



MEMBERS:

- **Steve Adelstein**
Chair
- **Barbara Rofkar**
Vice Chair
- **Sue Cole**
- **Chuck Robinson**
- **Tim Douglas**

If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at 360.383.3330 (or TDD 647.3279) as soon as possible to allow sufficient time to make arrangements.

**NEXT MONTH'S
MEETING REMINDER**
**Wednesday,
February 8, 2012**

BOARD OF TRUSTEES

Meeting Agenda

Wednesday, January 11, 2012, 12:00 p.m.

Laidlaw Center Boardroom, #143

237 W. Kellogg Road
Bellingham, WA 98226

Lunch served at 12 noon

- I. Call to Order – 12 noon
- II. Work Session – 12:30 – 2:00 p.m.
 - Achieving the Dream—Our First Exciting Steps (*Goal 1: Expand opportunities for students to achieve their potential, and Goal 2: Strengthen the culture of learning*) - members of the ATC core team
- III. Call to Order – General Board Meeting – 2:15 p.m.
- IV. Consent Agenda (Calendar)
 - a. Minutes of December 14, 2011 Board of Trustees Meeting (Attachment A)
 - b. Proposed Fall Quarter 2011 Graduates (Attachment B)
- V. Board Action
 - TAB A – Proposed Academic Calendars for 2012-13, 2013-14, 2014-15 (1st reading, possible action)
- VI. Report from the President
- VII. Reports
 - ASWCC – John Laigaie, Vice President
 - WCCFT – Wayne Erickson/Kim Reeves, Co-Presidents
 - WFSE – John O'Neill, Representative
 - Administrative Services – Interim Vice President xxx
 - Educational Services – Vice President Trish Onion
 - Instruction – Vice President Ron Leatherbarrow
 - Advancement/Foundation – Anne Bowen, Executive Director
- VIII. Discussion / Items of the Board
 - TACTC Report
 - Other Topics
- IX. Executive Session
 - (g) Personnel Performance and (b) Real Estate
- X. Adjournment

***The Board of Trustees may adjourn to an Executive Session to discuss items provided for in RCW 42.30.110 (1):**

- (b) to consider the selection of a site or the acquisition of real estate by lease or purchase...;
- (c) to consider the minimum price at which real estate will be offered for sale or lease...;
- (d) to review negotiations on the performance of a publicly bid contract...;
- (f) to receive and evaluate complaints or charges brought against a public officer or employee...;
- (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...; or as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
- (h) to evaluate the qualifications of a candidate for appointment to elective office...;
- (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions... or... litigation or potential litigation...



CONSENT AGENDA

- a. Minutes of December 14, 2011 meeting of the Board of Trustees (Attachment A)
- b. Proposed Fall Quarter 2011 Graduates (Attachment B)

SUGGESTED RESPONSE

*The chair reads out the letters of the consent items. Then the chair states: “**If there are no objections, these items will be adopted.**” After pausing for any objections, the chair states, “**As there are no objections, these items are adopted.**”*



**MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Wednesday, December 14, 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, Public Information Officer; Lisa Wochos, Assistant Attorney General; John Laigaie, ASWCC Vice President; and Keri Parriera, Executive Assistant to the President.

**Strategic
Conversations**

- **Auxiliary Services Building Project Update--Tour and Q&A** (Strategic Goal 5: Strengthen the College's ability to deliver its mission)—Presented by Vice President Ray White and Brian Keeley, Director of Facilities
- The Auxiliary Services Building project was discussed. Vice President Ray White indicated that the project is on schedule and that the experience so far has been good. Strengholt Construction from Lynden is the chief contractor. They plan a 12-month build out. Ray reported that the Cordata Neighborhood Association has reviewed the plans and has been very supportive. At 2:07 p.m. the meeting was recessed in order for the Board and guests to tour the building site.

The meeting was called back into Open Session at 2:30 p.m.

**CONSENT
AGENDA**

- **Consent Agenda (Calendar)**

- a. Minutes of the October 12, 2011, Board of Trustees Meeting (Attachment A)

Chair Adelstein stated: "If there are no objections, this item will be adopted." As there were no objections, **this item was adopted.**

ACTION

- **TAB A – Proposed 2012 Board of Trustees Meeting Schedule** (1st reading, possible action)
- Trustee Tim Douglas moved to approve the 2012 Schedule of Board of Trustees Meeting Schedule as proposed. It was seconded by Trustee Sue Cole and the **motion was approved unanimously.**

**PRESIDENT'S
REPORT**

- A Christmas card was received by President Kathi from the Vice President Joe Biden family, which she shared with the Board.
- Nate Langstraat shared copies of the publications that were awarded Medallion Award Recognition as described in the reports to the Board. Mitch Tlustos was recognized for his exceptional work on these publications.
- A copy of the *Bellingham Business Journal* article featuring WCC's eLearning program was shared. Michael Shepard, the director of the program, has recently resigned so that he can to join his wife in Tanzania for one year. Vice President Ron Leatherbarrow spoke about the transition to online learning and the great work Michael has initiated in establishing this program with strong buy-in from the faculty. Greg Marshall has been appointed the interim director.

