

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Thursday, March 14, 2013

12:00 pm

- **WORK SESSION CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees work session to order at 12:00 p.m. Present in addition to the chair were trustees Steve Adelstein, Chuck Robinson and Tim Douglas, constituting a quorum. Sue Cole was not in attendance. Others present included President Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Ed Harri, Dean for Instruction; Anne Bowen, Executive Director for Advancement and Foundation; Brian Keeley, Director of Facilities; Lisa Wochos, Assistant Attorney General; and Keri Parriera, Executive Assistant to the President.

#### WORK SESSION

- Lunch was served from 12:00 noon – 12:30 pm.
- Capital Projects Update – Led by VP Nate Langstraat and Brian Keeley, Director of Facilities (*Goal 5: Strengthen the College's ability to deliver its mission*)  
A PowerPoint presentation, *The Capital Situation, Development and Planning at WCC*, outlined the facility projects currently in process and options for future development. The Institutional Master Plan was also discussed. Sam Weaver and Kris Wannquist, student members of the Student Recreation Center Committee, provided a status report presentation on the Pavilion remodel project. Emma Lynn Mutchler was unable to attend the meeting, but worked diligently on the presentation with the other two students.

#### BREAK

- The meeting was adjourned for a five-minute break at 2:00 p.m.
- **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:08 p.m. Present in addition to the chair were trustees Sue Cole, Steve Adelstein, Chuck Robinson and Tim Douglas, constituting a quorum. Others present included President Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Ed Harri, Dean for Instruction; Anne Bowen, Executive Director for Advancement and Foundation; Lisa Wochos, Assistant Attorney General; Vivian Hallmark, WFSE Representative; and Keri Parriera, Executive Assistant to the President, and faculty guests Mary Hammerbeck, Tara Hughes, BJ Millan and Margaret Vlahos.

#### EXECUTIVE SESSION

- At 2:08 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately 45 minutes to --“...review the performance of a public employee...” as provided for in RCW 42.30.110 (1) (g). Chair Rofkar announced that action was anticipated. Guests included President Kathi Hiyane-Brown, Vice President Ron Leatherbarrow, and Assistant Attorney General

Lisa Wochos. Faculty members Mary Hammerbeck, Tara Hughes, BJ Millan and Margaret Vlahos were called into the Executive Session at various times.

At 2:48 pm, the Executive Session was extended for 30 additional minutes until approximately 3:23 p.m. At 3:23 pm, the Executive Session was extended for an additional 15 minutes.

The Executive Session adjourned at 3:35 p.m. and the Board reconvened into open session at 3:35 p.m.

#### **ACTION TO ACCEPT AGENDA**

- Trustee Tim Douglas moved to approve the meeting agenda as proposed. It was seconded by Trustee Chuck Robinson and the **motion was approved unanimously**.

#### **PUBIC COMMENT ANNOUNCEMENT**

- Trustee Barbara Rofkar announced that there is a designated time for public comment on the agenda.

#### **ACTION**

- Tab A Tenure Consideration (Action Anticipated)

The names of the two full-time faculty members who participated in the required nine-quarter tenure review process were brought forward to the Board for consideration for tenure. Chair Barbara Rofkar conveyed that the Board had completed an extensive review of the tenure process documentation, and asked if there was a motion for consideration of tenure.

- Trustee Chuck Robinson, by mutual consent of the probationary committee, the probationer and the Board, moved to extend the probationary period for Beverly (BJ) Millan, Nursing faculty, for up to three additional quarters from Winter Quarter 2013. Trustee Tim Douglas seconded it and the motion was approved unanimously.
  - Trustee Sue Cole moved to award tenure to Mary Hammerbeck, English faculty. Trustee Steve Adelstein seconded it, and the motion was approved unanimously. A certificate of tenure was presented to Mary Hammerbeck by Board Chair Barbara Rofkar.
- Tab B Proposed Policy 521 (formerly 3160) Revision (2<sup>nd</sup> Reading, Action Anticipated)
    - Vice President Nate Langstraat presented the proposed revisions to the policy to the Board for their second reading. Trustee Tim Douglas moved retain policy 521 with proposed revisions. Trustee Chuck Robinson seconded it and the motion was approved unanimously.

The Board congratulated Nate on his appointment as Vice President of Administrative Services.

#### **CONSENT AGENDA**

- **Consent Agenda (Calendar)**

- Minutes of February 20, 2013 Board of Trustees Meeting (Attachment A)
- Minutes of March 5, 2013 Board of Trustees Special Executive Session (Attachment B)

Chair Rofkar stated: "If there are no objections, these items will be adopted." As there were no objections, **these items were adopted.**

### **PRESIDENT'S REPORT**

- The President congratulated Trustees Chuck Robinson and Barbara Rofkar, as last week, each of their trustee appointments was confirmed by state senate Trustee Sue Cole's appointment is still in the queue.
- President Kathi reported on a bill that had recently passed the senate requiring the State Board, subject to available funding, to select specific colleges to develop and offer programs that support K-12 students who are prepared and aspire to continue in these high-demand areas in college and the workforce.
- The March WACTC meeting will include a celebration for the All Washington Academic Team to recognize the academic achievement and community involvement of outstanding community college students. Two students from Whatcom will be honored during this event, Faline Jett and Kashia Gale.
- President Kathi recently met with WCC faculty member Trish Navarre and Kelly Kester regarding Trish's recent time in Beijing teaching English at one of our international partner schools, AGTA. The President is also meeting with Bellingham School District regarding international opportunities.

### **REPORTS**

- **ASWCC**
  - President Kathi reported that Chandra Thompson has resigned from the position of student government president. Britton Johnson is the interim president, but he was unavailable to attend today's meeting.
- **WFSE – Vivian Hallmark, Representative**
  - Nothing to report.
- **Administrative Services – Nate Langstraat, Vice President**
  - Nothing to report.
- **Instruction Office – Ron Leatherbarrow, Vice President**
  - Ron reported and Ed Harri and he have completed several interviews with finalists for the faculty positions, and they have very good candidates from which to select.
- **Advancement/Foundation Office – Anne Bowen, Executive Director**
  - Nothing to report.

### **DISCUSSION/TACTC/ITEMS OF THE BOARD**


- Trustee Tim Douglas reported on the spring TACTC meeting that WCC is co-hosting with BTC and Skagit. Trustee Chuck Robinson agreed to serve on the program development task force. Secretary of Veteran Affairs, General Eric Shinseki has been suggested as a keynote speaker.
- Trustees asked Keri to identify alternative dates for the scheduled November 13 Board of Trustees meeting.

**PUBLIC COMMENT**

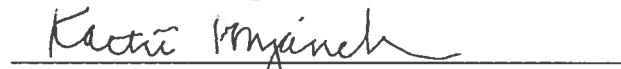
- ➔ Chair Rofkar called for public comment. There was none.

**ADJOURNMENT**

- ➔ There being no further business, the meeting was adjourned at 3:55 p.m.

  
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Chair of the Board

\_\_\_\_\_  
Date 4/17/13

  
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President and Secretary of the Board

\_\_\_\_\_  
Date 4/17/13