Whatcom
COMMUNITY COLLEGE

MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Wednesday, July 11, 2012
2:00 p.m.

- **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:01 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, Interim Vice President for Administrative Services; Michael Singletary, Registrar and Acting Vice President for Educational Services; Anne Bowen, Executive Director for Advancement and Foundation; Lisa Wochos, Assistant Attorney General; Kim Reeves, WCCFT President; Charles Pope, ASWCC President; and Keri Parriera, Executive Assistant to the President.

  Vice President Ron Leatherbarrow introduced Dr. Charles Harris, the recently hired eLearning Director for the WCC.

ACTION TO ACCEPT AGENDA

- It was moved and seconded that the meeting agenda be approved as proposed, and it was approved unanimously.
- Trustee Barbara Rofkar announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

- **Consent Agenda (Calendar)**

  a. Minutes of the June 13, 2012, Board of Trustees Meeting (Attachment A)

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

ACTION

- **TAB A** -- Student Rec Center: Local Fund Balance And Student Fee (first reading, possible Action) – Kelsey Rowlson, Student, former Public Relations Coordinator for ASWCC

  Kelsey spoke about the project with the Board, utilizing a PowerPoint presentation, and discussions ensued.

  Trustee Steve Adelstein moved to approve a student fee of up to $6.32 per credit up to a maximum of 15 credits per student beginning fall quarter 2013, and to utilize ASWCC funds up to $1.1 million to design and construct a Student Recreation Center expansion to the current Pavilion. The motion was seconded by Trustee Chuck Robinson and the **motion was approved unanimously.**

- **TAB B** -- Pavilion Improvements: Floor and Sound System (1st reading, possible Action)—Charles Pope, ASWCC President.

  Charles Pope spoke to the Board about the improvement projects.

  Trustee Sue Cole moved to approve the use of ASWCC funds not to exceed $38,060.60 to support improvements to the Pavilion. The motion was seconded by Trustee Tim Douglas and the motion was approved unanimously.

- **TAB C** -- Faculty Negotiated Agreement (first reading, possible Action)—Nate Langstraat

  Trustee Chuck Robinson moved to approve the negotiated agreement between the Board of Trustees of Whatcom Community College and the Whatcom Community College Federation of Teachers, which is to be in effect from July 11, 2012 through June 30, 2015. The motion was seconded by Trustee Steve Adelstein and **the motion was approved unanimously.**

PRESIDENT'S REPORT

- President Kathi received a letter from Phi Theta Kappa headquarters regarding faculty member, Gretchen Coulter, and her leadership as WCC's PTK adviser. Gretchen was commended for the remarkable job she has accomplished with Whatcom's program and its students. Our chapter recently reached the third of five start levels in the chapter.
- President Kathi, Mike Singletary and Jack Wollens participated on a conference call initiated by Representative Rick Larsen along with representatives from Western and Skagit regarding the interest rate on Stafford Student Loans and PELL grants. Students could be facing challenges in the future with federal grants.
- President Kathi shared that WWU, Whatcom and BTC are sharing in a safety and emergency training position to continue grant priorities to provide continued training on each of our campuses.
- President Kathi revealed that she attended the recent TACTC meeting to see Tim installed as President, but missed that portion of the meeting. She spoke enthusiastically about Sal Kahn's (founder of the Khan Academy) presentation on his instructional videos on YouTube. During the meeting, Charlie Earl shared a draft of the 2013-14 State Board budget that included increasing our enrollment targets for 2-year colleges in the system which comes at a time of declining enrollments. It featured student achievement incentives, efficiency incentives, and other items.
- Updated WCC Fast Facts pamphlets were shared with the Board. Thanks to Mary Vermilion and her staff for creating and providing these helpful leaflets.
- The Chuckanut Writers Conference was held on the campus recently and was a resounding success. Trustee Robinson shared comments from the evaluations which were quite positive. Linda Howson and her staff were thanked and given kudos for their work.
- Commencement was a success and went smoothly.

REPORTS

- **ASWCC** – Charles Pope
  - Charles spoke and the leadership training that the executive team recently attended in Wenatchee and that training will continue through early September before classes begin.
- **WCCFT –** Kimberly Reeves, President
  - Kim expressed thanks to the Board for approving the faculty negotiated agreement. She said the "administrative team was awesome."
  - Kim shared that she has received a number of emails from colleagues over the summer, expressing concern that the full-time faculty positions be filled and for the need for more full-time representation.
- **Administrative Services** – Nate Langstraat, Interim Vice President
  - The approved College Operating Budget books were distributed to the Board.
- **Educational Services** – Michael Singletary, Registrar & Acting Vice President
  - Nothing additional to add to his written report.
- **Instruction Office –** Ron Leatherbarrow, Vice President
  - Ron recognized Ed Harri, newly appointed Dean for Instruction who has joined the Cabinet table.
  - Ron shared that the faculty ratio discussion is ongoing and that a priority faculty hiring list has been developed and will be reviewed before fall quarter. Full-time faculty recruitments are planned for fall quarter.
- **Advancement/Foundation Office** – Anne Bowen, Executive Director
  - Anne shared that the Foundation is planning a President's Circle Reception to be held on September 19, and that the trustees will be receiving an invitation soon. Other planned events are the donor appreciation breakfast and a spring fundraiser. Details to be shared at a later date.

DISCUSSION/TACTC/ITEMS OF THE BOARD

- Board Retreat, August 23-24, 2012 in SeaTac—Brainstorming ideas
  - The focus of the retreat will be on planning for the next fiscal year and reviewing the strategic plan.
  - Additional discussions included the policy agreement between BTC and Whatcom, the legislative reception and the winter meeting, and possible topics for the study sessions next year .
- Proposed Date Change for September Board Meeting
  - It was the consensus of the trustees that the scheduled September 12, 2012, Board of Trustees meeting be moved to Thursday, September 20.

- Trustee Tim Douglas shared that the screening committee, on which he is a member, is meeting tomorrow and Friday with candidates for the Executive Director position with the State Board. August 2 is an open meeting that trustees are encouraged to attend.
- A debrief of the spring TACTC meeting was reported. The fall TACTC conference will be the second presentation in the GISS series. The Spring TACTC conference will be hosted by WCC and BTC and will allow for a high profile of our region.

PUBLIC COMMENT

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

BREAK

- The meeting was recessed for a 5-minute break at 3:06 p.m. The meeting reconvened into open session at 3:11 p.m.

EXECUTIVE SESSION

- At 3:11 p.m., the meeting was adjourned for a closed Executive Session of the Board for approximately 30 minutes to *"(b) to consider the selection of a site or the acquisition of real estate by lease or purchase...; and (g) to review the performance of a public employee."*
- Chair Rofkar announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Interim Vice President Nate Langstraat, Advancement Executive Director Anne Bowen, and Assistant Attorney General Lisa Wochos. Trustee Steve Adelstein recused himself from the meeting during the discussion regarding real estate.

  The Executive Session adjourned at 3:40 p.m. and the Board reconvened into open session at 3:40 p.m.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 3:40 p.m.

Barbara J. Rofkar

Chair of the Board

8/23/12

Date

Kathi Hiyane-Brown

President and Secretary of the Board

8/23/12

Date