

**Industry Advisory Board (IAB)  
Meeting Notes for Nov 13, 2024  
Edmonds College Construction Management Program**

**Sections:**

Attendance

Agenda

Appendix A – Accreditation Self-Study Sections

**Attendees**

| Industry Professionals                    | Academia                                    | CMSA Officers and Alums |
|---|---|-------------------------|
| Cancellations. No representatives Present | Patrick Kolanda, Dept Head, Instructor, EDC | Jessica Mendoza         |
|   | Moni Mungin, Associate Faculty, EDC         | Russell McMorrow        |
|   | Ed Vanderbogert, Dept Head Emeritus, EDC    | Justin Parks            |
|   |   |                         |
|   |   |                         |
|   |   |                         |
|   |   |                         |

**Agenda**

| Item                      | Notes   | Action | Who/When |
|---------------------------|---|--------|----------|
| Thanks                    | Thank you to all IAB members for participation and support.<br>Thanks to everyone who attended the ACCE dinner Sunday, Oct 27 <sup>th</sup>   | --     | --       |
| Introductions             | Brief introductions.  |        |          |
| Sound Transit Partnership | Patrick to speak on Sound Transit Partnership, including:<br>Overall, Sound Transits-involvement with the CMSA, IAB, and guest speakers.<br><br><b><i>Integration into CONST 185 CIVIL construction classes in two modules</i></b> <ul style="list-style-type: none"> <li>● contracts and delivery models</li> <li>● blueprints</li> <li>● specifications</li> <li>● implementation of projects</li> <li>● Closeout procedures</li> <li>● guest speaker(s)</li> </ul> |        |          |

|                                 |   |  |  |
|---------------------------------|---|--|--|
|                                 | <p><b>Internship goals (initial outline):</b></p> <ul style="list-style-type: none"> <li>● 2 initial internship slots</li> <li>● up to 10 internship slots in the future</li> <li>● Initial internships are to be 'paid' and 'in summer', later paid other quarters will be explored</li> <li>● *** Candidates for the Summer Needed ASAP to get this going!***</li> <li>● Options for 5 credits or other to be explored with Admin. at least a Summer 292/293 class</li> </ul>   |  |  |
| <p>Accreditation Visit 2024</p> | <p>3-day visit was the culmination of 9+ months of work, including weekly meetings.</p> <p><b>Our group:</b><br/>Patrick, myself, Vernon, Dave J., dedicated administrative team (Vanessa, Andrea, Kendra), and many other faculty and staff who helped us pull all of the components together, as well as CMSA and CSEL. A lot of folks.</p> <p><b>Visiting Team:</b><br/>Prof. Mike Anderson, California State University, Sacramento (team lead)<br/>Dr. Euysup Shim, Boise State University<br/>Mr. Jeff Arviso, University of Washington IAB Member</p> <p><b>Three-day visit:</b><br/>Oct27 Lunch w/ Patrick, Campus Tour Myself/Patrick, Dinner w/ you all<br/>Oct28 Big information gathering day. Over 30 interviews with staff and faculty<br/>Oct29 Follow up sessions w/ our dept, the dean, VP of instruction</p> <p><b>What is ACCE and accreditation?</b><br/>The American Council for Construction Education (ACCE) is a non-profit org that accredits construction education programs at colleges and universities. The mission is to promote and support high-quality construction ed programs and help students identify institutions that offer such.</p> <p>There are multiple parts to accreditation. Some of them are:</p> <ul style="list-style-type: none"> <li>- A detailed review process called a self study (we pull together documents and data around 9 programs areas evaluated)</li> <li>- A site visit by the visiting ACCE team</li> </ul> |  |  |

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|--|--|--|--|
|  | <ul style="list-style-type: none"> <li>- Reports are generated (preliminary “pre-report”, initial post review feedback/notes, formal report</li> <li>- The formal report (Feb 2025) leads to action taken for program improvement</li> </ul> <p><b>Preliminary Results/Next Steps:</b><br/> We passed. Awesome! For now, we are working off of initial feedback/notes. Formal report and detailed spreadsheet to be issued in Feb 2025<br/> We know that we had challenges with section 9 of review; we may be required to provide an update in 6 mos. -OR- it might be a 3-year check in)<br/> Moni attend Feb Conference TX – onboarded<br/> -Connect with mentors for future accreditation<br/> -Connect regarding shaping the industry board</p> <p><b>Follow Up in February</b><br/> Again Section 9 Academic Quality Planning Process and Outcome Assessment, may require follow up documentation.<br/> We’d have 6 months to put in place, as well as mentoring.<br/> (The accreditation team lead has volunteered to provide assistance)<br/> Note: For perspective, most colleges initially have challenges with section 9.</p> <p><b>Highlights from Initial Feedback and Notes: SWOT</b><br/> 1-Strengths:<br/> -Patrick lauded for vision and guidance of dept<br/> -Students mentioned Moni for positive impact and energy<br/> -CMSA mentioned for peer mentoring, industry connection, interaction w/ admin, building comradery, fundraising, etc.<br/> 2-Deficiencies:<br/> -Section 9 on ACCE, specifically closing loop on quality improvement plan items and need for rubrics and rubric goals. We also need to take a look at what kinds of data we’re collecting for students and get on the right track.<br/> 3-Opportunities/Potentials<br/> -Certificate programs or CEUs that could bring alums back and generate revenue<br/> -Utilizing library better – Many resources not used around marketing, scholarships<br/> -Alignment with Career Action Center for jobs, branding, promotion<br/> -CM Plans Reading Rooms/Simulation trailer<br/> -IAB underdeveloped—needs structure (bylaws, membership structure, sched, etc.)<br/> 4 Concerns:</p> |  |  |
|--|--|--|--|

