

BOARD OF TRUSTEES**Regular Meeting****Thursday, May 9, 2024**

Meeting: 9:00am – 12:00pm

In Person: Gateway Hall, Room 352, 6600 196th Street SW, Lynnwood, WA**Zoom:** <https://us02web.zoom.us/j/88441103551>**Join by telephone:** (253) 215-8782 | **Meeting ID:** 884 4110 3551**AGENDA**

- 9:00am **1. Call to Order** Chair Dave Earling
- 9:02am **2. Land Acknowledgement**
- 9:04am **3. Introduction of Guests** Chair Dave Earling
- 9:07am **4. Approval of Meeting Minutes** Chair Dave Earling
page 3 April 18, 2024 – Regular Meeting
- 9:09am **5. Next Meeting** Chair Dave Earling
Thursday, June 13, 2024 – 3:30pm
- 9:10am **6. Transforming Lives – Student Testimonials**
- 9:20am **7. Public Comment** Chair Dave Earling
To make a public comment, you may submit it in writing to publiccomment@edmonds.edu no later than Wednesday, May 8, 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.
- 9:30am **8. President’s Report** Dr. Amit Singh
- 9:40am **9. Informational & Monitoring Reports**
a. Q3 Budget Update (10) Dr. Amit Singh, James Mulik
b. Faculty Senate Council Update (10) Dr. Rachel Wade

10:00am	10. New Business: First Consideration	
page 10	a. Consideration of Programs for Elimination	Dr. Kim Chapman
page 13	b. Consideration of ASEC Fee Budget	Kayli Short
page 16	c. Consideration of FY25 Operating Budget	Dr. Amit Singh, James Mulik
10:25am	11. Representative Reports	
	a. Student Government Representative (5)	Eshcol Mulugeta
	b. Classified Staff Representative (5)	Lia Andrews
	c. Faculty Representative (5)	Scott Haddock
10:40am	12. Break (10)	
10:50am	13. Foundation Report page 17	Tom Bull
10:55am	14. Board DEI Committee Update	Trustee Wally Webster, Trustee Courtney Wooten
11:10am	15. Board Discussion	Chair Dave Earling
	a. Trustee Updates	
	b. ACT Debrief	
	c. Other	
11:20am	16. Study Session – Running Start (25)	Nell Colyn
11:45am	17. Executive Session (15)	Chair Dave Earling
12:00pm	18. Adjournment	Chair Dave Earling

Next Regular Meeting: Thursday, June 13, 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: April 18, 2024

Location: Edmonds College, Gateway Hall 352: 6600 196th Street SW, Lynnwood, WA
 Virtual Participation via Zoom

Draft Minutes

Trustees Present: Dave Earling, Chair (arriving late); Carl Zapora, Vice Chair; Bryanna Artellano; Adrienne Wagner; Wally Webster (arriving late); Courtney Wooten (arriving late)

Trustees Absent: None

Others Present:

Dr. Amit Singh, President
 Sara King, Assistant Attorney General
 Scott Haddock, Faculty Union Representative
 Eshcol Mulugeta, Associated Students of Edmonds College Representative
 Lia Andrews, Classified Staff Union Representative
 Dr. Mari Acob-Nash, Vice President for Enrollment and Student Services
 Tom Bull, Executive Director of the Edmonds College Foundation
 Kim Chapman, Vice President for Instruction
 Dr. Jorge de la Torre, Vice President for Student Engagement & Support, and Special Assistant to the President

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 and Trustee Webster had prior engagements and made arrangements to arrive late to the meeting. Vice Chair Zapora chaired the meeting until Chair Earling arrived.

Vice Chair Zapora called the meeting to order at 3:30pm, and welcomed those present. He noted that while there was a quorum of three trustees present, there wasn't a voting majority (four trustees) present. He rearranged the agenda order to do reporting and informational items until a majority was present.

LAND ACKNOWLEDGEMENT

Dr. Yvonne Terrell-Powell, Vice President for Equity, Inclusion, and Belonging read the Land Acknowledgement.

