

**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**Laidlaw Center Board Room**  
**Tuesday, December 15, 2009**  
**12:00 PM**

**CALL TO ORDER** Board Chair Sue Cole officially called the meeting to order at 12:04 p.m. Present were trustees Barbara Rofkar, Chuck Robinson, Steve Adelstein, Tim Douglas, constituting a quorum. Others present were President Hiyane-Brown; Dr. Ron Leatherbarrow, Vice President for Instruction; Patricia Onion, Vice President for Educational Services; Ray White, Vice President for Administrative Services; Linda Maier, Dean for Workforce Education; Anne Bowen, Executive Director for Advancement; Lisa Wochos, Assistant Attorney General; John O’Neill, WSFE Representative; guests: Dr. Anne Marie Karlberg; Division Chairs Bob Winters, Barry Maxwell and Ed Harri; and Keri Parriera, Executive Assistant to the President.

A new employee of the College was introduced to the Board by Vice President Trish Onion. David Knapp has joined the Educational Services department as Professional/Technical Program Advisor.

**STUDY SESSION**    ➔ **Student Tracking**

Dr. Anne Marie Karlberg, Director for Institutional Research and Assessment, made a presentation on the College's student population. The Direct Transfer Degree option was discussed, as well as the Student Achievement Initiative. Dr. Karlberg has provided much data that will provide a basis for continued program planning and development for the College.

**CONSENT AGENDA**        ➔ **Consent Agenda (Calendar)**

- a. Minutes of the November 19, 2009 Board of Trustees Meeting (Attachment A)

Chair Cole stated: “If there are no objections, this item will be adopted.” As there were no objections, **this item was adopted.**

**PRESIDENT’S REPORT**

- ➔ President Hiyane-Brown provided a synopsis of discussions from the recent President's Meeting (WACTC) held in early December. Topics included the Governor’s proposed budget and its possible implications for the community and technical colleges, Running Start tuition, waivers and tuition increases, organized messaging to the legislators, sharing functions geographically, district boundaries, and the Mission Study and its recommendations.
- ➔ The President reported that the federal American Graduation Initiative, a twelve billion dollar plan to reform U.S. community colleges, is still stalled in the Senate. A concern is that availability of federal funds may not provide an incentive for states to continue supporting higher education and may actually increase state cuts.
- ➔ President Kathi informed the Board of the Foundation Board's increased commitment to the College. The Foundation's fund raising ability has been severely impacted by the recent reduction in the state-supported Advancement Office staffing. Consequently, the Foundation Board has voted to provide financial support for an Associate Director for Advancement position, as well as extend their financial commitment to the Executive Director for Advancement position. Foundation Board Chair Aaron Booker and Executive Director Anne Bowen interviewed and offered the position to former employee Nate Langstraat who accepted and begins full time employment in January. Nate was presented to the Board, which welcomed him back.

**TACTC REPORT**    ➔ TACTC –Trustees

- Trustee Tim Douglas reported on TACTC's joint Legislative and Executive Committees meeting, which also discussed the American Graduation Initiative. TACTC is developing a work group for a proposed event for the trustees, presidents and congressional representatives with a possible national speaker to be held sometime in 2010.
- The February 2010 ACCT Legislative Conference to be held in Washington DC was discussed. Trustee Tim Douglas advised he will be attending, and possibility of another trustee attending was discussed.
- The proposed Student Trustee Issue, a bill to include a student representative on the college boards of trustees, was discussed.
- The winter TACTC conference, January 24-25, will include the joint legislative evening with the trustees and presidents from Bellingham Technical College and Skagit Valley College on the evening of Monday, January 25. Trustees are to advise Keri Parriera of their availability to attend this conference.

**REPORTS--**  
Updates to reports  
presented with  
agenda

- ➔ **WFSE – John O’Neill, Representative**
  - On behalf of the Classified Union, Representative O'Neill thanked Barbara Rofkar and the other trustees for the invitation and warm hospitality at the winter social hosted by the trustees.
  - Representative O'Neill spoke about the Classified Union's reaction to the Governor's proposed budget with the hope that Board could advance a position for a more progressive tax program.
- ➔ **WCC Foundation – Anne Bowen, Executive Director for Advancement**
  - Executive Director Anne Bowen spoke about the Foundation's annual solicitation letter campaign and thanked Chuck Robinson, trustee representative on the Foundation Board, for writing personal notes on select letters.
- ➔ **Administrative Services – Ray White, Vice President for Administrative Services**
  - Vice President White shared that the College's Budget Committee is beginning to meet to review this year's budget, strategizing and recommending how cuts might be made, and communicating news to campus.
- ➔ **Educational Services – Trish Onion, Vice President for Educational Services**
  - Vice President Onion provided an update on increases in Financial Aid applications as well as the increases in advising walk-in contacts. She also reported an increase in student conduct issues during fall quarter. She believes this is attributed to the increase of adult students with anger issues who are not prepared for the classroom environment.
- ➔ **Instruction Office – Ron Leatherbarrow, Vice President for Instruction**
  - Vice President Leatherbarrow reported on the progress of the accreditation review process. The steering committee has been appointed and has met for the first time. Members to the five standards committees have also been appointed and will begin work in the winter quarter.

**DISCUSSION/  
ITEMS OF THE  
BOARD**

- ➔ President Hiyane-Brown thanked Trustee Barbara Rofkar and her husband George for a wonderful evening shared by all who attended the winter social hosted by the trustees on December 11.
- ➔ A guest editorial written by the trustees for the local newspaper prior to the legislature sessions was discussed. Nate Langstraat volunteered to work with a trustee.

- ➔ The President spoke about the possibility of holding a half-day trustee retreat in January or February to discuss College issues in relation to the state budget as it evolves in the legislature.

**EXECUTIVE SESSION**

The meeting was adjourned at 1:45 p.m. for a short break. The meeting reconvened into Open Session at 1:55 p.m. and immediately convened into an Executive Session for approximately one hour to consider the selection of a site or the acquisition of real estate by lease or purchase and to review the performance of a public employee. Guests included Assistant Attorney General Lisa Wochos and President Kathi Hiyane-Brown. Vice Presidents Ray White and Ron Leatherbarrow were asked to be available to join the Executive Session at some point during the session. It was advised that the Board might take action at the conclusion of the Executive Session. Board Chair Sue Cole extended the Executive Session by thirty minutes at 3:00 PM.

The Executive Session adjourned at 3:29 PM and the Board immediately reconvened into open session at 3:29 PM.

**ACTION**

Trustee Barbara Rofkar moved to modify the Presidential Contract with respect to Sections II and V.3. as identified in proposed Amendment 2 and to accept the proposed Amendment 2 as presented. It was seconded by Trustee Chuck Robinson and the **motion passed unanimously.**

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:31 PM.

Sue Cole  
Chair of the Board

1/15/10  
Date

Kathi Hiyane-Brown  
President and Secretary of the Board

1/13/10  
Date