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|------------------------|--|--|--|
|                        | <ul style="list-style-type: none"> <li>-Faculty workload</li> <li>-Enough admin support (current admin supports 14 depts)</li> <li>-Succession planning (retirements)</li> <li>-Enrollment goals may not be properly funded by college—capacity issue</li> <li>-Software/HW – Computer labs not up to par. 2-D and 3-D models and it’s slow.</li> </ul> <p>Students and faculty experience issues.</p>   |  |  |
| Civil Courses          | <p>Dave J. is retired. Before he left, he was instrumental in helping us get set up for accreditation. He was like our living memory. We’re grateful.</p> <p>His Civil courses distributed amongst faculty<br/> Structural Design - Myself<br/> Concrete Class - Chris<br/> Surveying - Chris and Myself</p>   |  |  |
|                        | <p>Civil Construction<br/> (Patrick will speak to these needs and candidate interviewed)</p>   |  |  |
|                        |  |  |  |
| Building Codes Courses | <p>Rob Kilmer put out a call amongst colleagues to find an instructor.<br/> Dave Swayse (‘new’ Dave). Doing a great job. Passionate about his teaching.<br/> Building off Jeannie’s courses.</p>   |  |  |
| CAD and BIM Courses    | <p>Graham is teaching AutoCAD and BIM</p>  |  |  |
| CMSA Leadership        | <p>We’ve had a cohort graduate and now we’re bringing in new leadership</p> <ul style="list-style-type: none"> <li>- Our beloved student president, Sean, is graduating soon. We’ve begun recruiting.</li> <li>- New members. Russ has stepped in to coordinate job and scholarship opportunities. Ramping up the job board.</li> <li>- Jessica is next in line to be president. She’s organized, transformed our website, flyers, followed up with volunteers (seeking PT work or internship oppty)</li> <li>- Voted in new member, Taylor</li> <li>- Sean has upped the game. We do 2 meet n greets/qtr, charge \$500/event</li> <li>- Students have purchased their own assets—like OWL. Tested and provisioned it. Part of vision, virtual teams + guest speakers for viewing parties (they don’t have to be local).</li> <li>- Because we do study halls, big events are easier—process is a rhythm</li> <li>- He’s not only worked well with CSEL—student govt. Consistently showing up. Edwardo Torres has been helpful in helping us to streamline admin process.</li> </ul> |  |  |

|                           |   |     |  |
|---------------------------|---|-----|--|
|                           | <ul style="list-style-type: none"> <li>- We've had multiple brainstorming sessions about the new year.</li> <li>- Meeting Fri with industry rep and career action center—talk about student opportunities. Our hope is that this becomes the norm, robust set of oppty</li> </ul>   |     |  |
| MBAK                      | <p>Emerging Professionals involvement and membership continues to grow.<br/>Darylene is our representative from Master Builders.<br/>In the new year, we'll have a chance to synch up.</p>  |     |  |
| IAB Growth                | <p>Coming changes to the board: meeting times, how it works and runs, what projects..</p> <ol style="list-style-type: none"> <li>1 Yearly schedule. You'll get schedule for whole year. We'll coordinate w/ CMSA.</li> <li>2 Formality. Welcome or Membership renewal letters (documentation req.)</li> <li>3 Training. First for faculty—prof dev assessment. Also, for board members.</li> <li>4 Mentorship. ACCE—some guidance from a member on UW construction mgt dept. Helpful to see a board that's a bit further along.</li> <li>5 Projects. This IAB has been immensely helpful in the past. We want to build on this and begin to tackle some much needed projects; e.g., plans reading room/site simulation trailer.</li> </ol> <p>Drivers for change:</p> <ul style="list-style-type: none"> <li>- Workforce Dev / Perkins Grant – more accountability and expectation that board has weighed in on large purchases and big changes</li> <li>- ACCE Accreditation – industry engagement is a requirement</li> <li>- Leadership Trends – Stems from a need to evolve and expand</li> </ul> <p>Having a robust IAB and alumni society are important to our growth and future.</p> |     |  |
| Sound Transit Partnership | (Patrick to speak on Sound Transit opportunities)   |     |  |
| <b>Time Permitting...</b> |   | “ “ |  |
| Summer                    | <p>We hosted a Construction Day event. Aimed at K-12. With modest attendance: 3.<br/>We didn't have much lead time.<br/>Nevertheless, at least 1 was recruited to the program.<br/>Anecdotally, seeing an uptick in young people.</p>   | --  |  |
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|                           |   |     |  |
|                           |   |     |  |

