee, chair
- South Snohomish County Chamber of Commerce, board member and past chair
- Trade Development Alliance, Ad-hoc board member
- Workforce Development Council, consultant
- Washington Community and Technical Colleges (WACTC) Corrections Education Committee, Legislative and Public Information Committee, and Strategic Planning Committee
- American Association of Community Colleges (AACC)
- Washington State Higher Education Board's Project Coordination Team assessing higher education needs for Snohomish, Island and Skagit Counties, board member
- The Puget Sound Center for Teaching, Learning and Technology, board member, past chair
- Association of Community College Trustees (ACCT)

Patty Michajla

- Presidents' Assistants of Community and Technical Colleges (PACTC), member, Budget & Professional Development Committee

COMMUNITY CONNECTIONS

Student Services

2006-2007

Wayne Anthony

Lynnwood Rotary
Snohomish County Football Officials Association
North Snohomish County Filipino-American Association

Stephanie Baron

Edmonds School District Articulation Council

Cherry Cain

Filipino- American Association of North Puget Sound
St. Mary Magdalen Church

Dulcie Chase

Amnesty International
ISNA-Islamic Society of North America
Phi Theta Kappa
PBC (Primary Biliary Cirrhosis)-Pacific Northwest
AmeriCorps
Indris Mosque (Northgate)
Northshore PTA
MSA (Muslim Student Association)
Daughters of the American Revolution

Karen Curtis

Purrfect Pals - volunteer
Greyhound Pets Inc. – sponsor
AHG – American Herbalist Guild – Washington State Chapter officer

Nanci Froemming

Seattle Textile and Rug Society - member and volunteer

Faimous Harrison

University of Washington
Seattle University
Seattle Pacific University
Seattle Public Schools
Seattle Community Colleges
SnoKing Youth Club Association
Edmonds Parks and Recreation
Lynnwood Parks and Recreation
Washington State Insurance Commissioners Office
Farmers Insurance Group
Saint Claire Mortgage
Loan Network
Shoreline School District

Edmonds School District
Shoreline Children Center
Ebenezer A.M.E. Zion Church
NEA: National Education Association
SEA: Seattle Education Association
Foremost
Griffin Underwriting
CBIC
CNA Surety
Countrywide Home Loans
Parkwood PTA

Violeta Juzon

St Thomas More - member of church group
St. Thomas More Parish – volunteer
Family Rosary - club member

Lisa Laush

St. Thomas More Parish Council in Lynnwood - Recording Secretary since 2005
Mt Baker Council –Member – 1997
Mt. Baker Council Cub Scout Pack 363- Treasurer from 2005-2006
Mt. Baker Council Boy Scout Troop 49 – News Letter Editor from 2005/2006
Alderwood Boys and Girls Club – Member
Totem Girl Scout Council, Service Unit 240/241 Edmonds Parade Coordinator – since 2000
Totem Girl Scout Council – Member and Leader since 1970
South Snohomish County Relay for Life – Luminaria Chairperson since 2005/2006

Lisa Lowe

Maplewood Paren Cooperative Elementary School - volunteer
St. Elizabeth Ann Seton Catholic Church - member

Gabrielle Musser

MoveOn.org – member

Rae Ellen Reas

Seattle Swing Club

Peter Schmidt

YWCA Displaced Homemakers Program Advisory Board
Lincoln High School Alumni
Seattle University Alumni

George Smith

ACT Washington Advisory Committee
Articulation Council
Intercollege Relations Committee
Edmonds Daybreakers Rotary
Seattle University Alumni Association
UW Alumni Association
Washington Vocational Services Advisory Committee

Nicola Smith

Lynnwood Rotary
UW Alumni Association

Shirley Sutton

Multicultural Student Services Director's Council (MSSDC)
College Women's Program Council (CWPC)
Professional Women of Color Network
Society for Human Resource Management
Heritage University (adjunct)
External Diversity Committee (CWU)
Communities of Color Coalition (3 C's)
Women of Color Leadership Project (WoCLP)
National Association for the Advancement of Colored People (NAACP)