**PRESIDENT'S
REPORT
(continued)**

- President Kathi announced that Vice President Ray White has accepted the Vice President of Administrative Services position at Bellevue College. He starts January 3. The Board extended their thanks for his many years of service and work at the College and wished him well. President Kathi reported that she is working on an interim plan which she will share soon with the Board.
- President Hiyane-Brown shared that recent reports from the legislative special session actions indicated no new cuts to higher education. The College awaits the commencement of the full session in January for further information on solutions to the budget deficit. Whatcom continues to prepare for possible budget cuts by identifying strategies and reviewing programs, and is working on the messaging that will be shared.
- President Kathi reported on the AACC meeting she recently attended in Washington DC. Much of the conversation centered on potential cuts to Pell Grants.
- Several WACTC presidents recently met with Randy Dorn, State Superintendent of Public Instruction, regarding K-12 core learning and common standards to align with community college entrance requirements.
- President Hiyane-Brown shared that the Efficiency Study Task force has completed its second of three reports for the legislature, and the report is on the agenda for State Board adoption at their December meeting. The Efficiency Study report will be shared with the board as soon as it is approved for presentation to the legislature.

REPORTS

- **ASWCC** – Isaac Shantz-Kreutzkamp,, President
 - John Laigaie, Executive Vice President of the ASWCC announced that Isaac Shantz-Kreutzkamp has resigned as President of the ASWCC effective the end of fall quarter. An election will be conducted in January to fill the vacancy.
 - Student government is developing a plans to bring speakers to the campus and to help students connect with the campus.
 - A student video was shared with the Board, a result of the student legislative academy.
- **WCCFT** – Wayne Erickson and/or Kimberly Reeves, Co-Presidents
 - Not in attendance
- **WFSE** – John O'Neill, Representative
 - Not in attendance
- **Administrative Services** – Ray White, Vice President for Administrative Services
 - Nothing to add to the written report
- **Educational Services** – Trish Onion, Vice President for Educational Services
 - Nothing to add to the written report
- **Instruction Office** – Ron Leatherbarrow, Vice President for Instruction
 - Nothing to add to the written report
- **WCC Foundation** – Anne Bowen, Executive Director for Advancement
 - Nothing to add to the written report

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

- Trustee Tim Douglas shared information about the TACTC winter conference in January. The ACCT conference is in Washington DC in February, and Trustee Douglas will be attending.
- Trustee Douglas attended the SBCTC meeting, which discussed issues facing the system and testified at a legislative session on behalf of TACTC. The trustees are on record endorsing a revenue-enhancing plan; cuts are not being endorsed.
- TACTC is reviewing an ACCT grant that could be used to provide trustee training to review best practices in the nation and provide fresh ideas for consideration in districts.
- President Kathi spoke about the TACTC Transforming Lives Award and announced Whatcom's trustees nominee--Patricia Denga.

BREAK

The meeting recessed at 3:26 p.m. for a short break and reconvened at 3:35 p.m.

**EXECUTIVE
SESSION**

A closed Executive Session was immediately called at 3:35 p.m. for one hour to discuss (b) Real Estate and (g) Personnel Performance, and (g) as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining, with no action anticipated. Guests included President Kathi Hiyane-Brown, AAG Lisa Wochos, and Vice Presidents Ron Leatherbarrow and White. At 4:35, the Executive Session was extended by one hour to continue the discussions above. At 5:07 p.m. the meeting was called into Open Session.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:07 p.m.

Approved
*2012 Meeting Schedule of
The Board of Trustees*

**Second Wednesday of the Month (per WAC 132U-104)
2:00 p.m.**

**Whatcom Community College
Laidlaw Center Board Room (LDC 143)
237 W Kellogg Road
Bellingham, WA 98226**

Wednesday, January 11

Wednesday, February 8

Wednesday, March 14 (work session; start at 12 noon)

Wednesday, April 11

Wednesday, May 9 (work session; start at 12 noon)

**Wednesday, June 13
(6/15 commencement ceremony)**

Wednesday, July 11

**August (no regular meeting)
(Possible board retreat, August 14-16)**

**Wednesday, September 12
(Tentatively, quarter begins on Tuesday, September 18)**

Wednesday, October 10

Wednesday November 14 (work session; start at 12 noon)

Wednesday, December 12



Fall Quarter 2011 GRADUATES

The attachment contains the recommended Fall Quarter, 2011 graduate degrees, certificates and diplomas as confirmed by the WCC Registrar and recommended by the President for approval to award these and authorize the President to append the list of names to the minutes.

