

MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Wednesday, September 21, 2011
2:00 p.m.

CALL TO ORDER Chair Steve Adelstein officially called the meeting to order at 2:01 p.m. Present were trustees Barbara Rofkar, Sue Cole, Chuck Robinson, and Tim Douglas, constituting a quorum. Others present were President Hiyane-Brown; 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 and Foundation; Nate Langstraat, PIO; Lisa Wochos, Assistant Attorney General; John O'Neill, WSFE Representative; Isaac Shantz-Kreutzkamp, ASWCC President; guest: Dr. Anne Marie Karlberg; and Keri Parriera, Executive Assistant to the President.

INTRODUCTIONS OF NEW FULL-TIME FACULTY ➔ Vice President Ron Leatherbarrow introduced the new tenure-track full-time faculty: Hilary Engebretson, Biology; John Fasler, Accounting and Business; Anne Hayes, Medical Assisting; and Johnny Hu, Math.

STRATEGIC DISCUSSIONS ➔ Accreditation – Next Steps (*Goal 5: Strengthen the College's ability to deliver its mission*) Presented by Dr. Ron Leatherbarrow, Dr. Anne Marie Karlberg and Associate Professor.

Vice President Leatherbarrow briefly spoke about the four commendations that College received in the award of Accreditation notice from the Northwest Commission on Colleges and Universities (NWCCU). A PowerPoint exhibit was presented to the Board by Dr. Anne Marie Karlberg outlining the actions the College is undertaking to implement the three recommendations identified by the NWCCU in the award letter. Whatcom is scheduled for a spring, 2012 report on Standard 1, and a formal NWCCU team visit in fall 2012. Vice President Leatherbarrow felt confident that the College will be ready for each of these conditions for continued accreditation.

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

- Minutes of July 20, 2011 Board of Trustees Meeting (Attachment A)
- Minutes of August 16-17, 2011 Board of Trustees Special Session Retreat (Attachment B)

Item b was removed from the Consent Agenda for amendment. Trustee Sue Cole proposed that the minutes of August 16-17, 2011 be amended as follows:

- Wednesday, August 17, 2011, at ~~145 Cottage Knoll Lane, Eastsound, WA~~ **Rose's Café and Bakery, 382 Prune Alley, Eastsound, WA.**
- Chair Steve Adelstein officially called the meeting to order at ~~8:00~~ **8:30** a.m.
- The meeting recessed at 10:30 a.m. for a break and reconvened at ~~11:30~~ **11:00** a.m. at ~~Rose's Café and Bakery, 382 Prune Alley, Eastsound, WA.~~ **145 Cottage Knoll Lane, Eastsound, WA**

Chair Adelstein stated: "If there are no objections, these items will be adopted." As there were no objections, **these items were adopted with the inclusion of the amendments.**

PRESIDENT'S REPORT

- President Hiyane-Brown shared a letter from Governor Christine Gregoire dated July 29, 2011, confirming the reappointment of Steve Adelstein as trustee of the Board of Trustees of Whatcom Community College. His term of appointment is October 1, 2011 through September 30, 2016.
- The President extended her sincere thanks to the trustees for their extensive work and support on behalf of the College. She acknowledged their very active presence and roles at many recent College events and functions, their generosity in opening their homes and hosting retreats and receptions, and for graciously representing the College at community and legislative events.
- President Hiyane-Brown spoke about the successful Administrative/Exempt Employee Professional Development Day held on August 31, and shared that an invitation was extended to BTC's exempt employees and they also participated. She expressed her thanks to the Professional Development Committee for their work on this program and other Opening Week events.
- The President held the first meeting of the Multicultural Advisory Committee in August. The initial committee consisted of five individuals from the community, and names are being solicited for additional members. The Committee's role and function were also identified.
- President Kathi reported that legislative messaging was the primary discussion topic of the August NW Higher Education Coalition meeting as well as for the recent conference call between the presidential representatives of the coalition.
- The President's Cabinet is finalizing the College's Workplan for 2011-12, which will be shared at the next board meeting. The President is drafting a proposed work plan for the Board that will support what we do as a College.
- The President reported on a recent conference call of SBCTC Presidents with Charlie Earl that discussed the State's recently released deficit revenue forecast, which looks to be significant and grim.
- President Kathi will be attending the WACTC meeting next week.
- The Chautauqua House Higher Education Session to be held at Skagit Valley College on October 13, 2011 was discussed. The agenda is prepared by the House Higher Education Committee, but there will be an audience dialogue period at which time issues relevant to local areas will be permitted. The President reported that to date, the State Board has prepared no congruent messaging statements on legislative issues to be used by the colleges.
- President Hiyane-Brown asked for the Board's participation in this year's WCC Foundation's fundraising campaign which focuses on three fundraising goals: access and student success; innovation and excellence; and capital equipment.
- The President shared the brochure from yesterday's joint regional Legislative Luncheon held at Bellingham Technical College. Legislators attending included Representatives Kristine Lytton and Vincent Buys, and Senator Doug Ericksen.
- President Kathi expressed her thanks to the student leaders for inviting her to participate in their leadership orientation activities. She was very impressed with their interaction and she looks forward to working with them this year.