Karen Thielke

Friends of Richmond Beach Library

Sandy Troka

US Naval Sea Cadets-Naval Station Everett
Olympic Ballet
Edmonds Arts Festival Foundation
Meadowdale HS Athletics Booster Club
Analia Chapter Order of the Eastern Star
Daybreakers Rotary

COMMUNITY CONNECTIONS

Human Resources

2006-07

Gina:

Society for HR Management

College and University Personnel Association

Snohomish County Chapter- Society for HR Management

Chris:

People's Institute

Washington Society for Training and Development

Haley:

People's Institute

Washington Society for Training and Development

Snohomish County Anti-Racism Council

Kathy:

Human Resource Management Commission

Society for Human Resource Management

The Association

College and University Personnel Association

Snohomish Country Chapter- Society for HR Management

Dispute Resolution Center

COMMUNITY CONNECTIONS

College Relations, Advancement & Resource Development

2006-07

Susan Kostick

- Joint Chambers of Commerce (South Snohomish County, Everett, Marysville and Edmonds) Legislative Government Affairs Committee
- Alderwood-Terrace Rotary Club
- Snohomish County YWCA Blue Ribbon Advisory Committee
- Council for Advancement and Support of Education (CASE) past board member
- Volunteer mentor Edmonds School District SAIL program
- I and many members of the College Relations & Advancement team represent the college and make presentations at community events, service club meetings and with the media.

Sharron Sellers

- Articulation Council
- 2007 MLK, Jr. Celebration Planning Committee
- Community Transit Marketing Committee
- Regional Communications Directors
- National Council Marketing Public Relations, immediate past district director
- Former president, Public Information Commission

Michele Graves

- State Board Community and Technical College Public Information Commission
 - NCMPR
 - Snohomish County Public Information Network
 - Pacific Northwest Writers Association
- If we include digital affiliations...I contribute to these groups...
- Edmonds CC alumni, current students hortclub2@yahoogroups.com
 - Creative Retirement Institute [Creative Retirement Institute@yahoogroups.com](mailto:Creative_Retirement_Institute@yahoogroups.com)
 - women in technology, Digital Eve de-seattle-discuss@lists.drizzle.com
 - local artists, Artists Connect ac-announcements@artists-connect.com
 - freelancers, Seattle Writers sw-discuss@lists.drizzle.com
 - interfaith events, Earth Ministry LeeAnne@earthministry.org
 - Association for the Advancement of Sustainability in Higher Education
julian@aashe.org

Parker Tenney

- PTSA member, Meridian Park Elementary School
- Volunteer Seattle Dramatist Guild
- Volunteer ArtsWest

Cinda Lewis

- PTSA Member, Syre Elementary, Shoreline School District

Anne Cassidy

- With Grace Foundation board member

COMMUNITY CONNECTIONS

Instruction

2006-2007

Machiko Akasaka

I have a connection with the Sister City of Edmonds, Hikinian, Japan. Every year the people from Hikinian come to see the EDCC campus. They are coming on 10/30 this year. There are 12 including 3 council members.

Theresa Allyn

I have been involved in a community outreach since Oct 2003. The work began as a response to the horrific flooding which took place along the highway 20 corridor. In the beginning we organized and distributed relief to families flooded out of their homes that were not eligible for FEMA dollars or who received such limited funding from that it left huge unmet needs. We now have evolved into a permanent outreach center which focuses on providing a food bank, clothing and supply center and literacy program to needy families. I serve as volunteer director of this outreach.

Marti Baker

I am currently serving on the Edmonds School District Career and Technical Education Advisory Board. This advisory committee works with the technical educators in providing feedback on programs, outcomes and accomplishments. Additionally, I am a member of the Lynnwood Elks #2171 serving as their Web Developer.

