

BOARD OF TRUSTEES**Regular Meeting****Thursday, September 19, 2024**

Meeting: 3:30pm – 6:30pm

In Person: Gateway Hall, Room 352, 6600 196th Street SW, Lynnwood, WA**Zoom:** <https://us02web.zoom.us/j/81941392816>**Join by telephone:** (253) 215-8782 | **Meeting ID:** 819 4139 2816**AGENDA**

- | | | |
|--------|---|--|
| 3:30pm | 1. Call to Order | Chair Carl Zapora |
| 3:31pm | 2. Land Acknowledgement | |
| 3:34pm | 3. Introduction of Guests | Chair Carl Zapora |
| 3:37pm | 4. Approval of Meeting Minutes | Chair Carl Zapora |
| | page 3 | a. June 13, 2024 – Regular Meeting |
| | page 9 | b. July 29, 2024 – Special Meeting |
| | page 12 | c. August 8-9, 2024 – Summer Study Session |
| 3:39pm | 5. Next Meeting | Chair Carl Zapora |
| | Thursday, October 17, 2024 | |
| 3:40pm | 6. Public Comment | Chair Carl Zapora |
| | To make a public comment, you may submit it in writing to publiccomment@edmonds.edu no later than Wednesday, September 18, 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. | |
| 3:50pm | 7. President’s Report | Dr. Amit Singh |
| 4:00pm | 8. Old Business: Second Consideration & Final Action | |
| | page 23 | Approval of 2024-25 College Priorities |
| | page 25 | RESOLUTION #24-9-1 |
| 4:35pm | 9. New Business: First Consideration | |
| | page 26 | Consideration of 2025 Board Meeting Dates |
| | | Chair Carl Zapora |

4:40pm	10. Representative Reports	
	a. Student Government Representative (5)	Ruth Nakigozi
	b. Classified Staff Representative (5)	Lia Andrews
	c. Faculty Representative (5)	Scott Haddock
4:55pm	11. Foundation Report page 27	Tom Bull
5:00pm	12. Break	
5:10pm	13. Board DEI Committee Report	Trustee Wally Webster, Trustee Courtney Wooten
5:20pm	14. Board Discussion	Chair Carl Zapora
	a. Trustee Updates	
	b. Recognition of Outgoing Chair	
	c. Other	
5:35pm	15. Study Session: Analyzing Labor Market Data to Stay Relevant	Kristi Lagrutta
6:15pm	16. Executive Session	Chair Carl Zapora
6:30pm	17. Adjournment	Chair Carl Zapora

Next Regular Meeting: October 17, 2024

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: June 13, 2024

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

Draft Minutes

Trustees Present: Carl Zapora, Vice Chair (arrived 4:40pm); Bryanna Artellano (arrived 3:40pm); Adrienne Wagner; Wally Webster; Courtney Wooten; Dave Earling, Chair (joined executive session and vote in open session thereafter)

Trustees Excused:

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
Dr. Kim Chapman, Vice President for Instruction
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

Dr. Amit Singh, President, called the meeting to order at 3:30pm, and welcomed those present. He shared that Chair Earling would not be able to attend the meeting until the executive session at the end, and that Vice Chair Zapora would be joining the meeting at 4:30pm and chair it at that time. Until then, per Board procedure 1.01pr - Bylaws, Dr. Singh, the Secretary of the Board, would serve as chair.

LAND ACKNOWLEDGEMENT

Trustee Wagner read the Land Acknowledgement.

INTRODUCTIONS

Dr. Singh led introductions of the Board, AAG, leadership team, and representatives.

NEXT MEETING

The next meeting will be the Summer Study Session on August 8 and 9, 2024.

TRANSFORMING LIVES

Terry Lott Jr., a former student of Edmonds College, joined the meeting to share a little about his educational journey. He graduated in 2022 with a Bachelor of Applied Science in Child, Youth and Family Services, 25 years after he started his college education. In 1997, as a teenage father, he was taking classes to be a history teacher. On his final exam day, his infant daughter was dropped off with him at the college. He couldn't find anyone to help, and was unable to take his finals. He left with his baby and caught a bus home, feeling despondent. He faced a decade of single parent struggles, involvement in the criminal justice system, and homelessness. Eventually he became a graphic designer and provided for his family with a six-figure income. But in 2018, he quit his job in search of something more meaningful. He came back to Edmonds College and visited the worker retraining program, telling the staff that he wanted to be the one caring adult that it takes to change kids' lives. Three days later he was in classes.

He received some certificates and eventually his Bachelor of Applied Science degree, noting that EC faculty members Christina Coiro and Lauriel Elsa-Gordon guided him and pushed him to excel. His daughter walked with him to his graduation ceremony. He is now the Mariner Community Campus Lead, where he is building community to support kids. He is also the president of Mariner Junior Football. He shared that the college, and its I-BEST, BFET, and worker retraining programs, helped transform his life. The trustees thanked Mr. Lott for sharing his touching story.

Trustee Artellano joined the meeting at 3:40pm

APPROVAL OF MEETING MINUTES

With a voting majority now present, Dr. Singh asked for a motion to approve the minutes from the May 9, 2024, which was made by Trustee Wagner, seconded by Trustee Wooten, and approved as presented.

Approved

PUBLIC COMMENTS

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

PRESIDENT'S REPORT

Dr. Singh reported that it's a busy time of year for the college, and thanked everyone for their hard work to create a better experience for students. He mentioned the recent graduation ceremony at the Monroe Correctional Facility, where 119 inmates graduated with high school GEDs, professional certificates and Associate's Degrees. He thanked the staff and faculty of the Corrections Education division and the trustees for attending the ceremony.

He mentioned the recent Undergraduate Research Symposium that was hosted by the EC STEM division, where there was a 50% increase in participation and many impressive research projects by students from Edmonds College and other surrounding institutions. He also thanked the Juneteenth Committee for the wonderful event that recently took place.

Dr. Singh then shared photos from his trip to China to recruit international students, where he met with agents, high school principals, students and their families, education partners, and also attended an all-day fair hosted by Ed-USA. Upon his return from China, he met with the Consul General from El Salvador. Their new president has a lot of interest in education, and the parties are drafting a Memorandum of Understanding between El Salvador and Edmonds College.

To close his report he let the Board know about his recent meetings with stakeholders in the community including Microsoft, Mukilteo and Edmonds School District Superintendents, the Chancellor of WSU-Everett, Faculty Senate Council, and Student Government, among others.