WHATCOM COMMUNITY COLLEGE

FALL GRADUATES

December 9, 2011

ASSOCIATE IN ARTS AND SCIENCES (HONORS PROGRAM)

Christina L. Canton (With Honors)
Lacey E. Cratsenberg (With Honors)
Vonda L. Dilorenzo (With Honors)
Samuel L. Goldstein (With Honors)

Jesmeen Kaur (With Honors)
Robyn Larue (With Honors)
Melisa M. Nelson (With Honors)
Victor R. Volz (With Honors)

ASSOCIATE IN ARTS AND SCIENCES

Amy T. Anderson (With Honors)
David R. Anderson
Karyn A. Anderson
Tiffany M. Anderson
Michael J. Andes (With Honors)
Josh T. Bailey
Tara N. Baker (With Honors)
Nathan W. Barbo
Katie A. Bedient (With Honors)
Tetsuya Bekki
Allison M. Berg (With Honors)
Colby R. Biesheuvel (With Honors)
Rebecca L. Biesheuvel (With Honors)
Avery A. Biggerstaff
Shawna L. Bladow
Jensen J. Boehm
James E. Boychuk (With Honors)
Samantha T. Boyle (With Honors)
Vickie L. Braam (With Honors)
Kayla R. Broweleit
Svetlana Bulanov (With Honors)
Ashley M. Cabe
Arturo A. Camejo
Jorge J. Cantu
Karen M. Cayford
Lydia A. Charleston
Chao Chen (With Honors)
Yen Yen Chong
Glenn E. Clark
Jessica M. Cloud
Sandra L. Cloud
Christina Cole
Conor M. Costello (With Honors)
Doak W. Covington
Greg R. Crooks
David Defehr
Michael J. Defouw
Nicole E. Deneui (With Honors)

Alissa Devries
Jordan C. Donahue (With Honors)
Tamara H. Donohoe
Matthew S. Duenas
Brendan C. Eagan
Naomi E. Eissinger (With Honors)
Spencer K. Elwell
Andrew S. Entrikin
Nicholas A. Falcone
Nancy K. Fortier
Jacob D. Foster
Stephen J. Foster
Jenna L. Freeman (With Honors)
Katherine M. Fugate
Miykal M. Gates
Heidi K. Goodsell
Ethan R. Green (With Honors)
Patricia T. Green (With Honors)
Lisa M. Greenacre
Heather H. Greig
Heidi D. Griffin (With Honors)
Jacob J. Haas (With Honors)
Kimberly A. Halwachs
David V. Hammer (With Honors)
Emma E. Hefton
Lachlan S. Henry (With Honors)
Tyler D. Hicks (With Honors)
Man Ying Ho (With Honors)
Evan A. Hodos
Marley M. Horne
Thomas J. Hughes (With Honors)
Joel D. Jeffrey
April C. Jeffries
Gabriel N. Jolly
Meagan L. Jung
Kai Kane-Ronning (With Honors)
Anna V. Khizhnyak (With Honors)
Andrew R. Kossmann

Emily L. Kramme (With Honors)
Anna S. Kuksenko
Alexander H. Kurata (With Honors)
Evette Lee (With Honors)
Yung-Yu Lin
Irina M. Litovchenko (With Honors)
Ariel L. Logan
Paige E. Lord
Sean R. Lyons (With Honors)
Estelle R. Maassen (With Honors)
Alexander H. MacCleod
Jaime A. Madison
Salma N. Malin
Ross A. Martini
Sarah A. McCarthy (With Honors)
Holly M. McClellan
Steven N. McCoy
Andrew P. Miller
Nicolas D. Miller
Shelbie N. Miller (With Honors)
Gordon D. Misley
Mariah P. Morgan
Dylan M. Morrison
Ashleigh J. Mullins
Thomas B. Naff
Takahito Namiki
Allison C. Nieto
Keith R. Olson
Jamy M. Pearson (With Honors)
Elaina N. Perez
Andrey P. Pilat
Cheyenna M. Pinley
Nicholas E. Piro
Kyle W. Reardon
Christina M. Reeve
Tsonsera S. Rhoades
Kelsi N. Rimstad
Ryan E. Roberts
Daniel B. Rogers
Phillip Rollins