INTRODUCTIONS

Vice Chair Zapora led introductions of the trustees; Dr. Singh led introductions of the President's Leadership Team, AAG, and Representatives.

NEXT MEETING

The next meeting will take place on Thursday, May 9, 2024 at 9:00am in Gateway Hall.

TRANSFORMING LIVES

Dr. Carey Schroyer, Dean of the STEM, introduced STEM students who shared their stories as follows:

Kylie Prescott, a student in the physics-aerospace mechanics program, and Nic Giovine, a student who is studying environmental engineering with a focus on coastal waters, are co-presidents of the Edmonds College Chapter of Society of Women Engineers (SWE). Many SWE chapters focus on outreach, but they wanted to be hands-on as well as inclusive. They got the club back up and running after COVID, and began working on a remotely operated vehicle (ROV) project to enter into an international competition. Half of the project is about building the robot, and the other half is producing a rigorous technical report presenting themselves and their work as a corporation. Ms. Prescott and Ms. Giovine collaborated with robotics and business students, as well as with local fisheries to see how they might use an underwater ROV. They see the club as a way to bring people together from across the college and community and work to make sure everyone knows that having no experience is not a barrier to participation.

Maddy Gregory is a physics student who has finished her Associates of Science transfer degree and built a fully electric cloud chamber - a device that makes radiation visible. Her background in software development and physics enabled her to explore making a reusable cloud chamber that could be easily transported and thus available to a wider range of users. She expressed her gratitude to having the funding and support to explore her ideas and bring them to life at Edmonds College.

The trustees thanked Ms. Prescott, Ms. Giovine, and Ms. Gregory for their trailblazing work, which is impressive and exciting.

APPROVAL OF MEETING MINUTES

March 5, 2024 Minutes

Trustee Wooten joined the meeting and with a voting majority present, Vice Chair Zapora called for a motion to approve the minutes from the March 5, 2024 joint study session with the Edmonds School District Board, which was made by Trustee Wagner, seconded by Trustee Wooten, and unanimously approved.

Approved

March 21, 2024 Minutes

It was pointed out that the date of the March 21, 2024 minutes was incorrectly listed on the meeting agenda. Vice Chair Zapora called for a motion to approve the minutes from the March 21, 2024 meeting, which was made by Trustee Wagner and seconded by Trustee Wooten, and unanimously approved.

Approved

PUBLIC COMMENTS

No public comments were received in writing and none were given in person.

PRESIDENT'S REPORT

Dr. Singh thanked everyone including the Board, Faculty, and Staff, for their participation in the recent accreditation visit, held the week prior. The visit required a lot of effort on the part of many people, and the cross-college collaboration that happened was very special.

Spring Quarter began on April 1, and enrollments are up 15% overall. State FTE enrollments are up 11%, Running Start is up by 17%, and International Enrollment is down 5%. He thanked everyone across campus for their efforts on behalf of students.

Vice Chair Zapora echoed Dr. Singh's thanks for the collaborative accreditation visit.

INFORMATIONAL & MONITORING REPORTS

DEI Art Installation Update

Dr. Singh gave an update on the trustees' previous request to explore erecting a Diversity, Equity and Inclusion monument. The Lynnwood Hall renovation will create the physical space to do this, as was reported to the Board last October. The discussion is ongoing with the architects, and more details will be shared with the Board at the June meeting. He shared a few slides of the Lynnwood Hall spaces. The outside site would require additional cost, while the inside site may have existing art funding attached. The creative team is working on a proposal to make sure both sites compliment each other, and will present their ideas to the Board in June.

REPRESENTATIVE REPORTS

WPEA Representative - Lia Andrews reported that the accreditation visit went very well, and the level of engagement made her proud to work at the college. She said the staff forum was important to ongoing improvement and thanked the leadership for making it possible. WPEA is meeting with candidates for office in the upcoming election to interview them and then award endorsements. The bargaining team is preparing for negotiations with the state and EC's Manda Pelly is part of that team. Ms. Andrews reported that recruitment and retention are high priority as well as raising starting salaries to meet the cost of living in our area.