INFORMATIONAL & MONITORING REPORTS

Professional Development Opportunity

Dr. Roxanne Green, faculty member in the Social and Human Services Department, shared an update about her recent trip as part of a delegation of addiction studies professionals who traveled to India. They visited schools, hospitals and other treatment facilities over five days to learn from the perspective and treatment therapies of professionals in India who are treating alcohol, heroin, and marijuana addiction, which often start around the age of 8. Dr. Green shared photos from her trip, and thanked Dr. Singh and her colleagues for making the experience possible.

DEI Project Update

Dr. Singh introduced Matt Lane and Biruk Belay from McGranahan Architects who had been asked to present some options for incorporating the concepts of diversity, equity, and inclusion into the environment of the new Triton Learning Commons - a request of the Board. Mr. Lane shared some slides of an initial concept design presented for feedback, noting that the project is still awaiting 2025-27 biennium funding. Mr. Belay noted that ideas had been created with Jim Keller from Site Workshop landscape architects.

At 4:15pm, Vice Chair Zapora joined the meeting and took over chairing the meeting.

DEI art concepts were presented for the plaza outside of the Triton Learning Commons, incorporating inscriptions and quotes on benches (ideas for which could be solicited from students), icons and symbols embedded in the pavement, the design of three distinct spaces symbolizing diversity, equity, and inclusion, and interpretive signage.

OLD BUSINESS: SECOND CONSIDERATION AND FINAL ACTION

Approval of Programs for Elimination

Dr. Singh presented three programs for elimination: Business Credit Management Specialization Associate of Technical Arts; Family Support Studies Associate of Arts Degree Transfer to Washington State University; and Engineering Technology Basic Electronics Certificate. Vice Chair Zapora called for a motion to approve **Resolution #24-6-1**, which was made by Trustee Wagner and seconded by Trustee Wooten, and unanimously approved.

Approved

Approval of the ASEC Fee Budget

Kayli Short, ASEC's Executive Officer for Budget and Finance, reported that some of the budget line names had changed since first consideration of the Fee Budget, but the amounts had not. Vice Chair Zapora called for a motion to approve **Resolution #24-6-2**, which was made by Trustee Webster, seconded by Trustee Wagner, and unanimously approved.

Approved

Approval of the FY25 Operating Budget

James Mulik, Vice President for Finance, Grants and Institutional Effectiveness, presented the FY25 operating budget, which Dr. Singh stated had not changed since first consideration. Mr. Mulik went over the guiding principles for budget decisions, and reported that there was no new information from the State Board. The budget presented has the best available data, but some allocations for certain provisos and earmarks are still to be determined. The expense budget remained the same as originally presented, with an overall shortfall of \$939K.

Vice Chair Zapora asked for a motion to approve **Resolution #24-6-3**, which was made by Trustee Wagner, seconded by Trustee Wooten, and unanimously passed.

Approved

REPRESENTATIVE REPORTS

ASEC Representative - Eshcol Mulugeta reported that the ASEC officers were concluding their work for the year and had attended several recent events including Juneteenth and the athletics recognition ceremony. The Executive Board selection committee would be making their final decision in the coming week, and noted that Triton Visit Day had been a good day to promote the visibility of Student Government. They had given 17 honorary Triton awards to students, faculty and staff. Four members of student government would be graduating and five will be continuing at Edmonds. She thanked the Board for the learning opportunity. Vice Chair Zapora thanked her for her great work over the past year.

WPEA Representative - Lia Andrews

Ms. Andrews reported that the WPEA PAC has been conducting legislative candidate interviews, after which endorsement recommendations will be made to the WPEA board. Bargaining has begun and meetings are going well. The bargaining team has had two sessions and both parties have had an opportunity to introduce proposals which are all under consideration. The Edmonds College stewards held an all-member meeting on May 22nd where members were briefed on the bargaining process and information was distributed about wellness incentives. Staff are hard at work finishing out Spring Quarter.

FOUNDATION REPORT

Tom Bull, Executive Director of the EC Foundation reported that \$327K had been awarded to 127 students, and the next scholarship applications will open in January 2025. The Foundation has received over \$1M year-to-date on their \$1.2M goal. The Foundation Board elected Brian Donaldson as the incoming chair and there are four new Board members who will start a 3-year term in July. Nominations are being accepted for employee awards, which will be announced at Convocation in September.

BOARD DEI COMMITTEE UPDATE

Trustee Webster reported that he and Trustee Wooten were working with Dr. Singh and Mr. Mulik to look at completion data disaggregated by race and academic discipline, and planned to look at it in detail at the Board retreat in August. There is also a meeting with an employee from the State Board to see how they capture their data. Trustee Wooten thanked Dr. Singh and Mr. Mulik for setting that meeting and joining her and Trustee Webster.

BREAK

At 4:41pm Vice Chair Zapora adjourned the meeting for a 10-minute break, returning at 4:51pm.

At 4:51pm Vice Chair Zapora reconvened the meeting in open session.

BOARD BUSINESS

Consideration of Student Trustee Stipend Amount - BOT 17.01pr

Vice Chair Zapora gave some background on the Board policy relating to trustee stipends, noting that around 8 years ago, Edmonds College trustees stopped receiving a stipend for their work and it was codified in BOT 17.01pr that the student trustee would be the only trustee to receive a stipend. That stipend amount is to be reviewed each year. The Board reviewed the document, and no changes were made.

Election of Officers for 2024-25

Vice Chair Zapora noted that the offices of Chair and Vice Chair are filled in rotation, with the Vice Chair moving into the Chair position, and a new Vice Chair coming on, starting September 1 each year.

Vice Chair Zapora will move into the Chair position, and Trustee Wooten will move into the Vice Chair position. Vice Chair Zapora asked for a motion to elect these officers, which was made by Trustee Wagner, seconded by Trustee Webster and unanimously approved.

Approved

BOARD DISCUSSION

Trustee Updates

Trustee Artellano, participating in her last Board meeting, thanked the Board and Dr. Singh for the wonderful opportunity and experience, and for their leadership, mentorship and advice.

Trustee Wagner thanked the college's Juneteenth committee for an inspiring event. She shared that her organization, Leadership Launch, had recently held an event that had representation from Edmonds College and Everett Community College, noting that EC representatives did a great job.

Trustee Webster shared that he'd attended the STEM Undergraduate Research Symposium, and was very impressed by the students' work. He'd also recently attended a luncheon for the Washington State Opportunity Grant, and he noted that many businesses who offer internships were there as well. His nonprofit, the ACCESS Project, recently signed an MOU with the Edmonds School District. Their work is to intervene with students before they commit crimes. They have received funding from a local foundation, and he is pleased with the progress.