Barbara Barrett

I coordinate the Snohomish County Transition Resource Fair. This is an annual event sponsored by Sno. Co. Human Services/Special Ed Teachers/Department of Developmental Disabilities. The audience is parents, teachers, community members, we have around 350 who usually attend the free one day event. I also serve on the National Rehabilitation Association Board of Directors, I am in my first year as past president

David Breed

I volunteer as a Salmon Watcher every year with Snohomish County Surface Water Management's "salmon watch" program.

Thomas Chow

I am a member of the Association of Washington Geographers (AWG), a professional association of mainly higher education geography teachers in the state of Washington. I was a member of the Board of Directors from 1993 to 2005 and also served as Treasurer for three years. I have also given geographical slide shows for educational purposes to numerous groups in the local community over the years. Years ago I completed an economic impact statement on the Salmon Days Festival for the Issaquah Chamber of Commerce and served as the Redistricting Master for Snohomish County.

This past March I served as a questioner for the Virginia Geography Bee. It was held at Old Dominion University in Virginia Beach.

Christina Coiro

I am a leader for a family club in Samish Council Camp Fire and I also am a member of their camping committee. I am an Associate Visitor for the American Camp Association. In this capacity I visit camps to accredit them with ACA national standards.

I am a Disaster Mental Health worker for the American Red Cross, Mount Baker Chapter, and also a volunteer first aid instructor there. Also a Board Member for Sno-Isle Books

Gretchen Copeland

I serve (representing EdCC) on the Healthcare Professions Advisory Committee for the Edmonds School District's Career and Technical Education programs. I formerly taught the high school healthcare education classes, and continue to assist the current instructor in planning and program evaluation.

Pat Copeland

I am a member of the Greater Edmonds Chamber of Commerce Board of Directors. As a member of the chamber, I serve on their Economic Development Committee and participate in other committee activities such as the 4th of July Parade, and the Taste of Edmonds.

David Cordell

The ABE ESL program has a contractual relationship with Refugee and Immigrant Forum of Snohomish County, and Joyce Kruithof, our ABE ESL dept head and faculty member serves on their Board.

Erin Donohue-Zink

I have been an active volunteer with the American Lung Association since 1999.

Michael Fitch

I am a Commissioner on the Seattle Human Rights Commission. I was appointed by Mayor Nickels and chair the Public Safety Committee. I am a member of the American Bar Association (ABA), have served as their Educational Consultant and now chair site visits to colleges seeking ABA Approval for their Paralegal Education Programs. I am a member of the Washington State Bar Association and the King County Bar Association and am an elected precinct committee officer (Democrats) in the 43rd District.

Gene Fusch

I serve on two state-level professional organization boards: 1) The Manufacturing Technology Advisory Group MTAG where I serve as a board member and treasurer; 2) The Washington Industrial Technology Educators Association where I serve as a board member.

Joanna Goff

I am currently an Edmonds Arts Commissioner, which is a 4-year appointed term that reports to the city of Edmonds and its mayor. I participate in the Kennedy Center American College Theatre Festival (region VII) as a guest adjudicator for Puget Sound area colleges, as a guest presenter at the Northwest Drama Conference, and involving our theatre students in the conference's many opportunities. I am a member of Theatre Communications Group, an advocacy group for theatre professionals, both in our area and around the world.

Polly Hankin

I'm on the Editorial Board for 'Washington Park Arboretum Bulletin'. It's published four times yearly. I also contribute articles from time to time. I'm on the Education Committee of the Northwest Horticulture Society. I'm co-chair for this year's annual symposium. The topic will

be 'Sustainability in the Residential Landscape.' I'm on the Garden Planning Committee for the Elisabeth Miller Garden located in the Highlands, Shoreline, Wa. I also do some private work as a Landscape Architect

Holly Hughes

Greater Peninsula Land Trust —based in Silverdale
Stillwaters Environmental Learning Center in Kingston
Hedgebrook Writing Retreat for Women on Whidbey Island
Copper Canyon Press in Port Townsend

Jay Kenney

I am a member of the local chapter of the National Academy of Recording Arts and Sciences (the Grammy people) and AES, the Audio Engineering Society.