## Appendix A. Sections of ACCE Accreditation

(Excerpt from Document 104 for accreditation, Table of Contents)

Go to: [ACCE Standards](#) > Resources > Forms and Documents

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*Moni's Note: Section includes rubrics and quality improvement planning*

# Edmonds Construction Management IAB Meeting Agenda- June 2024

## Agenda

### Staffing Issues

- Full Time Tenure Track Position
  - Moni Mungin
- Code Inspection Instructor
  - Dave Swasey- Plans examiner City of Bothell
- CONST 177 Concrete is Open for Fall
- Department Head Issues

### Curriculum Issues

- CONST 165 rebuild- Hours Requested by workforce development
  - Permitting issues-
  - CESCL Certification- AIB input requested
    - Online 17 hours @ Cost \$369.00
    - BIAW recertification class
    - Yakima Valley College Instructor contacted

### Enrollments

- Steady at 20 +/- per class per quarter
- One class rescheduled- CONST 250?

### Accreditation

- Self-Study- In 'substantial completion' stage with final review by EDC pending

- Dave Jacobson is assisting
- SLOs are the next step
- Site Visit will follow in OCT
  - Admin Meetings & Tour
  - Staff Meetings
  - Student Meetings
  - IAB meetup

## IAB Issues and Suggestions

## WTR 2024 Industry Advisory Board Meeting

Industry Advisory Board Meeting

Wednesday, February 21, 2024 3:00 – 4:00pm

Location(s): Edmonds College Rm MDL221 | Online Via Zoom

### **Attendees:**

Moni Mungin Faculty, EDC

Patrick Kolanda Dept Head, EDC

Sam Riggins, RDM Building Science

Vernon Hawkins, Dean of Business School, EDC

Paulina Hampton, Cornerstone Construction

Dave Swayze, City of Bothell

Negin Radcliff, Alston Construction

Ken Joyce, Project Manager, Road Construction Northwest, Inc.

Berenice Kablan, Alumni, Winzen Build Advising

Chester Gao, Student EDC

Sean Adams, Student EDC

Justin Parks, Student EDC

## Edmonds College IAB Agenda for 2/21/24

### **Overall:**

- Enrollments are good, steady growth to healthy levels
- The program is doing well and garnering more Edmonds College support

### ***INSTRUCTOR ISSUES:***

1. **Dave Jacobson is fully retiring after Spring Quarter.**
  - a. He has been teaching PT. Dave has offered to continue teaching a one credit class to assist with accreditation

2. **The college granted a full time temp position**
  - a. Moni Mungin is taking that position
  
3. **The College has given the CM Department a Full time tenure position**
  - a. Applicants have shown interest
  
4. **Instructor Issues**
  - a. **Codes Instructor**
    - i. The search is still on for a code inspecting instructor. Rob has given us a contact that we are pursuing
  - b. **CIVIL Instructor**
    - i. A new Civil Instructor is needed. Preliminary discussions have begun
  - c. **Concrete Instructor**
    - i. A new Concrete instructor is needed. A PT existing instructor has indicated interest
  
5. **Misc. Instructor Issues:**

## ***ACCREDITATION***

1. **Accreditation Progress**
  - a. Extension has been requested of the ACCE (our accrediting body)
  - b. Includes IAB, notifications will be coming

## ***MISC. NEWS***

2. **Employer Data Base –**
  - a. Moni Mungin is working on the coordination for this.
  
3. **Master Builders Assoc. –**
  - a. Sponsoring activities
  - b. Offering Capstone opportunities
  
4. **IAB Event Planning –**
  - a. Moni Mungin is taking over coordinating
    - i. Longer notice lead time is planned
  - b. A lead for the IAB is desired
    - i. Ed VanderBogart is stepping back due to other demands
  
5. **AI, Construction & the program –**
  - a. Policy is needed (IAB input desired)
  - b. AI Character development for education
  
6. **CMSA News-**
  - a. Study Hall –
  - b. Events
  
7. **Women in Construction –**
  - a. Multiple students attended the [Professional Women in Construction Conference Oct 5th, 2024](#). One of our students received a scholarship.

***IAB INPUT?***