Trustee Wooten thanked Dr. Singh for the opportunity to connect with the STEM Undergraduate Research Symposium online.

Vice Chair Zapora shared that the recent Corrections Education graduation ceremony held in Monroe, was very special, and thanked everyone who worked to put that together. He attended a conference for the Institute of Nonprofit News, as he sits on the Board of My Neighborhood News. He shared that nonprofit news is so important to democracy, and we are lucky to have this resource in our community.

Recognition of Student Trustee

The trustees and Dr. Singh thanked Student Trustee Bryanna Artellano for her valuable perspective, leadership, and compassionate appeal to legislators during visits to the hill in Washington D.C. They noted her ability to ask hard questions and also her care and engagement while on the Board. Vice Chair Zapora presented her with a plaque commemorating her service, and the attendees applauded her accomplishments.

STUDY SESSION - Marketing Update

Karen Magarelli, Senior Director of Marketing and Public Information Officer, shared an update about her division's work as follows:

- College brand's three key attributes: Innovative, supportive, inclusive
- Marketing collaborates with Outreach to communicate with prospective students throughout their enrollment journey
- They maintain a digital-first approach to marketing
- The new website added value-add content including a widget for salary data and a page related to different learning modalities, as well as telling student stories
- Social media consists of paid and organic posts to:
 - increase awareness of the college, the programs, vibrant community and student success
 - establish the new brand attributes and reinforce the college position
 - educate, empower, entertain and engage our audience
 - support the college's strategy of access and success
- Public relations goals are to:
 - Strengthen relationships with local, regional, and national media
 - Continue the ongoing effort and search for opportunities
 - Continue the strategic approach with targeted reporters and editors

- The team uses digital advertising, video, search engine optimization, print, direct mail, and community relations to share the story of Edmonds College.

After a period of discussion, the Board thanked Ms. Magarelli for her presentation.

EXECUTIVE SESSION

At 5:53pm, Vice Chair Zapora called a 30-minute executive session for the purpose of discussing personnel matters, noting that the Board would return to open session at 6:23pm, and that they might take action in the meeting at that point. It was noted that Chair Dave Earling would join via phone for the executive session discussion.

At 6:25pm, Vice Chair Zapora reconvened the meeting in open session.

PRESIDENTIAL COMPENSATION

Vice Chair Zapora made a motion to approve President Amit Singh’s annual compensation of \$320,878 as a retention measure, which was seconded by Trustee Wagner, and unanimously approved including a voice vote by Chair Earling, who joined via conference phone. Trustee Artellano abstained.

Approved

ADJOURNMENT

The meeting was adjourned by Vice Chair Zapora at 6:30pm.

Next Meeting: The next regular Board meeting will be held September 19, 2024 at 3:30pm.

Dave Earling, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

BOARD OF TRUSTEES

Special Meeting: July 29, 2024

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; Tasnim Tayiba; Adrienne Wagner; Wally Webster

Trustees Absent: Courtney Wooten

Others Present:

Dr. Amit Singh, President

Sara King, Assistant Attorney General

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

Dr. Kim Chapman, Vice President for Instruction

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

Kathy Smith, Title IX Coordinator/Investigator

Various members of the campus community and public

CALL TO ORDER

Chair Earling called the special meeting to order at 10:00am, and welcomed those present.

LAND ACKNOWLEDGEMENT

Trustee Wagner read the Land Acknowledgement.

INTRODUCTIONS

Chair Earling led introductions of the trustees; Dr. Singh led introductions of the leadership team and AAG.

PUBLIC COMMENTS

No public comments were delivered.

EMERGENCY RULE-MAKING

Dr. Singh explained that because Edmonds College's Title IX Policy and Student Code of Conduct are enshrined in the Washington Administrative Code (WAC), any changes to those policies must go through the WAC-change process and be approved by the Board of Trustees, even though they are administrative policies.

He invited Katherine Smith, Title IX Coordinator/Investigator, and Suzanne Moreau, Vice President for Human Resources, to the podium. Ms. Smith introduced herself and her background in law enforcement leadership and as an investigator with the Attorney General's office in Texas.

Ms. Moreau explained that due to an August 1, 2024 deadline for updating the college's Non-Discrimination and Harassment (Title IX) Policy and Student Code of Conduct to be in compliance with changes imposed by the Federal Government, the college is going through the emergency rule-making process, which satisfies the Federal Government deadline, and allows for a further 120 days to go through the regular rule-making process. She noted that model language for the policy changes was received in mid-July from the Assistant Attorney General working for the State Board for Community and Technical Colleges. All the changes to both policies had been noted in redline and shared with the Board in advance of the meeting.

Ms. Smith outlined the key changes as follows:

- Adds protections for pregnancy, gender identity, sexual orientation, and retaliation
- Adds training and reporting requirements for all employees
- Enhances role of Title IX Coordinator
- Allows complaints to be submitted orally or in writing by anyone, not just current students or employees
- Expands jurisdiction to include locations outside the U.S.
- Requires college's to provide supportive measures to both the complainant and respondent, i.e. counseling, deadline extensions, security escorts, leaves of absence, schedule changes, restrictions (No Contact Directive)
- Allows for informal resolution when appropriate

She also covered the definitions of the following:

Sex-Based Harassment, which includes:

- Sexual assault
- Dating/domestic violence
- Stalking
- Hostile environment
- Quid Pro Quo

Sex Discrimination, which includes:

- Sex stereotypes
- Sex characteristics
- Pregnancy or related conditions
- Sexual orientation
- Gender identity

Ms. Smith noted that there are injunctions in place in multiple states, although not Washington state, preventing the enforcement of the new rules while the courts decide cases related to the terms above and their reworked definitions.

She also noted that the the Student Code of Conduct does not have any changes to it, but because it is referenced in the Non-Discrimination and Harassment (Title IX) Policy, it is also part of the rule-making process. Both policies will include complete investigative procedures. Further, any conduct occurring prior to August 1, 2024 must be addressed using the policies and procedures in place when the conduct occurred.

After a period of questions and discussion, Chair Earling called for a motion to approve **Resolution #24-7-1**, which was made by Vice Chair Zapora, seconded by Trustee Wagner, and unanimously approved.

Approved

ADJOURNMENT

The meeting was adjourned by Chair Earling at 10:32am.