AFT Representative - Scott Haddock reported that the AFT collective bargaining agreement is now in full effect. Three information sessions have been held and were well attended. He thanked HR for their work, and thanked the faculty for their work to prepare and participate in the accreditation visit.

FOUNDATION REPORT

Tom Bull, Executive Director of the Edmonds College Foundation, reported that year-to-date fundraising results are \$632K. The INSPIRE event on April 27 is promising to be exciting. The staff is working on details and the online auction will go live on Sunday, April 21. In addition, the Foundation Board is in the process of welcoming four new members, and transitioning Board leadership.

OLD BUSINESS: SECOND CONSIDERATION AND FINAL ACTION

Chair Earling joined the meeting and thanked Vice Chair Zapora for stepping in during his absence.

Approval of Tenure Status for Taylor Smith

Dr. Kim Chapman introduced the agenda item, noting the faculty go through nine quarters of rigorous review and evaluation during the tenure process. Dean Karen Townsend introduced nursing faculty member Taylor Smith.

The Board invited Ms. Smith to discuss her tenure packet and to hear feedback from the trustees on the materials. The trustees thanked her for her work helping students go into the nursing profession.

Chair Earling asked for a motion to approve **Resolution #24-4-1, Approval of Tenure for Taylor Smith**, which was made by Trustee Wooten and seconded by Trustee Wagner. The motion was approved, with Trustee Artellano abstaining.

Approved

Approval of Continuing Tenure Probationary Status

Dr. Chapman presented candidates for continuing tenure probationary status moving from second year to third year - Rachel Phillips (College Prep), Leslie Rossman (Communication), Hsinmei (May) Lin (English), Allison Kuklok (Philosophy), Ted Chen (Paralegal), Roxanne Green (Social and Human Services), Jaehan Park (English Language Acquisition), Uzair Muhammad (Mathematics), Pablo Pedrosa Diaz (Advanced Manufacturing and Materials Engineering Technology), Yiren Yue (Biology), Jesse Moore (Engineering Technology), Frank Kadwell (Information Technology Application Development); and first year candidates moving to second year - Yoon Han (Accounting), Anna Truss (Computer Information Systems), Maria de Zuviria Padlock (Computer Science), Julio Garibay (Computer Science), Jackie Sheppard (English Language Acquisition), Lily Fox (High School Completion), Sarah Gray (Library), Jennifer Casperson (Nursing), Penny Watridge (Nursing), Nina Kunimoto (Sociology).

Vice Chair Earling asked for a motion to approve **Resolution #24-4-2, Approval of Continuing Tenure Probationary Status**, which was made by Trustee Wooten, seconded by Trustee Wagner, and approved, with Trustee Artellano abstaining.

Approved

Approval of Candidates for Professional Leave

Dr. Singh stated that due to the new collective bargaining agreement with the faculty union, professional leave is now compensated at 100% of the faculty member's salary, and that change had been noted in the background information for the agenda item.

Chair Earling called for a motion to approve **Resolution #24-4-3, Professional Leave Requests for the 2024-2025 Academic Year - Tenured Faculty**, granting leave to Michelle Hubbard, Steven Hailey, and Jeannie Nieman, which was made by Trustee Wagner, seconded by Trustee Wooten, and approved, with Trustee Artellano abstaining.

Approved

Approval of New Program - Pre-Healthcare Certificate in Allied Health

Chair Earling called for a motion to approve **Resolution #24-4-4, Approval of New Academic Program: Allied Health Education - Pre-Healthcare Certificate**, which was made by Vice Chair Zapora, seconded by Trustee Wagner, and unanimously approved.

Approved

Approval of ASEC 2024-25 Fee Budget

To follow up on the question from the last meeting regarding what funding is available to offset the impact of fees, Dr. Singh shared information regarding the Washington College Grant that is available to students depending on their income level. Chair Earling called for a motion to approve **Resolution #24-4-5, Approval of ASEC Services and Activities and Self-Assessed Fee Rates FY 2024-25**, which was made by Trustee Wagner, seconded by Trustee Wooten, and unanimously approved.