Linda Khandro

My website: www.lindakhandro.com shows the music work that I do for hospice, retirement homes, etc.

Joyce Kruithof

I sit on the board of RISNW (Refugee and Immigrant Services Northwest). This is an agency housed at Everett CC but serving Snohomish, Skagit and Whatcom counties. It provides social services for (mostly) newly arrived refugees and immigrants. These services include job search, employment and training referrals, bilingual counselors housed at various DSHS offices, translation and interpretation and such. They basically connect refugees with services needed to get their lives started in the US. Our college also has a contract with RISNW to provide ESL for some of their clients

Jacqueline Kulbel

I have the following Professional Community Connections: 1) Tech Writing Consulting for Community Health Center of Snohomish County – review document design, content etc. for Human Resource Director. After I began consulting on his tech writing needs, the director agreed to become a member of our BSTEC Advisory Board; 2) Member of Washington Dental Service Foundation Scholarship Committee – we review scholarship applications for dental hygienists, dental assistants and dental lab technicians. We grant approximately \$100,000 in scholarships per year.

Kay Latimer

I am a member of the Electronics Manufacturing Association and occasionally attend their meetings. I volunteer time to help run the swim meets for StingRay Swimming of Snohomish and Pacific Northwest Swimming.

Claudia Levi

City of Seattle Department of Neighborhoods: Volunteer and Tree Stewart in the Street
Tree planting program
Historic Seattle: Regular volunteer for various events
Project Management Institute (PMI): Regular member
Bellevue Community College Project Management Association (BCCPMA):
Association Officer
Cascade Bicycle club
Ski-for-all

Susan Loreen

Boards:

- *Edmonds Arts Festival Foundation Board
- *University of Washington Small Business Center Advisory Board
- *Junior Achievement Board

Other:

- *Leadership Snohomish County (2006)
- *Edmonds School District committees and articulation council
- *Tulalip Tribes educational programs
- * Connection with various businesses

Kirk Marcy

I serve as the Music Committee Chair for the Edmonds Jazz Connection, a partnership between the Edmonds Daybreakers Rotary and the College. I also am directly involved in the Edmonds Jazz Symposium, an annual event sponsored by the Edmonds School District.

Peter Martin

Since 1980 my wife and I have been on the board of trustees of the Northwest Vipassana Association, part of world wide organization that sponsors and organizes Vipassana Meditation retreats. Since 1984 we have also served as mediation teachers for the same organization and have conducted meditation retreats both here in the northwest and in many other parts of the world. For more information about Vipassana, you can check the website, www.dhamma.org. All service in the organization is on a volunteer basis, and the courses are offered with no cost to the participants.

Susanne Meslans

I serve on the Library Board for the City of Lynnwood. We serve as an advisory board, consulting with the managing librarian of the Lynnwood branch, the Sno-Isle Library District, and the Lynnwood City Council, on matters relating to library policies, procedures and plans. I am in my second term on this board.

Luke McQuade

I am a co-teacher for the Aggression Replacement Training (A.R.T.) program run by Snohomish County Juvenile Probation (they have a class at one of the high school's I work at). In addition to teaching part time at EDCC, I also am a Behavior Specialist for the Edmonds School District.

Thomas Murphy

I am a member of the Boards of Directors for the two organizations listed below.

- 1) Nearshore Cooperative Association: Partnership between local governments and environmentally related non-profit organizations collaborating in near-shore stewardship for the Snohomish and Camano Island watersheds.
- 2) Eco Encore: A Seattle based non-profit organization that recycles books and media by selling them online and donating proceeds to environmental organizations.