Dave Earling, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

BOARD OF TRUSTEES

SUMMER STUDY SESSION: August 8-9, 2024

Location: Rosehill Community Center | 304 Lincoln Ave., Mukilteo, WA

Draft Minutes

THURSDAY, AUGUST 8, 2024

Trustees Present: Dave Earling, Chair; Carl Zapora, Vice Chair; Tasnim Tayiba; Adrienne Wagner; Wally Webster

Trustees Absent: Courtney Wooten

Others Present:

Dr. Amit Singh, President

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

Dr. Kim Chapman, Vice President for Instruction

Karen Magarelli, Chief Marketing Officer

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

Dr. Carey Schroyer, Dean of STEM

CALL TO ORDER

Chair Earling called the Summer Study Session to order at 8:45am, and welcomed those present.

LAND ACKNOWLEDGEMENT

Trustee Wagner read the Land Acknowledgement.

INTRODUCTIONS

Chair Earling led the introductions of the trustees; Dr. Singh led the introductions of the President's Leadership Team.

PUBLIC COMMENTS

No public comments were given.

2023-24 Accomplishments

Dr. Singh thanked the leadership team for their work over the course of the year and in putting together the presentation for the Board, which was meant to be an honest look at the college's performance on the goals, strategies and actions from the 2023-24 Comprehensive Plan.

He then invited Kristen NyQuist, Director of Planning and Operations, to give a presentation on strategic planning efforts at the college. She shared slides outlining the ways in which the college prioritizes forward-looking strategy, meticulous planning, and tracked implementation, keeping a close eye on the impact of the work through leading and lagging metrics.

Dr. Singh and the President's Leadership Team reported on the accomplishments and associated metrics of the Comprehensive Plan for 2023-24 as follows:

Goal 1: ACCESS

- Annual headcount is up 19% to 15,565
- Overall FTE enrollments are up 14%
- All state support enrollments are up 9%
- International enrollment is down 7%
- Running Start enrollment is up 22%

Disaggregated data shows that while enrollments went up, demographic ratios stayed about the same. Compared with the demographics of the 10-mile radius around our Lynnwood campus, the college's student population of White students is quite low.

The overall headline for Access is that enrollment is up due to good work of the team - Outreach is connecting well with high school counselors; Running Start is building great relationships; Marketing is providing wonderful support, and it's bearing fruit; Dr. Singh and the leadership team meet with their school district counterparts, and there is a lot of strategic relationship building happening.

Goal 2: SUCCESS

Dr. Singh described the Success goal as being about completion as defined by the student, which means it's varied and complex.

- The overall class completion rate is up 2%, which is a tremendous improvement in any one year; when disaggregated, all groups did well.
- Persistence rates are somewhat mixed. Having a quarter system means we have a lot of terms to track.
- Overall program completions are down by 6.5%, compared to 2022-23.
 - Looking at 2-year degrees disaggregated, demographic results largely stayed the same as the year prior
 - There was an 8 point increase in the Asian student population completing a certificate
 - There was a 10 point increase in the Latinx population completing a High School Diploma
 - GED completions do not count in our data because while we do the educating, a third party awards the GED
 - STEM completions show an increase in Asian and Latinx student populations

At 9:45am, Chair Earling adjourned the meeting for a 5 minute break returning at 9:50am.

At 9:50am, Chair Earling reconvened the meeting in open session.

Dr. Singh continued the presentation on Goal 2: Success, as follows:

- There is a concerted effort to serve students through their life cycle for student success, including:
 - Pre-College Courses
 - Program Maps
 - Effective and Efficient Scheduling

- New Student Orientation
- New Student Advising
- Career and College Success Course
- Customized Academic Plans
- Milestones Checkpoints, which will ensure students are achieving their early momentum metrics
- Early Alerts
- Student engagement targets were exceeded; we know the more they are engaged, the more they persist.
- The Course Catalog is now published by May 1.
- English and Math Pathways
 - Updated Direct Students Placement (DSP) English Assessment tool for easier student navigation - and data suggests this assessment is having a positive impact on placement equity, compared to the previous tool used
 - Math co-requisites were offered with the most students taking higher level math courses
- The Men of Color Scholars program reached its goal of 75 participants, with persistence at 85%; participants were highly involved in campus activities like service learning, which leads to sense of belonging

Goal 3 - COMMUNITY ENGAGEMENT

Karen Magarelli, Chief Marketing Officer, reported that the college is always looking for opportunities to connect with the community to increase opportunity for our students, and over the past year, we have:

- Actively engaged with businesses and service organizations across our service area
- Identified and built partnerships to support student success and access, ie: SME Manufacturing Pipeline Initiative

Goal 4 - CAPACITY AND OPERATIONAL EXCELLENCE

Suzanne Moreau, Vice President for Human Resources reported that this goal marks the importance of all employees understanding their role in student success, and shared the following:

- Employee Compliance Training: Designed, initiated, and in place by early 2024
- A tracking system for employee training is now operational via Canvas
- More than 900 employees successfully completed their training in the first months of roll out
- Training and administration of employee evaluation process has been enhanced to include their role in supporting student success

Jim Mulik, Vice President for Finance, Grants and Institutional Effectiveness, shared that in terms of financial accountability, our budgets reflect our priorities and our students' success. He reported on the following progress made over the last year:

- Held series of 58 workshops and online sessions on the topics of budget development, financial management, purchasing, and travel processes. Many changes were made due to ctcLink, which resulted in changes for employees and students alike.
- Accreditation was reaffirmed in July 2024 at the end of a 7-year process. Important "Recommendations" language was changed due to a presentation made by Dr. Singh to the Board of Commissioners.

Dr. Yvonne Terrell-Powell reported that the college continues to take the necessary steps to comply with the DEI and Antiracism Washington State laws: Higher Education - Diversity, Equity, Inclusion and Antiracism, and Equity and Access in Higher Education. There is an 89% completion rate for the faculty professional development course, and we are on track to meet goals set forth by these laws on time.

Goal 5: ADVANCING CAREER MOBILITY THROUGH RELEVANT AND INNOVATIVE SUPPORT AND SERVICES

Dr. Mari Acob-Nash, Vice President for Enrollment and Student Services, reported on the efforts to provide tailored services to adult learners, as follows:

- Examined the personas, motivations and characteristics of this student group
- Aligned existing services with identified needs
- Identified gaps and opportunities
- Created a tailored work plan for this coming year, which includes:
 - Dedicated web resource
 - Specialized advising & simplified onboarding
 - Prior learning assessment & flexible learning options

Eva Smith, Chief Information Officer, reported on efforts to increase students' career mobility through developing microcredentials and badges:

- Implemented digital badging process
- Awarded badges for Construction Pre-Apprentice Program
- Partnership with Education Design Lab
- Developed repeatable microcredential process
- First microcredential to be implemented in 2024-2025

Goal 6: EMBRACING DISRUPTIVE TECHNOLOGIES TO BE FUTURE-READY

Dr. Carey Schroyer, Dean of STEM, presented the results for Goal 6, noting that generative AI is everywhere; all sectors are embracing it. Our students need this training in order to be successful. The EC Center for AI and Data Science was launched in January, and focused on faculty development to build skills to create courses for students.