Approved

Approval of Real Estate Acquisition: Rainier Place

Dr. Singh and Dr. Jorge de la Torre, Vice President for Student Engagement and Support, outlined the proposal to acquire student dormitory Rainier Place, including a 20-year profit/loss forecast for the most conservative scenario that shows rents going up at a rate lower than it currently does for the first few years and then rising to 2% for a couple of years and finally rising to 3% for the last 8 or 9 years, and with an annualized occupancy of 65%, which is also lower than current rates. This scenario still shows a net profit of \$4.3M.

Vice Chair Zapora asked about capital expenses, of which Dr. Singh said about \$150K has been built into the projections, but anything above that would be sourced from the net revenue.

Chair Earling called for a motion to approve **Resolution #24-4-6 Approval of Real Estate Acquisition: Rainier Place**, which was made by Vice Chair Zapora, seconded by Trustee Wooten, and unanimously approved.
Approved

BREAK

At 4:46pm, Chair Earling adjourned the meeting for a 10-minute break, returning at 4:56pm.

At 4:56pm, Chair Earling reconvened the meeting in open session.

BOARD DEI COMMITTEE UPDATE

Trustee Wooten reported that she and Trustee Webster had begun to meet, and had decided to study completion data which could show where the college could focus its efforts, and in addition, would be looking at DEI training for the Board.

BOARD DISCUSSION

Chair Earling opened the floor for updates from trustees:

Trustee Wooten shared that she had attended a recent North Puget Sound Conference on Race, presented at Everett Community College, which was a great opportunity to learn; and she will also be attending the upcoming Leadership Snohomish County's Step-Up Conference on Racial Equity.

Trustee Wagner shared that former student Ahmad Hilal Abid was one of four finalists in Snohomish County's Emerging Leaders, which was wonderful to see. Leadership Launch, where she is the new executive director, will be holding an open house launch event on May 24, which is free, open to the community, and student-led.

Chair Earling shared that the accreditation visit was very energizing. Final results won't be available until later, but he felt the meeting with the trustees was great, and that the feedback overall was very positive.

STUDY SESSION - STEM Support Programs

Dr. Schroyer, Dean of STEM, and colleagues Cassandra Schmitt, MESA Director, and Sandra Hernandez, AmeriCorps MESA Marketing and Community Coordinator, shared information about three STEM support programs -- MESA, STEM Study Room, and Undergraduate Research as follows:

- The job market demands STEM-related skills and knowledge; there has been a 79% increase in STEM employment since 1990 and average salary for STEM workers is \$100K+ a year
- Key STEM program components are: success, motivation, innovative ideas, retention; and collaboration skills
- **The Mathematics, Engineering, Science Achievement (MESA)** program is an Americorps program that empowers underrepresented students by providing a community that supports their pathway to higher education in STEM; it is located in Hazel Miller Hall 206.
 - EC's MESA program demographics are majority women and historically underrepresented students
 - The centralized drop-in academic support Student Center offers faculty office hours in competitive STEM subjects, transfer assistance from student ambassadors, and MESA student tutors
 - The pass rates and Fall to Winter persistence is very near or higher for MESA students than the general population at Edmonds College

- For the current academic year the capacity of the program is 100 students, and there are currently 82 participating. 12 have completed their intended programs; 9 have been admitted to universities for the coming year and 20 are awaiting responses. 40 from the current year will continue at EC next year.
- **STEM Study Room**
 - Located in Hazel Miller Hall 208, the STEM Study Room offers free, drop-in academic support from tutors and faculty holding office hours; resources from students (chromebooks, calculators, textbooks, study guides, snacks); and it facilitates community, connection, and collaboration between STEM students and faculty
 - The goals are increased completion, retention, and number of students successfully completing degrees in STEM
 - There have been 2,408 uses so far this year
 - Student Pass Rates: Fall 2021 to Fall 2023 -- Students who used the STEM Study Room had higher pass rates (2.0 or higher) than the overall student pass rate for all college courses
 - Student Persistence: Students who used the STEM Study Room had higher Fall to Winter persistence rates than overall college persistence rates for new students for the same period.
 - Relationships in STEM Education (RiSE) Peer Mentor Program is located in the STEM Study room and helps students feel they belong in STEM and can be successful in college and life by matching them with peers who support their growth as people and students; mentors and mentees meet bi-weekly and discuss how they're doing, resources, goals, transfer processes, professional skills, and life
- STEM and MESA hold events throughout the year:
 - Fall Kickoff
 - Transfer Application Workshops
 - STEM Advising Sessions
 - Spring Celebration
- Undergraduate Research (UGR)
 - UGR brings the following benefits to students: Success, Self-Confidence and Belonging; Transferable Skills; Career Exploration; and Scholarship
 - 140 students participate in the showcase event from across the college