REPORTS

- **ASWCC – Isaac Shantz-Kreutzkamp, President**
 - Isaac Shantz-Kreutzkamp spoke about the Leadership Training Program that members of the ASWCC attended in Wenatchee recently.
 - Isaac spoke about the student building project which is being introduced to the student body this quarter to gauge their level of support.

- Trustees were extended an invitation to attend the ASWCC Club Fair and Barbeque next Wednesday, September 28, 11 am – 2 p.m.
 - Isaac expressed the enthusiasm of the Executive Team for the coming academic year, and shared his appreciation of the opportunity to report to the Board.
- **WCCFT** – Wayne Erickson and/or Kimberly Reeves, Co-Presidents
- Not in attendance
- **WFSE** – John O'Neill, Representative
- John O'Neill reported that on September 8th, the WFSE contract was ratified by a vote of the union higher ed. members from across the state, indicating that the voting numbers on our campus were low. He shared that the consensus of our members was that they were really not pleased with the contract, but felt that it was better to have a contract than not.
- **Administrative Services** – Ray White, Vice President for Adm Services.
- Vice President White reported that the signage project is currently underway with two strategically located campus directories and several street-post directional signs being installed this week.
 - Ray White also reported that the Auxiliary Services Building construction will break ground about mid-October. The cost of permitting fees was also discussed.
- **Educational Services** – Trish Onion, Vice President for Ed Services
- Vice President Onion provided an update on fall quarter enrollment data to date. First-day enrollment is 3% less than the same period last fall, with Running Start enrollment estimated at 2% less than fall 2010. With Add/Drops, it is anticipated that 10-day enrollment counts will be close to even.
 - Trish shared that Financial Aid reports show an increase of 15% in the number of students receiving Pell Grants compared to last year. The reports also confirm that 85% more students are receiving PELL grants compared to two years ago.
 - The College was very pleased with a 31% increase over last year in the number of students attending the *Whatcom Wave* new student orientations. Additionally, 81% of the new Running Start students attended an orientation session. Four sections of the First-Year Experience courses were held, double the number from last fall. Overall, Educational Services is very pleased with these student success strategies that have been implemented.
- **Instruction Office** – Ron Leatherbarrow, Vice President for Instruction
- Noting additional to report.
- **WCC Foundation** – Anne Bowen, Executive Director for Advancement
- Executive Director Bowen reported that the WCC Foundation's annual Donor Recognition Breakfast has been scheduled for October 21, 2011 at the Bellingham Country Club. She hoped the Board would be available to attend.
 - Anne shared that the WCC Foundation is partnering with Village Books for a November 1st event featuring author Karl Marlantes. His award-winning book "*Matterhorn*," and his latest book is "*What Is It Like To Go To War?*" will be highlighted. Proceeds from the event will benefit the WCC Foundation and its

veterans' services initiative.

**DISCUSSION
ITEMS OF THE
BOARD**

- Trustee Douglas spoke about the recent joint Legislative Luncheon, and a discussion ensued regarding legislative messaging and the need for a strong, united message from the state-wide community and technical colleges. The value of student stories was also discussed.
- It was noted that the TACTC fall conference will be held on October 18 at the Double Tree Hotel at SeaTac. The agenda was shared and trustees were encouraged to let Keri know if they would be attending.

**EXECUTIVE
SESSION**

- The meeting was adjourned at 3:17 p.m. for a short break. The meeting reconvened into Executive Session at 3:25 p.m. for approximately one hour to discuss Real Estate [(b) ...to consider the selection of a site or the acquisition of real estate by lease or purchase...;] and Personnel [(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...No action was anticipated. Guests included President Kathi Hiyane-Brown, Vice President Ray White, Executive Director Anne Bowen, and Assistant Attorney General Lisa Wochos.
- The Executive Session adjourned at 4:30 p.m. and the Board reconvened into open session at 4:30 p.m.

**DISCUSSION
ITEMS OF THE
BOARD
continued**

- The Board continued its discussion on the importance of strong, united messaging from the colleges to the legislature and the need to develop strategic plans. The looming budget deficient and its impact on the College and the students was the focus of much concern and conversation.

ADJOURNMENT There being no further business, the meeting was adjourned at 4:55 p.m.



Chair of the Board

Oct. 12, 2011

Date



President and Secretary of the Board

10-12-11

Date