- Embracing AI and Data Science at multiple levels
- Gathered feedback from students, campus, and industry
 - Received 400+ responses from students - we are one of the only colleges soliciting students to see what it is that they feel they need.
- New courses: AI for everyone (2 credit course for all students); Ethics in AI
- New programs: Bachelor of Science in Computer Science, Bachelor of Applied Science in Robotics and AI; WATR Center Robotics program, Bachelor of Applied Science in Information Technology Application Development, Data Science certificate
- New industry partnership: Mentors in Tech
- AI Innovation Lab - a space for students to connect around AI

Additionally, we are supporting AI and Data Science literacy in our community in the following ways:

- Community Connections Program Launched (Semih Tareen keynote)
- Expanding Your Horizons - AI Focus
- Hosted the 2nd Annual "AI For Everyone Day"
- Introduction to AI: Online Workshop - India

After a brief period of discussion, the Board thanked Dr. Singh and the leadership team for their presentation.

At 10:45am, Chair Earling adjourned the meeting for a 15-minute break, returning at 11:00am.

At 11:00am, Chair Earling reconvened the meeting in open session.

Strategic Targets

Dr. Singh and Mr. Mulik presented the 3-year strategic targets for 2024-27.

Mr. Mulik reported that the strategic target setting process started with identifying 15 peer/aspirant institutions, which is required by the Northwest Commission for accreditation purposes. Mr. Mulik used cluster analysis to find the institutions most similar to Edmonds College out of the Aspen top 150 prize contenders and amongst our regional peers. We will follow these 15 institutions for the next 3 years and track our student metrics compared to theirs.

Mr. Mulik presented slides outlining the 10 lagging indicators - showing where we are now and the strategic target set for where we want to be in 3 years. He and Dr. Singh looked at longitudinal data as well as the results of the 15 peer/aspirant institutions to determine the strategic targets, which are set as follows:

1. Quality Academic Programs: 100%
2. Enrollment targets: 5% increase year-over-year
3. Class Pass Rates: up 2% to 85%
4. Student Academic Progress (using SAI points): 2.00 points, up from 1.32
5. Quarterly Student Persistence: Various increases for different student populations
6. Fall-to-Fall Quarterly Student Persistence: Full-time students increase to 68%; part-time students increase to 53%
7. Combined Student Graduation and Transfer Rates:
 - Graduation rate increase 12%
 - Transfer rate increase 5%
8. Program Completion: Total awards increase to 1,827 from 1,489
9. Student Job Placement Percentage: increase 11% for completers and 4% for leavers
10. Students Served Through Industry and Community Education Partnerships: increase to 5,000 from 2,560.

Annual results on these 10 lagging indicators are presented to the Board and published once a year, usually in November.

2024-25 College Priorities

Dr. Singh, the President's Leadership Team, and Dr. Carey Schroyer presented Goal and Strategies for the coming year for the Board's consideration. They also shared some of the action items that will be associated with the strategies. The Board engaged in robust discussion around each of the goals, presented as follows:

GOAL 1: ACCESS

Strategy 1A: Increase New Student Conversion Rates, Including International Enrollment, Using Disaggregated Data

Action: Increase high school conversion rates both for high school graduates and Running Start students

Action: Using new forecasting model, make intentional effort to increase international enrollment

Strategy 1B: Make Intentional Effort To Recruit Students From Diverse Communities

Action: Establish new connections with identified community-based organizations recruit students

Strategy 1C: Implement Strategic Scheduling to Maximize Efficiency and Effectiveness

Action: Optimizing scheduling for student success

Strategy 1D: Develop Robust, Value-First Content Strategy Targeting Students

Action: Utilizing industry available research, determine content needs for decision making

GOAL 2: SUCCESS

Strategy 2A: Ensure A Strong Start For Students As They Begin Their Journey With Edmonds College

Action: Optimize process of updating/managing program requirements and maps

Action: Publish all program maps and implement business processes for ongoing updates

Action: Required onboarding including customized academic plan

Strategy 2B: Provide Students With The Guidance And Support They Need To Be Successful In Completing Their Goals

Action: Implement milestone checkpoints by assigned advisor

Action: Maintain enrollment and success in the Men of Color Scholars program

Strategy 2C: Design a Student Life Cycle Advising Model to Stay Competitive in the Fast-Changing Workforce Environment

Action: Create and implement an advising practice focused on labor market outcomes

Action: Create and implement an advising practice focused on assisting students with transferring to baccalaureate programs

Action: Develop a structure to track post-graduation employment focused on skill development and lifelong learning.

GOAL 3: COMMUNITY ENGAGEMENT

Strategy 3A: Engage Our Advanced Manufacturing Industry Partners To Meet Their Current And Emerging Workforce Needs In Association With SME

Action: Work with local industry to help organize the business leader roundtable

Action: Finalize strategic plan for advanced manufacturing in association with SME and local industry partners

GOAL 4: CAPACITY AND OPERATIONAL EXCELLENCE

Strategy 4A: Create Opportunities for Employee Success Through Talent Management

Action: Review training needs and resources with ODET in order to create a training plan

Action: Identify supervisors (current and new) for training tracking - coordinate with PLT

Action: Review, revise, and offer supervisor training sessions to enhance management skills, supporting student success

Strategy 4B: Comply with "Diversity in Higher Education" and "Equity and Access in Higher Education" laws

Action: Take all appropriate steps to comply with the laws

Strategy 4C: Build A Structure And System To Enable The College To Make Better Data-Informed Decisions That Increase Student Success For All

Action: By Spring 2025 complete a comprehensive review of how the college collects, analyzes, and shares data with assistance from Achieving the Dream

Strategy 4D: Increase Access Across The College To Operational-Level Data To Gain Insight For Actions Related To Student Success For All

Action: Design and implement at least one operational data dashboard for tracking progress on Comp Plan strategies using ctLink data

Action: Design and implement at least one advising dashboard of key student success metrics

Action: Integrate all data sources into a unified CRM system

GOAL 5: ADVANCING CAREER MOBILITY THROUGH RELEVANT AND INNOVATIVE SUPPORT AND SERVICES

Strategy 5A: Design and Develop Student Services for Career Mobility and Advancement

Action: Develop and implement an intake process dedicated to the needs of adult learners, returning students who are looking for career mobility and advancement.