Beth O'Donnell

I work with the Tulalip Tribes (along with Susan Loreen) on their Tulalip College Center. This is their plan for on-location training of tribal members, their families and tribal employees. I currently teach two classes at the tribes and we plan for a course sequence that will happen over the school year. My teaching is paid for from grant monies from the Federal government. As you probably know, we also offer construction and horticulture training there.

Elizabeth Patterson

I participate in two Industry Skill Panels coordinated through the Workforce Training and Education Board.

I participate in meetings and activities run by the Health Services Careers Partnership of Snohomish County which focuses on the needs of our healthcare partners and facilities and chair the Medical Device Industry Skill Panel which focuses on the needs of Medical Device manufacturers and research companies in Snohomish and King counties.

We also work with Advisory Committees for our Allied Health Programs and our Pharmacy Technician Program and serve on advisory committees with Lake Washington Technical College (nursing), Bellingham Technical College (radiology technologist) and North Seattle CC (radiology technologist).

Jan Peterson

I (and many other ESL faculty) are members of WAESOL — Washington Association of English to Speakers of Other Languages. In my free time, I'm currently the President of the Seattle area nonprofit Swedish Cultural Society (Svenska Kulturförbundet). It's a fun way to keep up my Swedish skills and connect with 'real' Swedes living in this area.

Ken Rowe

- The Arts Council of Snohomish County, President, Board of Directors
- Animaticus Foundation, Founding Board Member, Treasurer, Director of Education and Outreach
- 2D OR NOT 2D Animated Film Festival, Festival Director. The 2D OR NOT 2D Animated Film Festival is an event organized by the Animaticus Foundation, and will be presented at the Historic Everett Theatre in Everett, Washington State, from November 17th thru 19th 2006. The theme of this inaugural event will be *'The Picture 'Till Now'*, showcasing many of the finest (and often rarely screened) classically animated masterworks from animation's past. Keynote speakers include Roy E. Disney (who will a retrospective of award-winning and/or break-through Disney short films, from "Steamboat Willie" to "Lorenzo"), internationally syndicated cartoonist Tom Wilson (who will be re-introducing the Emmy award-winning "Ziggy's Gift" TV Special... directed by Richard Williams with animation supervised by Eric Goldberg) and Tony White (who will be presenting "Endangered Species" for the first time in public as well as conducting a Q&A/signing session for his new and acclaimed new book, "ANIMATION from PENCILS to PIXELS"). www.2dornot2d.org
- Artist Trust, past Board Member, current volunteer. Artist Trust supports art at its source—the creative individual. Committed for more than 18 years to providing artists the time and resources necessary to prosper, They deliver information to tens of thousands of artists each year and have granted more than \$2.6 million in direct support to 1,266 of Washington State's most promising musicians, writers, visual and craft artists, playwrights, choreographers, composers, performers and filmmakers. www.artisttrust.org

Eva Smith

Community (volunteer):

- Interfaith Family Shelter in Everett (<http://www.tiasc.com/shelter>) - connected through service learning projects and volunteer activities.

- Work Opportunities (<http://www.workopportunities.org/>) - also service-learning project, my students and I continue to volunteer our time to develop and support systems for this organization

Professional (all volunteer):

- Data Management Association International (DAMA-I). Past officer of local chapter (for 7 years). Past VP of Certification for DAMA International Foundation. Currently serving at the international level on committees related to post-secondary education and certification, and representing the international board as liaison with the ICCP. (<http://www.dama.org>)
- Institute for Certification of Computing Professionals (ICCP). Currently on Board of Directors, representing DAMA International. (<http://www.iccp.org>)
- The International Institute of Business Analysis (IIBA). Member. Currently involved in new local chapter activities. (<http://www.theiiba.org>)
- Project Management Institute (PMI). Member since 2000. (<http://www.pmi.org>)
- University of Washington Information School. Actively involved in alumni activities for the iSchool.