Roy David Row (With Honors)
Rachel S. Sager (With Honors)
Grace A. Salisbury (With Honors)
Zackery L. Sanders
Derek D. Schmid
Luke J. Schweigert
Caroline Schwery
Timothy A. Schwisow
Megan C. Shaver (With Honors)
Nolan B. Shepherd
Vivian S. Sherman
Adam H. Slater (With Honors)
Sam B. Smith
Jackson G. Snyder
Samantha-Jo R. Spears (With Honors)
Jonathan A. Stackhouse (With Honors)
Kyle E. Stewart
Anna M. Stuart (With Honors)
David R. Sutterfield
Hannah J. Swanson (With Honors)
Jeffrey M. Terpsma
Chandra M. Thompson
Katie A. Thomson
Kjerstin M. Thorpe (With Honors)
Matthew L. Tiscornia
Terrence A. Todd (With Honors)
Cynthia Ann Totten
Kori L. Turk
Jarred W. Tyson
Megan A. Unrein
Trevor J. VanHouten
Rudy A. Vanry
Megan E. Wadkins (With Honors)
Min Wai Wang
Emily P. West
Laura J. Wigen (With Honors)
Julie L. Williams (With Honors)
Nathan T. Woods
Alexandria E. Wyandt

ASSOCIATE IN SCIENCE TRANSFER

Melissa L. Hunter

Ty A. Schepler

ASSOCIATE IN LIBERAL STUDIES

James F. Bates
Chelsie N. Clark
Rachel L. Greene
Ryan M. Jaeger (With Honors)
Nathaniel H. Kok (With Honors)
Diane M. Maurer (With Honors)

Michael A. Milfred
Keith R. Olson
Michael A. Polkus
Kelly VanderHeyden
Efren Zavala

Consent Agenda item b

ASSOCIATE IN ARTS EARLY CHILDHOOD EDUCATION

Tiffany N. Tyler

ASSOCIATE IN ARTS VISUAL COMMUNICATIONS

Tony J. Mihovilovich
Tamara L. Pavesi

Austin E. Till (With Honors)
Jamey J. Trudeau

ASSOCIATE IN SCIENCE ADMINISTRATION OF JUSTICE

Philip T. Jackson

ASSOCIATE IN SCIENCE MEDICAL ASSISTING

Steven Joseph Brock (With Honors)
Pamela J. Clark (With Honors)

Ying Yi Lam
Rachel Rodriguez

ASSOCIATE IN SCIENCE PHYSICAL THERAPIST ASSISTANT

Maria Y.B. Acevedo (With Honors)
Mikayla E. Burns (With Honors)
Steve L. Cope (With Honors)
Elia E. DeMoore (With Honors)
Darrin N. Downs
Christy M. Drayton (With Honors)
Courtney R. Ferguson (With Honors)
Yuliya V. Filimonova (With Honors)
Moritz W. Hamidou (With Honors)
Amy M. Harvie (With Honors)

Jesse D. Hofheimer
Teresa A. Maser
Jessica A. Monroe (With Honors)
Johanna C. Riddell (With Honors)
Jessica A. Roberts
Martha G. Thompson (With Honors)
Mark R. Turner (With Honors)
Chris C. Webb (With Honors)

CERTIFICATE ADMINISTRATION OF JUSTICE

Earl T. Hay

Sidar Tun

CERTIFICATE HOSPITALITY AND TOURISM MANAGEMENT

Katlyn J. Antila

CERTIFICATE MEDICAL ASSISTING

Steven Joseph Brock
Chrissy M. Kamps

Rachel Rodriguez

CERTIFICATE MEDICAL BILLING AND CODING

Diljeet Dhillon
Ekinderjit Dhillon

Patricia L. Hadeen

Consent Agenda item b

CERTIFICATE PARALEGAL STUDIES

Gail I. Livingston

Kathryn E. Parker

CERTIFICATE TECHNICAL SUPPORT

Jeffery M. Enriquez

HIGH SCHOOL DIPLOMA

Amy T. Anderson

Michael J. Andes

Nathan W. Barbo

Christina L. Canton

Karen M. Cayford

Yen Yen Chong

Kelley L. Gregory

Jacob J. Haas

Gabriel N. Jolly

Phillip Rollins

Timothy A. Schwisow

MEMORANDUM

Educational Services



TO: Board of Trustees
FROM: Trish Onion, VP for Educational Services
DATE: January 5, 2012
RE: 2012 – 2015 Academic Calendars

The proposed 2012-2015 Academic Calendars are offered for your review and approval in preparation for the publication of the 2012 – 2015 College Catalog.

In fall, an ad hoc group was convened to develop proposed academic calendars based upon input gathered from faculty and staff representatives. The proposed academic calendar recognizes the needs of our students and considers the limitations related to the statewide system, the faculty negotiated agreement, and credit equivalency requirements.