Action: Develop a targeted web resource that raises awareness all the services that promote career mobility and advancement for adult learners

Strategy 5B: Confer Microcredentials And Badges To Help Advance Our Students' Career Mobility

Action: Work with industry partners to design and implement at least one microcredential

Action: Establish resources and ongoing process for institutionalizing new microcredentials and digital badges

GOAL 6: EMBRACING DISRUPTIVE TECHNOLOGIES TO BE FUTURE READY

Strategy 6A: Advance Center for AI and Data Science as an Innovation Hub

Action: Create AI and Data Science Advisory Board for Center for AI and Data Science

Action: Offer and promote AI and Data Science skills to students

Action: Identify and implement a student-focused AI tool that increases student success for all

Strategy 6B: Establish Information Resource Hub For Edmonds Employees To Leverage AI Tools

Action: Create a hub on the employee website for AI updates, FAQs, and sharing ideas

The Board engaged in a period of discussion on how and when the Board sees the metrics associated with the actions in the Comprehensive Plan.

At 12:13pm, Chair Earling thanked Dr. Singh and the leadership team, and adjourned the meeting for lunch, returning to open session at 1:00pm.

At 1:00pm, Chair Earling reconvened the meeting in open session.

Financial Update

Giving some historical context to the presentation, Dr. Singh reminded the Board that 2023-24 was the first year without CARES Act support, and noted that budget forecasting is still not as solid as he'd like.

Mr. Mulik presented the estimated year-end results as follows:

Revenue

- State Allocation up by \$809K
- Tuition Revenue down by \$43K
- Running Start Net Revenue up by \$1.2M
- International Net Revenue down by \$2.2M
- Other Revenue Sources down by \$611K

Total Operating Revenue is estimated to fall short of the approved budget by \$800K.

Expenses

- Salaries up by \$230K
- Benefits down by \$198K

- Goods and Services down by \$2.4M

Total Operating Expenses are estimated to be under the approved budget by \$2.5M

Overall, the bottom line is estimated to be a shortfall of \$318K compared to a budgeted deficit of \$1.997M. Dr. Singh shared that while the shortfall is certainly better than anticipated, the financial environment is still a struggle.

HR Demographics

Ms. Moreau presented slides on the demographics of Edmonds College employees as compared to the Snohomish County working age population, as compared to the 10-mile radius population, and also compared to EC data from the year prior.

There was a discussion on the effects of the part-time non-permanent employment category numbers going down, the ability of employees to reclassify their race as they wish at any time with data showing that many employees are recategorizing themselves as multi-racial, and how faculty demographics compare to the student body.

Completion

Trustee Webster reported that while he did not have all the information he had hoped for, he wanted to share some data on student completions. He would like to develop insights from completion data to tell the story on how the college is transforming lives in our community (e.g. If the average adult student has 2-3 dependents, then every time a student completes a credential and gets a family wage job, then Edmonds College has helped to lift that student and everyone in their family out of poverty). Trustee Webster said that telling that particular story is very important to him and he knows personally what it means to have college transform his life. With credentials come good jobs, family incomes, health benefits, the ability to buy a home, the ability to retire, and eventually the ability to pass down generational wealth.

He also shared that it's important to have strategies in place to give meaning to the Native Lands Acknowledgement. He will continue to work with Dr. Singh and Mr. Mulik to bring information back to the Board to share.

There was some discussion on possible ways to partner with tribes around programs to address healthcare disparities.

At 1:45pm, Chair Earling adjourned the meeting for a 15-minute break, returning at 2:00pm.

At 2:00pm Chair Earling reconvened the meeting in open session.

Discussion: Future Board Retreats

Chair Earling opened the discussion on future Board retreats by noting that he would like to have room setup in the future that is more conducive to seeing and hearing each other.

Dr. Singh shared that he and the leadership team would like to request different timing for the Board retreat, as they are not able to take much time off in the summer due to the intense preparation for the 2-day retreat, which coincides with the planning period for the next year. He asked the Board to consider what alternatives might be agreeable.

The Board discussed the topic and were in agreement that alternatives to the timing and format of the meetings could be discussed, with several trustees noting that they value the retreats, would like to explore

holding it in conjunction with an ACT gathering, and appreciate guest speakers. Vice Chair Zapora agreed to work with Dr. Singh to develop a proposal for alternative timing and formats.

Wrap Up

Chair Earling thanked the Board and staff for their participation in the retreat.

Adjournment

At 2:30pm, Chair Earling adjourned the meeting, reminding the Board that the next day would start at 9:00am.

FRIDAY, AUGUST 9, 2024

Trustees Present: Dave Earling, Chair; Carl Zapora, Vice Chair; Tasnim Tayiba; Adrienne Wagner; Wally Webster

Trustees Absent: Courtney Wooten

Others Present: Dr. Amit Singh, President; Kristen NyQuist, Director of Planning and Operations

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

Vice Chair Zapora read the Land Acknowledgement.

PUBLIC COMMENTS

No public comments were given.

DEI PRESENTATION

Trustee Webster reported that Trustee Wooten, who was unable to attend, had intended to share a presentation by Dr. Yvonne Terrell-Powell, Vice President for Equity, Inclusion and Belonging, on microaggressions, and she had asked Trustee Wagner to fill in in her absence.

Trustee Wagner shared that the topic of microaggressions had come up a couple of times this past year, and also at ACT. Trustee Wooten had asked Dr. Singh what had been shared with the college community, so that the Board could be aligned. This presentation is meant to be the first of ongoing discussions.

Trustee Wagner proceeded to give the presentation entitled “Microaggressions: It’s not what said, it’s what’s *really* said,” which addressed the following:

- Impact versus intent
- Perception is reality
- Desired outcomes of the presentation
- Group agreements
- Definitions of equity, bias, explicit bias, racism, other “isms”
- Implicit bias
- Definition of microaggression
- Three types of microaggression: Assault, Insult, Invalidation

- Types of microaggressions you might hear: Verbal, Behavioral, Environmental
 - Several examples were shared and discussed.
- R.A.V.E.N. Framework: Redirect, Ask, Values clarification, Emphasize your own thoughts and feelings, Next steps.
- How to respond if you commit a microaggression:
 - Listen with intention
 - Seek clarification
 - Reiterate your understanding/summarize with affect
 - Engage in conversation with the individual
 - Offer an authentic apology
 - Articulate what you are going to do next
 - Ask: Do you believe you were heard and that my next steps support addressing this matter? If not, what are your suggestions?