The trustees thanked Dr. Schroyer, Ms. Schmitt and Ms. Hernandez for their impressive presentation.

EXECUTIVE SESSION

Chair Earling reported that there would be no Executive Session.

ADJOURNMENT

The meeting was adjourned by Chair Earling at 5:44pm.

Next Meeting: The next regular Board meeting will be held Thursday, May 9, 2024 at 9:00am.

Dave Earling, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

BACKGROUND

INSTRUCTIONAL PROGRAMS PROPOSED FOR ELIMINATION FOR 2024-2025

Subject

Board of Trustees approval to eliminate three instructional programs.

Background

Listed below are three instructional program eliminations being submitted to the Board for their consideration. Background information for this proposal is attached.

BUSINESS

1. Business - Credit Management Specialization Associate of Technical Arts

HEALTH AND HUMAN SERVICES - Family Support Studies

2. Family Support Studies Associate of Arts Degree Transfer to Washington State University

STEM - Engineering Technology

3. Basic Electronics Certificate

Recommendation

The administration of Edmonds College recommends that the Board of Trustees consider the proposed program eliminations at the May 9, 2024 meeting and approve the eliminations as presented, at the June 13, 2024 meeting.

2024-2025 ELIMINATION REQUESTS

Programs requesting inactivation status are not brought forward to the Board of Trustees. Inactivation is a three year hiatus, at which time the instructional division decides to either eliminate altogether or reinstate; both processes require Board of Trustees consideration and approval.

PROGRAMS REQUESTING ELIMINATION

20 Credits or More Require Board of Trustees Consideration and Action
The following programs are requesting approval for immediate elimination.

BUSINESS DIVISION

Division	Business Division
Department	Business
Program Name (Type)	Business - Credit Management Specialization Associate of Technical Arts
PlanStack/CIP Code (Classification of Instructional Programs)	BAMCMAPT/52.0201
Credits	90
Effective YRQ	Summer 2024
Rationale	The community partner for this program no longer needs it and the courses have been stored.
Number of Graduates/ Year/Quarter (YRQ)	0/ Winter 2017
FTES	None
Number Still in Program	None
Teach Out Required	There were 10 students coded to this program in the last 8 quarters.

Division	Health and Human Services
Department	Family Support Studies
Program Name (Type)	Family Support Studies Associate of Arts Degree Transfer to Washington State University
PlanStack/CIP Code (Classification of Instructional Programs)	LASFUAA/44.0702
Credits	91
Effective YRQ	Summer 2024

Rationale	The degree is no longer relevant to the FSS program. The faculty have done a major review and curriculum update for the FSS curriculum, working with the Title III team to prepare a fully online AAS-T and certificate program. The small number of FSS courses able to be included on this DTA do not cover sufficient skills or concepts related to Family Support Studies, and would not lead to employment in the field. Students who wish to complete a DTA can choose the general DTA and include electives for some of the curriculum, as was covered by this FSS DTA. Students who would like to enter the career area of Family Support Studies will be advised into the AAS-T program, which also allows easy transition into our BAS in Child, Youth, and Family Studies. The Advisory Board for the SHS program discussed this elimination, and voted to approve it.
Number of Graduates/Year/Quarter (YRQ)	14/Summer 2017
FTES	None
Number Still in Program	None
Teach Out Required	14 have been coded in this program in the last 8 quarters

Division	STEM
Department	Engineering Technology
Program Name (Type)	Basic Electronics Certificate
PlanStack/CIP Code (Classification of Instructional Programs)	ECTBEC20/15.0303
Credits	32
Effective YRQ	Summer 2024
Rationale	This program is no longer used since the Electronics program was transitioned to the Mechatronics program.