We appreciate your consideration of this submission.

Suggested Motion

Move to approve the 2012-2015 Academic Calendars as proposed.

Academic Calendar 2012-2013 - DRAFT B Proposal

September 2012

Su	Mo	Tu	We	Th	Fr	Sa
12	13	4	5	6	7	8
9	10	11	12	13	14	15
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November 2012

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January 2013

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March 2013

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May 2013

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July 2013

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October 2012

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December 2012

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February 2013

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April 2013

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June 2013

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August 2013

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Fall Quarter 2012

- 1-3 Sep Labor Day Weekend - Closed
- 25-Sep Quarter Begins
- 10-12 Nov Veterans Day Weekend - Closed
- 21-Nov No Classes - College Open
- 22-25 Nov Thanksgiving Holiday Weekend - Closed
- 14-Dec Quarter Ends
- 25-Dec Christmas Holiday - Closed

Winter Quarter 2013

- 1-Jan New Years Holiday - Closed
- 3-Jan Quarter Begins
- 19-21 Jan Martin Luther King Jr. Holiday Weekend - Closed
- 16-18 Feb Presidents Day Weekend - Closed
- 19-Feb Professional Development Day - Closed
- 22-Mar Quarter Ends

Spring Quarter 2013

- 2-Apr Quarter Begins
- 25-27 May Memorial Day Weekend - Closed
- 14-Jun Quarter Ends

Summer Quarter 2013

- 1-Jul Quarter Begins
- 4-Jul July 4th Holiday - College Closed
- 23-Aug Quarter Ends

170 Total Faculty Contract Days



Quarter Begins



Quarter Ends



Holiday - College Closed



No Classes - College Open



Faculty Work Day - No Classes - College Open

Academic Calendar 2013-2014 - DRAFT Proposal

September 2013						
Su	Mo	Tu	We	Th	Fr	Sa
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October 2013						
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November 2013						
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December 2013						
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January 2014						
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February 2014						
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March 2014						
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April 2014						
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May 2014						
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June 2014						
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July 2014						
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August 2014						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Fall Quarter 2013

31-Aug	Labor Day Weekend - Closed
1-2 Sep	Labor Day Weekend - Closed
25-Sep	Quarter Begins
9-11 Nov	Veterans Day Weekend - Closed
27-Nov	No Classes - College Open
28-30 Nov	Thanksgiving Holiday Weekend - Closed
1-Dec	Closed
13-Dec	Quarter Ends
25-Dec	Christmas Holiday - Closed

Winter Quarter 2014

1-Jan	New Years Holiday - Closed
8-Jan	Quarter Begins
18-20 Jan	Martin Luther King Jr. Holiday Weekend - Closed
15-17 Feb	Presidents Day Weekend - Closed
18-Feb	Professional Development Day - Closed
28-Mar	Quarter Ends

Spring Quarter 2014

8-Apr	Quarter Begins
24-26 May	Memorial Day Weekend - Closed
20-Jun	Quarter Ends

Summer Quarter 2014

1-Jul	Quarter Begins
4-6 Jul	July 4th Holiday - College Closed
22-Aug	Quarter Ends

170 Total Faculty Contract Days

-  Quarter Begins
-  Quarter Ends
-  Holiday - College Closed
-  No Classes - College Open
-  Faculty Work Day - No Classes - College Open

Academic Calendar 2014-2015 - DRAFT Proposal

September 2014						
Su	Mo	Tu	We	Th	Fr	Sa
		2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2014						
Su	Mo	Tu	We	Th	Fr	Sa
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19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2014						
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December 2014						
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28	29	30	31			

January 2015						
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February 2015						
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March 2015						
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29	30	31				

April 2015						
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May 2015						
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June 2015						
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28	29	30				

July 2015						
Su	Mo	Tu	We	Th	Fr	Sa
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29	30	31				

August 2015						
Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Fall Quarter 2014

30-31 Aug	Labor Day Weekend - Closed
1-Sep	Labor Day Weekend - Closed
23-Sep	Quarter Begins
10-Nov	No Classes - College Open
11-Nov	Veterans Day - Closed
26-Nov	No Classes - College Open
27-30 Nov	Thanksgiving Holiday Weekend - Closed
12-Dec	Quarter Ends
25-Dec	Christmas Holiday - Closed

Winter Quarter 2015

1-Jan	New Years Holiday - Closed
7-Jan	Quarter Begins
17-19 Jan	Martin Luther King Jr. Holiday Weekend - Closed
14-16 Feb	Presidents Day Weekend - Closed
17-Feb	Professional Development Day - Closed
27-Mar	Quarter Ends