Mark Staiff

I serve on the Edmonds School District's Career and Technical Education, Community Advisory Committee for the Lynnwood High School Drama Program. That's a really long title for a moderately simple task. The School district has built community advisory committees that meet at least 3 times a year for every teacher in their technical education program. In this case a committee made up of myself and other theater people from the area meet with Julianna Pereira, the Drama teacher at Lynnwood high school, to support her program and offer expert advice from a variety of perspectives. I also volunteer some free teaching and other assistance to her. For example, this Thursday, I'm going over to spend an hour or so teaching a group of her students the finer points of programming her computerized light control board.

Monica Tobin

Right now, the only community-oriented activity I am involved in is volunteering weekly at the Mountlake Terrace Food Bank.

Ed van der Bogert

Builder member, King County Building Codes Advisory and Appeals Board
Board of Directors, Master Builders Association Education Foundation

Michael Wagner

1. Vice President of the Northwest Consortium of Chemical Dependency Educators; 2. Immediate-Past President of the Chemical Dependency Professionals of WA State.

**Workforce Development and Training
Community Engagement
2006-2007**

<u>Campus Contact</u>	<u>Community Organization or Company</u>	<u>Connection(s) / Activities</u>
Anne Penny	Snohomish County Workforce Development Council (WDC)	Board Member Member – Enhanced Business Services – collaboration of Snohomish County workforce partners to connect employers with job seekers
Anne Penny	Snogold	Member - Committee on Workforce Development Snohomish County coalition of business, education, and government organized to bring to Snohomish County some of the economic benefits of the Olympics in Vancouver, B.C.
Anne Penny	Snohomish County Human Resources	Member Local organization for HR professionals; this group assists Edmonds CC with the day-long event, Mock Interviews, each spring
Anne Penny	Northwest Coalition for Older Workers	Member This is a regional coalition that works to influence public policy to the benefit of older workers in Washington, Alaska, Oregon, and Idaho.
Anne Penny	World Trade Club	Member This organization provides a forum for the business community to: Acquire practical skills for international business -- marketing, finance, and import/export procedures. Give briefings on international trade issues. Expand the understanding of business practices of U.S. trading partners. Develop long-term strategic contacts to advance international business.
Anne Penny	Business Resource Team	Member This is a local group of business, education, and governmental professionals with the primary focus to provide services and resources to new and existing businesses in Snohomish County.
Anne Penny	Lynnwood WorkSource	

Cami Smith	<p>Sampling of contacts: Edmonds Arts Commission, Lynnwood Arts Commission, Washington State Arts Commission, Woman Painters of Washington, Artist Connect (Edmonds Based Artist group), Washington Lawyers for the Arts, Artists Trust, , Soundview School, Publishing Institute, Edmonds Artwalk, Artworks, Downtown Merchants Association of Edmonds, Seattle Co-Arts, Aria Gallery</p>	Arts Now - working with on classes or speaking at their organizations
Cyndi Schaeffer	SoundAir	Job Skills Program
Cyndi Schaeffer Liz Patterson & Gene Fusch	University of Washington	Federal Aviation Administration grant CAMS NSF grant
Cyndi Schaeffer	South Snohomish County Chamber	
Cyndi Schaeffer	Snohomish County Senior Services	
Cyndi Schaeffer	Eldec	Contract
Cyndi Schaeffer	Interpoint	Contract
Cyndi Schaeffer	Citybank	Contract
Cyndi Schaeffer	Sno-Isle Library	Contract
Cyndi Schaeffer / Jerrilee Mosier	Snohomish County Economic Development Council	Shared space – Quadrant
Diana Dollar Liz Patterson & Gene Fusch Jerrilee Mosier	Everett Community College	Materials and Process Development Center Department of Labor grant CAMS NSF grant Worker Retraining Advisory Committee
Jan Strand	Cascadia Community College, Everett Community College, Shoreline Community College, Lake Washington Technical College, Bellevue Community College, North Seattle Community College	WorkFirst Roundtable – meet to compare notes on programs, review legislation pertaining to WorkFirst, meet with SBCTC members, and strategize action that needs to be taken on behalf of the WorkFirst students we serve.
Jan Strand & Anne Penny	Alderwood CSO, Cascadia Community College, Employment Security – WorkSource Lynnwood, Division of Child Support, Refugee and Immigrant Services Northwest, Service Alternatives, Snohomish County Workforce Development Council, Snohomish County Human Services, TRAC Associates, Goodwill Industries	Local Area Planning team – WorkFirst -Comprised of agencies, colleges and community-based organizations committed to serving WorkFirst parents. This group meets monthly to strategize, plan, implement, problem solve, and to create new programs to better serve TANF (Temporary Assistance for Needy Families). -Edmonds CC Business Outreach assists this group in planning and implementing the annual Multicultural Employment Fair; this fair is designed specifically to connect limited English job seekers with employers
Jerrilee Mosier	Cascadia Community College	Perkins grant