The Board engaged in a period of discussion and thanked Trustee Wagner for the presentation.

At 10:45am, Chair Earling adjourned the meeting for a 15-minute break, returning at 11:00am.
At 11:00am, Chair Earling reconvened the meeting in open session.

BOARD SELF-EVALUATION

The Board reviewed the results from the evaluations that each trustee completed, and made several updates to the evaluation form, and notes for consideration throughout the year.

LUNCH

At 12:13pm, Chair Earling adjourned the meeting for a 32-minute lunch break, returning at 12:45pm.
At 12:45pm, Chair Earling reconvened the meeting in open session.

Trustee Stipend

Chair Earling noted that this added agenda item had been requested by Chair Zapora. Chair Zapora shared background on the college's policy regarding trustee stipends for meetings, which used to be awarded to all trustees and now is awarded to just the student trustee. Most other colleges do give their trustees a stipend.

After a period of discussion, it was agreed that Vice Chair Zapora would continue to research the topic and come back to the Board with a recommendation based on his findings.

Executive Session

At 1:13pm, Chair Earling called an executive session for 60 minutes for the purposes of discussing personnel matters and real estate, returning to open session at 2:13pm.

At 2:13pm, Chair Earling announced a 10-minute extension, returning to open session at 2:23pm.

At 2:23pm, Chair Earling reconvened the meeting in open session.

Wrap-Up

Chair Earling and the trustees discussed the value of the presentations delivered at the retreat, thanking Dr. Singh and the staff for their work, and noting their openness to finding a new time and format for the retreats if needed.

Chair Earling thanked the Board for their attendance and engagement.

ADJOURNMENT

The meeting was adjourned by Chair Earling at 2:30pm.

Dave Earling, Chair

Date Approved

ATTEST:

Dr. Amit B. Singh, Secretary

BACKGROUND

2024-25 COLLEGE PRIORITIES

Subject

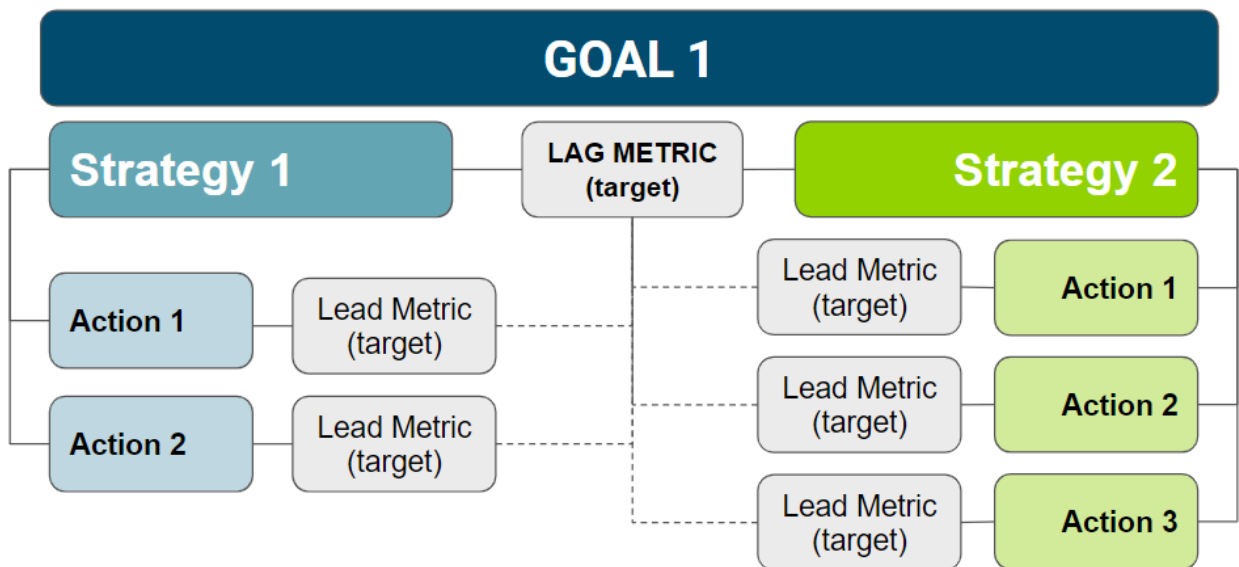
In accordance with Board Policy 7.0 and Procedure 7.01pr, the President and the President’s Leadership Team seek the Board of Trustees’ approval of the 2024-25 College Priorities.

Background

Within the context of the college’s Comprehensive Planning Structure, there are 6 overarching goals. For 2024-25, 16 strategies have been developed to attain these goals. These goals and strategies, which form the 2024-25 College Priorities, were developed by the President’s Leadership Team with opportunity for input and feedback from the College Leadership Team and other stakeholders.

Additionally, actions have been identified under each strategy to impact the desired target lead metrics. Those action items are assigned across the college and are monitored at the departmental level as well as by the President’s Leadership Team.

As outlined in the graphic below, the college uses leading and lagging metrics to monitor progress on the Comprehensive Plan. Strategic lead metrics have been established and actions, as noted above, have been identified to impact these metrics. Lead metrics then ultimately impact larger lag metrics, which are moved by the progress of strategies and show the impact of the overarching goals. This methodology of tying the college’s Comprehensive Plan components horizontally as well as vertically, is key to the plan’s success. Progress reports will be produced periodically for campus and the Board.


Recommendation

The goals, strategies, and actions were presented to the Board on August 8, 2024 at the Summer Study Session. The President’s Leadership Team recommends the Edmonds College Board of Trustees approve the 2024-25 College Priorities (Goals and Strategies), as outlined on the following page.