Spring Quarter 2015

7-Apr	Quarter Begins
23-25 May	Memorial Day Weekend - Closed
19-Jun	Quarter Ends

Summer Quarter 2015

1-Jul	Quarter Begins
3-5 July	July 4th Holiday - College Closed
21-Aug	Quarter Ends

170 Total Faculty Contract Days

-  Quarter Begins
-  Quarter Ends
-  Holiday - College Closed
-  No Classes - College Open
-  Faculty Work Day - No Classes - College Open

**Reports to the Board of Trustees
January 11, 2012 Meeting**

➤ **WCCFT—Wayne Erickson and Kimberly Reeves, Co-Presidents**

- Negotiations have begun and the team is looking forward to welcoming Nate Langstraat to the table.

➤ **Administrative Services—Nate Langstraat, Interim Vice President**

- **Finance** *Objective 5.1: Create and manage growth through fiscal, capital, technological and human resource development*
State Board analysts are still recommending that the community college system prepare for reductions of approximately 15% to be implemented for the 2012-13 fiscal year. For Whatcom, this will mean a reduction of over \$1.5 million in operating funds. President's cabinet and the Budget Review Committee continue to examine potential strategies for meeting the crisis. The committee's next meeting is March 6.
Physical Plant *Objective 5.1: Create and manage growth through fiscal, capital, technological and human resource development*
Auxiliary Services Building Update – The ASB is progressing on schedule. The earthwork is completed and the storm and sewer infrastructure is installed, including the drainage systems for the two rain garden areas. Communication conduit has been installed to connect the ASB site to the Cascade Hall server room. Strengholt Construction will begin pouring foundation footings the week of January 9, 2012.
- **College Services** *Objective 5.4: Develop processes to promote a safer environment for teaching, learning, and working*
Emergency Preparedness – Members of the *Resilient Bellingham Consortium* from Whatcom, WWU, and BTC met in December to review progress of the grant status and goals. As part of the grant, Incident Command Series (ICS) training opportunities are scheduled for key emergency responders at all three institutions in January.
- **Technology** *Objective 5.1: Create and manage growth through fiscal, capital, technological and human resource development*
Service Issues – Over the past month, IT staff upgraded the virtual desktop environment to the most current version, wireless was upgraded to support wireless phones and blackboard wireless readers, and the team has made several security changes to the network to meet new state security guidelines for internet technology. Also just released was a new Moodle server with new and more robust features.

➤ **Educational Services—Trish Onion, Vice President**

- **Achieving the Dream** *Objective 1.3. Increase support for diverse and changing student populations.*
Focus Group Training – Ten faculty and staff were recently trained to facilitate student focus groups. During January and February, several focus groups will be conducted to gain qualitative data to supplement the quantitative key measures related to (1) progression through pre-college math and English; (2) timing of the first math course; (3) math placement; (4) gate keeper courses (high enrollment, low success); (5) academic progress (alert, probation, suspension); (6) retention rates;

and (7) graduation rates. This will all contribute toward creating a college-wide “culture of evidence” as we identify obstacles and barriers to success for students at Whatcom.

- **Campus Events and Diversity Awareness** *Objective 1.3. Increase support for diverse and changing student populations. Objective 3.1. Increase College stature as a community and educational partner.*

The upcoming 14th Annual Martin Luther King Conference, hosted by Whatcom Human Rights Task Force and Whatcom Community College will be held in Syre Student Center on Saturday, January 14th. The theme this year is *Reawakening Dreams, Empowering Communities*. This is a FREE community conference with registration starting at **9:30am**. This year's event will have 2 keynote speakers and the involvement of several Whatcom Community College student presenters.

- **Service Learning** *Objective 1.4 Introduce new opportunities for student learning and engagement.*
The MLK Day of Service – Call to Action will be held on Monday, January 16th, 2012, from 8am – 1pm. The day will begin with a kick-off event with a free breakfast in the Syre Auditorium from 8am – 9:30am. There will be two speakers along with student-led discussion and reflection on MLK's message of equal opportunity and economic justice. After the kick-off event, participants will be bussed downtown (free of charge) to participate in the community-wide Poverty Action March and Essential Needs Drive beginning at 10:30am, inspired by Dr. King's “Poor People's March” that he was planning before his assassination. After the march, participants will convene behind the Public Library at noon to reflect on the day and what more they can do to help. WCC and BTC students will make up the majority of the participants, but faculty, staff, and friends and family are encouraged to attend, as well.

- **Student Life** *Objective 1.4 Introduce new opportunities for student learning and engagement*

The new ASWCC president will be elected January 12, after formal nominations and speeches are finalized. The ASWCC executive team has many new members. As a result, the Student Life staff recently conducted a 2-day workshop focused on team-building and leadership responsibilities.