Jerrilee Mosier	Prosperity Partnership	Aerospace Cluster
Jerrilee Mosier, Cyndi Schaeffer, Jack McPherson	Boeing	Employment Resource Center
Karen Traversie	Articulation Council	
Karen Traversie & prof/tech faculty	Edmonds School District	Curriculum articulation with multiple Career and Technical Education Programs (CTE); member CTE General Advisory Committee
Karen Traversie & prof/tech faculty	Mukilteo School District	Curriculum articulation with multiple Career and Technical Education Programs (CTE); Co- Chair CTE General Advisory Committee
Karen Traversie & prof/tech faculty	Sno Isle Skills Center & Everett, Snohomish, Marysville, and Oak Harbor School Districts	Curriculum articulation with multiple Career and Technical Education Programs
Liz Patterson	Bellingham Technical College / North Seattle CC	Radiology Technician consortium; breaking down geographic barriers to create access to in demand healthcare occupation.
Liz Patterson	Highline CC / Tacoma CC	Polysomnography Technician consortium; breaking down geographic barriers to create access to in demand healthcare occupation.
Liz Patterson & Cyndi Schaeffer	Medical Device Industry Skill Panel	Medical device manufacturers and emerging “start up” medical device companies in Snohomish and King counties; assessing workforce needs to create relevant educational programs and opportunities; includes partners from 4 year institutions.
Liz Patterson / Pat Copeland/ Susan Loreen/ Jerrilee Mosier	Health Services Careers Partnership of Snohomish County	Healthcare facilities in Snohomish County / WDC; focusing on addressing the shortage of healthcare workers and creating opportunities to develop new programs and expand existing programs; includes partners from 4 year institutions.
Mel Cossette	Office of Superintendent for Public Instruction	Teacher Training Program
Mel Cossette	Materials Science and Principles of Technology Council	Working with teachers to establish baselines for training needed in these areas.
Mel Cossette	TechPrep Works –Skagit County	Tech Prep and Manufacturing
Mel Cossette/Gene Fusch	Manufacturing Technology Advisory Group	Manufacturing Training for Educational Institutions and Industry partners
Pam LeMay	Creative Retirement Institute	
Pam LeMay	Edmonds Rotary	Board member
Pam LeMay	Downtown Edmonds Merchant Association	Member

Pam LeMay	City of Edmonds: Parking Committee Puget Sound Birdfest Festival	Active committee member and secretary Committee member
Pam LeMay	College in High School	Dual credit opportunities for high school students in Edmonds, Northshore, Mukilteo School Districts and Sno Isle Skill Center
Pam LeMay	Sampling: American Heart Association, City of Lake Forest Park, City of Lynnwood, City of Shoreline, Community Transit, Edmonds School District, Employment Security Department, Everett School District, Sound Transit, University of Washington, Costco, Group Health, Lynnwood Honda, Rick Steves' Europe Through the Back Door, Willamette Dental	Nonprofit and business clients – Edmonds Conference Center
Pat Copeland	Lake Washington Technical College	Licensed Practical Nurse Program
Pat Copeland	Edmonds Chamber of Commerce	
Pat Copeland / Liz Patterson / Susan Loreen / Randy Sibley	Edmonds School District	Construction / Allied Health
Department Chairs & Deans	Professional-Technical Advisory Committees	Approximately 300 members on 20 committees