2024-25 COLLEGE PRIORITIES

The 6 Goals and 16 Strategies listed below form the 2024-25 College Priorities

OPERATIONAL PLAN

GOAL 1: ACCESS

Strategies

- 1A: Increase New Student Conversion Rates, Including International Enrollment, Using Disaggregated Data
- 1B: Make Intentional Effort to Recruit Students From Diverse Communities
- 1C: Implement Strategic Scheduling to Maximize Efficiency and Effectiveness
- 1D: Develop Robust Value-First Content Strategy Targeting Students

GOAL 2: SUCCESS

Strategies

- 2A: Ensure a Strong Start for Students as They Begin Their Journey With Edmonds College
- 2B: Provide Students With the Guidance and Support They Need to be Successful in Completing Their Goals
- 2C: Design a Student Life Cycle Advising Model to Stay Competitive in the Fast-Changing Workforce Environment

GOAL 3: COMMUNITY ENGAGEMENT

Strategy

- 3A: Engage Our Advanced Manufacturing Industry Partners to Meet Their Current and Emerging Workforce Needs in Association With SME

GOAL 4: CAPACITY AND OPERATIONAL EXCELLENCE

Strategies

- 4A: Create Opportunities For Employee Success Through Talent Management
- 4B: Comply With "Diversity in Higher Education" and "Equity and Access in Higher Education" Laws
- 4C: Build a Structure and System to Enable the College to Make Better Data-Informed Decisions That Increase Student Success For All
- 4D: Increase Access Across the College to Operational-Level Data to Gain Insight For Actions Related to Student Success For All

INNOVATION PLAN

GOAL 5: ADVANCING CAREER MOBILITY THROUGH RELEVANT AND INNOVATIVE SUPPORT AND SERVICES

Strategies

- 5A: Design and Develop Student Services For Career Mobility and Advancement
- 5B: Confer Microcredentials and Badges to Help Advance Our Students' Career Mobility

GOAL 6: EMBRACING DISRUPTIVE TECHNOLOGY TO BE FUTURE READY

Strategies

- 6A: Advance Center For AI and Data Science as an Innovation Hub
- 6B: Establish Information Resource Hub For Edmonds Employees to Leverage AI Tools

RESOLUTION #24-9-1
2024-25 COLLEGE PRIORITIES

WHEREAS, According to Board Policy 7.0 and Procedure 7.01pr, the Board of Trustees reserves unto itself the final approval of the College's Priorities for 2024-25; and

WHEREAS, the 6 goals and 16 strategies comprising the 2024-25 College Priorities were developed by the President's Leadership Team with opportunity for input and feedback from the College Leadership Team and other members of the College; and

WHEREAS, the entire Comprehensive Plan, including the 6 goals, 16 strategies and underlying 31 action steps were presented to the Board for consideration and discussion at the August 8, 2024 Study Session;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves the goals and strategies as presented at August 8, 2024 study session, and the September 19, 2024 meeting, as the 2024-25 College Priorities.

Carl Zapora, Chair

Date Approved _____

ATTEST:

Dr. Amit B. Singh

BACKGROUND
2025 SCHEDULE OF BOARD OF TRUSTEES MEETINGS

Subject

To establish and approve the 2025 schedule of Edmonds College Board of Trustees meetings.

Background

In compliance with RCW 42.30.075, it is necessary that the Edmonds College Board of Trustees adopt a meeting schedule to be kept on file in the Office of the Code Reviser in Olympia.

In accordance with Board Policy 1.0 BOT Bylaws, Section 2, Meetings, which states that “The Board of Trustees will hold a minimum of six regular meetings and four study sessions during the calendar year. The day of the month, time, and place for the regular meetings and study sessions shall be set at the first fall meeting,” regularly scheduled meetings will generally be held on the second Thursday of the month with exceptions as needed. Each meeting date will be confirmed at the previous month’s Board meeting.

Unless the Board of Trustees would like to revise the usual meeting time at the September 19, 2024 meeting, meetings are generally scheduled to begin at 3:30pm and last for three hours. Exceptions to this schedule are noted below.

The location for in-person meetings will generally be Edmonds College, Gateway Hall 352, 6600 196th SW, Lynnwood, WA, unless otherwise noted. When feasible, meetings will also have a remote attendance option using Zoom. The location of the meeting, along with any Zoom link/login information, will be noted at the top of the agenda which is posted on the website in advance of the meeting.

Recommendation

The Trustees are asked to review the following proposed schedule of Board of Trustees meeting dates for 2025, along with any other personal commitments they have throughout the year. Any conflicts can be presented to the Secretary of the Board.

Approval of the 2025 meeting schedule will be requested at the October 17, 2024 Board of Trustees meeting.

- February 13, 2025 - 3:30pm
- March 13, 2025 - 3:30pm
- April 10, 2025 - 3:30pm
- May 8, 2025 - 3:00pm (earlier start time to accommodate a possible tenure reception)
- June 12, 2025 - 3:30pm
- September 18, 2025 - 3:30pm (this is the 3rd Thursday to accommodate Convocation scheduling)
- October 16, 2025 - 3:30pm (this is the 3rd Thursday to maintain a month between meetings)
- November 13, 2025 - 3:30pm



FOUNDATION REPORT

The Foundation experienced another successful year, raising over \$1.2 million in college support in fiscal year 2023/24. Notably, we have already kicked off the fiscal year by raising over \$100K in July and August alone, a significant increase compared to the \$55K raised during the same period last year.

The Foundation has approved a budget for FY 24-25, with forecasted expenses, including College support, projected at \$1.5 million.

The Foundation awarded scholarships to 144 recipients for the 2024/25 academic year, totaling over \$300K. Additionally, \$42,000 in grants were distributed to 14 college departments, supporting a diverse range of programs across campus.

We are in the process of hiring a Scholarship/Database Specialist and an Operations Associate to enhance our team's capacity and effectiveness.

The INSPIRE 2025 fundraising event is scheduled for April 26 at the Lynnwood Event Center. Please mark your calendars! Promotions and sponsorship campaigns will commence in September 2024.

We are launching a year-long "You Make It Possible" campaign to acknowledge our donors, alumni, and community members for their invaluable support. This initiative will include a new donor relations program featuring electronic communications, mailings, and events to express our gratitude. Look out for special invitations arriving in your mailboxes soon.

I am excited to share that we are relaunching our **Planned Giving Program** with renewed focus and strategy. This initiative represents a significant opportunity for both our donors and the College.

Benefits to Donors: Our Planned Giving Program offers donors a meaningful way to leave a lasting legacy, aligning their philanthropic goals with their financial and estate planning. By participating, donors can take advantage of tax benefits, secure income for themselves or loved ones, and contribute to a cause they deeply care about. It's a way for them to make a transformative impact on future generations, all while enjoying the peace of mind that comes with thoughtful financial planning.

Benefits to the College: For the College, the Planned Giving Program is essential in ensuring long-term financial stability and sustainability. It allows us to build a robust endowment, which can support scholarships, faculty positions, research, and programmatic growth well into the future. By securing planned gifts, we can plan for the future with greater confidence, knowing that we have the resources to continue advancing our mission and serving our students.

As we relaunch this program, our team will be working diligently to educate our community about the various planned giving options available, from bequests to charitable gift annuities to mandatory IRA distributions. We'll also be providing personalized support to donors to help them understand how they can best structure their gifts to meet their personal and financial goals while maximizing their impact on the College.