➡ **Instruction—Ron Leatherbarrow, Vice President**

- **Accreditation and Assessment:** (5.4 Foster a culture of continuous improvement based on institutional effectiveness)

This section of the Instructional program Board Report for the past several months has addressed the process we have developed for reviewing and revising the Accreditation Self-Study, particularly Chapter One, addressing Standard 1. The college's report will be due by March 1 to a panel of reviewers, who will in turn prepare recommendations for the NWCCU. Our report will consist of a revision of Chapter One and a summary of our progress on the three recommendations issued by the Evaluation Committee following their visit in April 2011

Preparation of these elements of the Report will be managed by a small group of college leaders familiar with the process and issues and the data needed to support our claims. That group will meet during the first week of the Winter term to discuss the process, set timelines, and distribute assignments. The segments of the chapter will be due soon after, and the deadline for preparation of the final draft will be before mid-February. The draft will then be reviewed by a larger group of people, with feedback from key faculty and staff, and also by the Board of Trustees, President's Cabinet, division chairs, and the College Council. This process will confine the writing to those with the primary

accountability and expertise but will also incorporate advice from representative groups across the college.

- **Strategic Planning:** (5.4 Foster a culture of continuous improvement based on Institutional effectiveness)

The strategic planning process for the next year will involve the customary review and modification of our goals and objectives, and we will conduct the process with improved focus, as a result of several college initiatives. The preparation of the accreditation report will include a review of college mission and the concept of mission fulfillment, critical in framing the outcomes and indicators for Standard One and for developing Standard Five later in the 7 year cycle. We are also identifying and analyzing data elements for the Achieving the Dream and student achievement initiatives.

Our work on these initiatives will provide a more informed approach to strategic planning and in the spring term we will come at the strategic plan and the planning process far more equipped to refine our goals and objectives for the next planning cycle and to provide effective data to support our claims.

- **Budget:** (5.1 Create and manage growth through fiscal, capital, technological, and human resource development)

We continue to explore all means of reducing costs while maintaining a comprehensive set of programs and offerings. We are experiencing an enrollment decline, and early signs in the winter enrollments indicate that we, especially the division chairs, have done a very effective job in paring the schedule of classes to efficiently capture the student enrollment. We will continue to monitor our enrollment and make additional adjustments for the spring term and next year. We also continue to study the impact of high cost programs such as the allied health programs and Parent Education; discussion includes such issues as impact on students, impact on the community, state policy, program delivery and configuration, and the potential for effective collaboration with neighboring institutions.

- **Organizational Change:** (5.4 Foster a culture of continuous improvement based on institutional effectiveness and 5.1 Create and manage growth through fiscal, capital, technological, and human resource development)

Some key changes have occurred recently in the instructional administration. Michael Shepard, Director of eLearning for the past year and the guiding hand for our online program for the past three years, has left the college. Greg Marshall will serve as the interim Director of eLearning. Greg's administrative experience, especially in marketing, will be valuable as we plot the immediate and future growth of eLearning. Greg has also worked with Michael and with Danielle Gray and is familiar with the issues and the college's approach to developing the eLearning program and the faculty support components.

In Continuing Education, Shandeem Gemanis, a longtime program coordinator/specialist in the area, will be assigned greater responsibility, on an interim basis, for directing the unit. She will work closely with other staff to maintain the college's programs.

Both Greg and Shandeem will report to the Vice-President for Instruction. I am confident that we have strong leadership to maintain both our eLearning and CE programs in the interim, and this approach will allow the college to conserve resources as well.

Professional/Technical – Linda Maier

- **Goal 1: Expand Opportunities for Students to Achieve Their Potential**

Whatcom received notification from the State Board for Community and Technical Colleges (SBCTC) of approval of a \$5,000 Perkins Non-Traditional Grant to develop and host a 1-day regional conference on Diversity in Education. The Center of Excellence for Careers in Education has pledged \$1,500 in support; Dr. Francisco Rios, Dean of WWU's Woodring College of Education, will be a featured speaker.

Whatcom received 28 applications (24 slots) to its first 2012 Cybersecurity Camp for local high-school juniors and seniors. The Cybersecurity Camp, funded by a National Science Foundation grant, begins January 28 for 6 Saturday sessions. Corrinne Sande, Computer Information Systems Program Coordinator, is the director of the camps and is overseeing all camp activities. Whatcom has received great support for the camps from local high-schools and the Technology Alliance Group (TAG).