[Link to ETEC PDF](#)

**BACKGROUND
FISCAL YEAR 2024 - 2025
SERVICES & ACTIVITIES FEE BUDGET**

Subject

Proposed Associated Students of Edmonds College (ASEC) Services and Activities Fee Budget for (FY) 2024-25.

Background

The ASEC budget development process is outlined in the ASEC Financial Code and RCW 28B.15.045. The ASEC Services and Activities (S&A) Fee Budget Committee has balanced the proposed budget following the process, timeline, and guidelines contained in the ASEC Financial Code.

The following budget is submitted for consideration:

Total S&A Fee Budget= \$1,823,830

2024-25 S&A Fee Projected Revenue = \$1,346,602

Fund Balance Allocation = \$477,228

The 2024-25 S&A Fee Budget Committee developed the budget based on account directors' proposals, preliminary balance hearings, and administrative review. The committee reviewed all accounts and analyzed each budget request thoroughly using a variety of approaches in allocating the budgets. This includes written applications, the account directors' input at the budget hearings, presentations, and the rationale used by the account directors for the items requested. The S&A Fee Committee analyzed the budget with the philosophy to cut as many non-essential requests as possible, given the lower fee revenue and the current financial position of the Student Government and the college as a whole.

The committee was committed to promoting fairness and transparency in programs across the board. Maximum amounts were established for various account lines to ensure a fair distribution of resources. Despite increases to minimum wage and other costs, the committee was determined to reduce the budget deficit.

The 2022-23 ASEC Executive Board approved the allocation of \$200,000 for both FY 2023-24 and 2024-25, at the request of the college, from the 522 Fund Balance to help fund CSEL Staffing. This is reflected in the S&A Fee budget, as it comes from the 522 Fund Balance. The funding supports the salaries of multiple CSEL positions, including the Director of CSEL, Center for Student Cultural Diversity and Inclusion Program Specialist 3, and the CSEL Program Manager.

The Associated Students of Edmonds College approved the transfer of \$477,228 from the ASEC fund balance for the 2024-25 S&A Fee Budget.

The most notable changes in the 2024-25 budget:

- A reduction in Services for Students with Disabilities by \$18,000 due to reduced spending for the programmer, tutors, and events:
 - SSD has consistently had a surplus in its budget, so the committee felt it was appropriate to reduce the funding to a more accurate expectation of expenditures for 2024-25.
- With the introduction of an Americorp coordinator, there was no need to fund as many Food Pantry assistants through the S&A Fee budget.
- Elimination of the Assistant to the Executive Board Position
- The reduction in the Student Technology Advice and Resource Team’s funding from the S&A Fee:
 - The committee felt that START’s current purpose does not fall under the category of student activities, which is described as any college co-curricular or extracurricular activity.
 - While college employees may be funded via the S&A Fee in student programs, the funds cannot be used to support normal maintenance and operation functions of the college.
- Reduction in tutors for Learning Support Center, SSD, and STEM Study Room.
 - The S&A Fee budget committee felt that with the number of tutoring centers: MESA, STEM study room, SSD, and TRIO, these programs may have resources that overlap.
 - The committee hoped for increased collaboration between tutoring programs and wanted clarification as to whether tutoring programs were included as critical operations of the college.
- Reduction in MESA as they switched from scholarships to conferences:
 - MESA did not require adequate consideration for scholarships, and the Executive Board required that MESA changed how their funds were spent.
- After considering previous spending from the building fund, the committee felt that the reduction in Building fund from \$100,000 to \$75,000 amount was adequate for next year’s required maintenance of the Triton Student Center.
- The committee approved the reduction in the 2024-25 unallocated reserve fund to the minimum of 5% of the estimated revenue.
- The S&A Fee Committee made an effort to cut anywhere it could. The total amount requested by account directors at the beginning of the S&A Fee process was \$35,781 above last year's budget, and the committee cut \$208,855 from the original requests.