COMMUNITY CONNECTIONS

Finance and Operations

2006-07

- Cable Broadcasting system for South Snohomish cities and the county
- Dawson Place, a child advocacy center in Snohomish County
- Snohomish County Children's Commission
- Housing Hope Finance Committee
- Community of Color Coalition

**Edmonds Community College
Annual Report
To
Board of Trustees
August 2006**

Executive Summary for Instruction

Accomplishments and Issues

Accomplishments – 2005-2006

- Continued to work closely throughout the year with Student Services' leadership on issues of mutual interest and concern (advising, student recruitment and retention, Satisfactory Academic Progress policy, etc.). Held quarterly Instructional Staff-Student Services half-day retreats.
- In partnership with Student Services and College Relations, placed an increased emphasis on student recruitment and retention efforts (e.g., brought in Brian Niles, CEO of TargetX to explore interactive electronic marketing solutions).
- Completed transfer articulation agreements with WSU for Hospitality and Tourism; Edmonds School District for their construction trades students; Purdue School of Engineering and Technology, Indiana University-Purdue University Indianapolis (IUPUI) for international students in related fields; Long Island University, C.W. Post campus for international students; San Francisco State University; Washington State University School of Hospitality Business Management.
- Increased support of AmeriCorps students-in-service program, which resulted in about \$150,000 in student scholarships.
- Increased the number of Arts, Culture, and Civic Engagement offerings and college involvement with community groups in these events.
- Added the following new programs:
 1. Associate in Pre-Nursing DTA/MRP
 2. Associate in Science – Transfer, Track 2; Bioengineering and Chemical pre-Engineering Pathway
 3. Associate in Science – Transfer, Track 2; Computer and Electrical pre-Engineering Pathway
 4. Associate in Science – Transfer, Track 2; Other Engineering (mechanical, civil, aeronautical Industrial, materials science) pre-Engineering Pathway
 5. Associate in Applied Science – T Degree -- Occupational Safety & Health Technician
- Increased emphasis on interdivisional collaboration in support of various student populations. Continued to provide support for Center for Families through partial reassignment of two Early Childhood Education instructors. Collaboration between faculty groups in different instructional divisions resulted in new or revised curriculum offerings (for example, DTA in Elementary Education – almost completed; Pat Averbek [Math] is creating the Math sequence needed for this DTA [to be offered via Health & Human Services Division]).
- Participated in grant application process, resulting in numerous grants in support of instructional programs (e.g., the funded Opportunities Grant).

- Took the lead in establishing the framework for the accreditation self study: established the framework; recruited self study participants; held two campus-wide informational forums during spring quarter 2006.
- Participated at all instructional levels in various campus initiatives, including diversity efforts and college-wide indicators.
- Began planning for an honors program (draft plan to be reviewed by faculty in September 2006).
- Addressed program outcomes college-wide with follow-up work at the division level. Hosted Ruth Stiehl, an expert in outcomes assessment in faculty workshop in February 2006.
- Increased instructional support services in the library.
- Adopted college-wide syllabus requirements (effective September 2006).

Issues – 2005-2006

- Experienced flat/declining enrollment (primarily an I-5 corridor phenomenon), resulting in financial implications for college and loss of employment opportunities for a number of part-time instructors. This trend is expected to continue at least through 2007.
- Continued to face challenge of not enough resources to meet needs in the areas of staffing, equipment, supplies, library resources, classroom mediation, faculty training, and facilities.
- Continued to experience difficulty attracting applicants for part-time instructional positions—particularly in math and science.