Whatcom will be hosting its second annual Guys & Guts workshop on Saturday, January 21. This health career exploration workshop is targeted to middle school boys who will participate in exciting hands-on learning activities led by faculty experts in the field. This workshop is funded by Perkins Non-Traditional Grant.

Washington State was one of nine states awarded a 60 million Race to the Top-Early Learning Challenge grant over the next 4-years. Sally Holloway, Whatcom's Early Childhood Education (ECE) Program Coordinator, worked last summer with Michelle Andreas from the State Board on the professional development plan for the state's ECE workforce that was part of Washington State's winning proposal. Funding from this grant will provide 400 scholarships that will be made available for currently employed care providers to earn credits to get to the "tipping point" in an ECE higher education program.

- **Goal 3: Contribute Actively to the Vitality of Whatcom County**

Whatcom received notification from the Workforce Training & Education Coordinating Board that our \$197,737 grant application was awarded. The grant's NW Corner Professional Development Partnership supports workplace-based learning for employees in early learning centers in Whatcom, Skagit, San Juan and Island Counties. Whatcom was one of 3 colleges funded in Washington State to serve as a pilot in the development of models for replication state-wide in providing professional development for incumbent workers. Sally Holloway, Early Childhood Education Program Coordinator, will take the lead as the project's director.

Whatcom received notification from SBCTC of approval of a \$15,000 Perkins Innovation Grant to fund the development of four mobile applications courses. Topics will cover mobile application development for Android, iPhone and Windows. WCC, with the help of Technology Alliance Group (TAG) and the Association of Washington Business, utilized information from surveys conducted of individuals and employers both regionally and state wide which verified interest and need for courses on these topics. An industry advisory group is in the process of being formed to advise on the project and work with WCC faculty in developing the new curriculum. Michael Koepp, Computer Science instructor, will take the lead on this project; WCC expects to offer the first courses starting fall 2012.

- **Goal 4: Model Sustainability**

Bob Riesenberg, co-chair of the Sustainability Committee, along with committee members Jan Adams and Wendy Borgesen, attended a Curriculum for the Bioregion conference sponsored by The EvergreenCollege. The one-day conference involved faculty and staff from colleges across the state and focused on sharing best practices of how colleges have incorporated sustainability into their curriculum and college culture.

➤ **Foundation and College Advancement – Anne Bowen, Executive Director**

- **Foundation** *(3.1.3 – Develop the College’s and Foundation’s community involvement and presence; and 5.2.3 – Contribute to fiscal stability through entrepreneurial activities and efficiencies)*
 - **2011-12 Gifts** – Draft reports as of 1/03/2012 show we received 44 gifts totaling \$16,332 in December 2011. Year to date we have received \$87,515 compared to \$54,033 received last year at this time (not including the \$80,000 bequest from the Settlemyer Estate).
 - **WCC Annual Holiday Celebration Luncheon** - The WCC Annual Holiday Celebration Luncheon was held December 7th. All WCC employees were invited to attend as a thank you for their hard-work and dedication over the year. The event was well received, and the Combined Fund Drive Committee partnered with us again to bring a holiday cookie exchange to the event. The cookie exchange raised \$3,000 to help establish the Alissa Hagman Memorial Scholarship and continue to support the Jon Leatherbarrow Memorial Scholarship. The Foundation anticipates receiving these funds from CFD in the January/February distribution.
 - **Annual Appeal** – The Foundation’s Annual Appeal letter was sent to 1,364 constituents, and has now resulted in \$18,026 in gifts and pledges. Last year \$14,250 was brought in from our annual appeal, and we expect to continue to see more response throughout January.
- **Communications, Marketing and Publications** *(3.1.3 - Develop the College’s and Foundation’s community involvement and presence)*
 - A number of publications were completed or in development for a variety of events and programs:
 - Winter 2012 Business, Computer, and Technical Skills Training brochure
 - International Programs Fact Sheet produced in multiple languages
 - College and Transfer Fair posters and cards
 - NW Diversity in Education Conference save-the-date card for June 1 event at WCC
 - Conference Services brochure insert cards
 - CIS Cybersecurity Camp T-shirts
 - Community Education/Continuing Education website development
 - College electronic holiday greeting
- **Press Releases/Media Relations – Summary/Highlights Of Media Coverage** *(3.1.3 - Develop the College’s and Foundation’s community involvement and presence)*
 - **WCC in the News**
 - [Whatcom Community College gets grant for cyber security training, 12/27](#)
 - [Whatcom Community College students urge government officials to invest in the future](#)
 - [Online education growing as colleges face state budget cuts](#)

In addition, athletic news coverage can be found at www.whatcom.ctc.edu/athletics. Press releases, public service announcements and an ongoing list of news articles can be found at www.whatcom.ctc.edu/news.