Recommendation

The S&A Fee Budget Committee recommends that the Board of Trustees approve the proposed FY 2024-25 ASEC Services and Activities Fee Budget as submitted, at the June 13th, 2024 Board of Trustees meeting



2024-25 Services and Activities Fee Budget

Account	Program	2024-25	Percent Change	Difference
80200	Game Room	\$28,609	18%	\$4,306
80500	CSEL Welcome Desk	\$28,444	-8%	-\$2,363
81100	ASEC Executive Board	\$84,856	-5%	-\$4,075
81170	Legislative Action	\$675	-28%	-\$260
81400	Student Leadership Training	\$10,739	0%	\$0
82100	Student Activities Supervision	\$88,207	-2%	-\$1,801
82110	ASEC Funding of CSEL Professional Staff	\$200,000	0%	\$0
82150	Intramural Programmer	\$8,008	0%	\$31
82200	Triton Talks	\$19,500	0%	\$0
82350	Student Technology Advice and Resource Team	\$26,804	-29%	-\$11,056
82400	Student Activities & Programming	\$23,050	-21%	-\$6,105
82520	Food Pantry	\$22,068	-48%	-\$20,287
82800	Commencement	\$20,245	0%	\$0
82850	Awards Dessert	\$5,600	0%	\$0
82920	Services for Students with Disabilities	\$24,006	-43%	-\$18,329
83050	International Mentors	\$9,442	6%	\$554
83130	Center for Service Learning	\$18,539	-12%	-\$2,544
83150	Residential Life Program	\$33,400	0%	\$0
83250	Visual Arts Event Programmer	\$4,177	-15%	-\$741
83300	Childcare	\$194,725	-2%	-\$4,864
83350	Wellness and Health Promotion	\$3,000	-3%	-\$108
83400	Learning Support Center	\$75,487	-30%	-\$32,682
83600	Center for Student Cultural Diversity and Inclusion	\$56,486	-4%	-\$2,342
83770	MESA Activities	\$17,000	-15%	-\$3,000
84050	Career Action Center Events	\$4,500	-36%	-\$2,500
84080	Leadership is You! Conference	\$6,500	0%	\$0
84100	Student Organizations	\$32,955	1%	\$219
86100	Student Newspaper: The Triton Review	\$11,282	-4%	-\$523
86200	Triton Life Newsletter	\$1,216	0%	\$0
86400	Publicity/Marketing	\$9,355	-5%	-\$472
86600	Printing	\$1,000	5%	\$45
86700	Digital Signage	\$8,221	7%	\$503
86800	Black Box Theatre	\$15,005	3%	\$405
87050	Athletic Scholarships	\$48,000	0%	\$0
87100	Athletic Administration	\$111,809	4%	\$3,855
87110	Athletic Official Fees	\$43,000	0%	\$0
87120	Post-Season Travel	\$5,000	0%	\$0
87130	Athletic Travel	\$106,809	0%	\$0
87140	Athletic Uniform Schedule	\$6,640	0%	\$0
87200	Men's Soccer	\$1,000	0%	\$0
87250	Women's Soccer	\$1,000	0%	\$0
87300	Men's Basketball	\$1,000	0%	\$0
87400	Baseball	\$2,000	0%	\$0
87500	Volleyball	\$2,500	-2%	-\$44
87600	Women's Basketball	\$1,000	0%	\$0
87700	Softball	\$1,000	0%	\$0
87950	Athletic Facilities	\$12,450	0%	\$0
88050	Concert Band	\$5,400	9%	\$450
88100	Jazz & Salsa Band	\$6,180	-44%	-\$4,870
88200	Soundsation	\$10,930	6%	\$665
88500	Symphonic Choir	\$7,496	1%	\$50
88550	Music Licensing	\$6,100	-3%	-\$208
88600	Music Programmer	\$8,462	-18%	-\$1,900
88650	Music Scholarships	\$12,500	0%	\$0
88700	OIP Programmer	\$12,991	23%	\$2,414
88710	STEM Study Room	\$43,551	-10%	-\$4,719
88730	Women's Cross Country	\$1,581	0%	\$0
88740	Men's Cross Country	\$1,581	0%	\$0
88760	BEE Program	\$3,419	3%	\$114
80100	ASEC Position Statement Funding CSEL Staff	\$125,000	0%	\$0
89400	Building Fund	\$75,000	-25%	-\$25,000
89200	Unallocated Reserve	\$67,330	-21%	-\$18,237
	Totals	\$1,823,830	-8%	-\$155,420

BACKGROUND

2024-25 COLLEGE OPERATING BUDGET

Subject

First consideration of the 2024-25 College Operating Budget.

Background

While the State Board for Community and Technical Colleges has provided the College with a projected allocation for 2024-25, that allocation is still in draft status and subject to further adjustments before being finalized.

Working with the draft allocation from the State Board, along with our estimates for year-end and our projections for enrollment-driven revenue for this coming fiscal year, the Business Office has put together a projected budget plan for 2024-2025, with a shortfall of about \$900K.

The past few years have been extremely challenging for the College budget, and 2024-25 will require continued, careful management of resources. While prior to COVID-19, our revenue forecasts were quite accurate, it has been much more difficult to forecast certain revenue lines at this time.

Although it is possible that there may be changes in the initial state allocation between now and when it is released, no major adjustments are expected at this time. Upon receipt of the final 2024-25 allocation from the State Board, the College will adjust its final 2024-25 budget proposal (as necessary) for presentation, review, and approval at the June 2024 Board of Trustees meeting.

The initial budget presented reflects all of the aforementioned elements.

Recommendation

The President and the President's Leadership Team recommend that the Board of Trustees approve the 2024-25 College Operating Budget, first presented at the May 9, 2024 Board of Trustees meeting, with the understanding that changes may be made prior to the second consideration at the June 13, 2024 meeting based upon new information received regarding the state allocation.

FOUNDATION REPORT

Fundraising Results Through April

The total funds raised amounts to **\$906,263**, contributed by 1,689 donors including individuals, corporations, and foundations. Grants and foundation gifts totals \$349,165. Other totals include \$201,255 allocated for scholarship donations. And, unsolicited funds contribution equals \$155,080.

INSPIRE 2024 Event

Our event, INSPIRE 2024, was held on Saturday, April 27 and was a great success. We had 295 guests in attendance and raised approximately \$230,000. We are pleased to report that all sponsorship spots were filled, thanks in part to a pivotal commitment from the Student Government. The College showcase featured 15 presentations that highlighted the talents of our students, faculty, and staff, celebrating the diverse abilities within our community. Dates for 2025 and 2026 are set.

Board Operations Committee Update

On April 12, 2024, the Board Operations Committee convened to evaluate four prospective members for the Edmonds College Foundation Board. Following the review, the committee unanimously recommended the following individuals for approval:

- **Sashank Kalokhe:** With robust management and business experience at Premera Blue Cross and Kaiser Permanente, Sashank is endorsed by board member Abraham Matthews. His volunteer work with post-hospital care patients and dedication to educational accessibility make him an invaluable asset.
- **John Pribble:** Recommended by Steve Carter, John brings extensive expertise from the pharmaceutical sector and a strong commitment to community service, enhancing our board's depth in strategic management and community outreach.
- **Oliver Whitehead:** Introduced by Brian Donaldson, Oliver's role as COO of Prime Electric and his active participation on several significant boards position him as a key contributor to our strategic initiatives.
- **Megan Wood:** A stalwart community figure in Edmonds, Megan's involvement with Harbor Square Athletic Club, Holy Rosary Church, and St. Luke's School, coupled with her extensive volunteer work, fortifies our community relations.

We are excited about the potential these candidates bring to our board and look forward to their contributions to our mission.