

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Thursday, September 20, 2012

2:00 p.m.

- **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:05 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; Trish Onion Vice President for Educational Services; Anne Bowen, Executive Director for Advancement and Foundation; Kerena Higgins, Assistant Attorney General; Kim Reeves, WCCFT President; and Keri Parriera, Executive Assistant to the President.

ACTION TO ACCEPT AGENDA

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

STRATEGIC CONVERSATIONS

- **Introduction of New Employees**

Vice President Ron Leatherbarrow introduced three of his newer direct reports and shared information about their backgrounds: Ed Harri, Dean for Instruction; Janice Walker, Director for Workforce Education; and Charles Harris, Director for eLearning. Two new full-time faculty were named as well: Angela Lockridge, Nursing Instructor, and Ray Spencer, temporary CIS instructor. Both of these faculty members were attending department meetings so could not be introduced in person to the Board.
- **Updates in Collaborations and Partnerships.**
 - Dean Ed Harri reported on the Collaboration in STEM.
 - 1) **Chemistry for the Informed Citizen**

This NSF sponsored project at Western Washington University brings college and community college faculty together to develop inquiry based curriculum for entry level chemistry courses. Paul Frazey (chemistry) and Sara Julin (physics) have both been involved with this project for a number of years.
 - 2) **Building Laboratory Parity throughout the Curriculum**

This Hewlett Packard sponsored program allows students and instructors at high schools and community colleges to utilize highly specialized, expensive equipment housed at Western Washington University to perform experiments they would not otherwise have the opportunity to perform through the use of remote instrumentation. This preparation for upper level STEM courses is invaluable training for students at the entry levels.
 - 3) **Collaborative research**

Building a life science course for elementary education teachers: John Rousseau (biology) is

currently serving as co-PI for an NSF sponsored project with faculty at Western Washington University, Chico State University, and local K-12 educators. The project develops curriculum and trains elementary school teachers to deliver a lab based, inquiry based biology curriculum to elementary students.

- Director Janice Walker reported on the Collaboration in Workforce and Grants.
 - 1) **Entrepreneurship Curriculum – Launch & Grow your Business**
This program was developed in collaboration with WWU/Small Business Development Center & NW Innovation Resource Center and is viewed as potential seed for larger entrepreneurship presence at WCC.
 - 2) **Mobile Apps**
New curriculum is being developed in collaboration with the Washington State Business Association and TAG on survey design curriculum.
 - 3) **Hospital Employee Education & Training (HEET) Grant**
BTC, with Whatcom as a sub, was awarded a second year SBCTC \$750K grant (\$140K for Whatcom) to service incumbent healthcare workers in entry and mid-level positions.
 - 4) **Online PTA**
Collaborating with Pierce College and Yakima Community College to provide labs for Pierce students and clinical placements for Yakima students.
 - 5) **Health IT**
This \$11.2M grant, funded by the Department of Labor, is a nine-college collaborative consortium to train workers in health IT security. Bellevue College is the lead on this four-year grant program.
 - 6) **Cybersecurity Camps**
Collaboration with local high schools as part of a Two-year NSF/ATE funded grant to host cybersecurity camps for regional high school students. Includes additional collaboration with industry including TAG, Boeing, and SPIE for guest speakers and prizes for competitors.
 - 7) **Cyberwatch West**
Multi-state collaborative project with four California colleges and universities to establish a West Coast Region Center of Excellence in Cybersecurity.
 - 8) **Capacity Building in Cybersecurity Grant** (three-year project, \$500k)
Collaborating with WWU and UW to build 2- and 4-year degree pathways
 - 9) **Lifelong Learners/40+**
ENCORE advisory committee with community partners.
- Sally Holloway spoke about several Early Childhood Education Collaborations.
 - 1) **NW Corner Development Grant Project**
A collaboration between WCC and Skagit Valley College
 - 2) **STARs Basics in Childcare Curriculum** (collaboration state-wide)
 - 3) **Family Home Child Care Guidebook** (collaboration state-wide)
 - 4) **Early Achievers Opportunity Grant** (collaboration state-wide)
- Nate Langstraat spoke about the Administrative Services Collaborations and Partnerships
 - 1) Copy/Print Services between Whatcom and WWU was highlighted
 - 2) Emergency Management-Resilient Bellingham Consortium is continuing with BTC and WWU

CONSENT AGENDA

Consent Agenda (Calendar)

- a. Minutes of the August 23-24, 2012, Board of Trustees Retreat (Attachment A)

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

PRESIDENT'S REPORT

- The State Board commended WCC for successfully satisfying previously identified compliance issues with the Title VI and Title IX requirements.
- NWCCU sent a letter announcing that the next on-campus visit to WCC will be on October 30th. The visiting evaluator is from the College of Southern Idaho.
- President Kathi received a congratulatory letter from Senator Cantwell's office recognizing Whatcom's part of the \$11.8 million grant for Health IT training programs.
- The President also received a letter thanking the College for student participation in the *Students of Color Conference* that was held in the spring. Thanks were expressed to Krysta Walia for her work in organizing and working with the students. Thanks were also extended to Monica Koller and Laura Singletary for their support with this project.
- Whatcom was selected as a site for a Washington Campus Compact VISTA project, and was assigned a VISTA volunteer, Katherine Chambers. She will be working with low-income, first generation, and veteran student populations.
- The President expressed her thanks and appreciation for the Board's support in attending several of the Opening Week events and the Opening Day program, as well as the President's Circle Reception. Of special note was the announcement during the reception of the Foundation's support and work with the Health Professions Education Center capital building project and the significant Charles and Phyllis Self's legacy gift to the Foundation.
- Each of the trustees who had completed terms of five years or more on WCC's Board was awarded a WCC 5-year service certificate.
- President Kathi recognized the Professional Development Committee for their exceptional work in developing the Opening Week activities, particularly the coordination of the department and area exhibits during Opening Day.

REPORTS

- **WCCFT – Kimberly Reeves, President**
 - Kim Reeves noted that a faculty negotiating team is being assembled to begin work soon on the MOU with the administration.
 - Kim shared that the new faculty union executive team includes many adjunct as well as full-time faculty representation.
- **WFSE Vivian Hallmark, Classified Representative**
 - Vivian had no additional items to report.
- **Administrative Services – Nate Langstraat, Interim Vice President**
 - Nate provided an update on the Health Education Professions Center and shared that OFM has approved Whatcom's submission.
 - Nate also shared that Cynthia Hoskins will be joining Administrative Service office as the Administrative Assistant.
 - Linda Wilson was awarded the Classified Excellence Award at All College Day.

- **Educational Services – Trish Onion Vice President**
 - Trish distributed a handout on Financial Aid.
 - Trish Onion reported that the new student orientation sessions were well attended, and that mandatory sessions would be instituted in the spring for all first time, full-time students as part of our student success strategies.
- **Instruction Office – Ron Leatherbarrow, Vice President**
 - Ed Harri provided an enrollment update reporting that FTE is 3,676 students, down 5.8% from the same period last year. The class fill rates are close to last year's numbers.
- **Advancement/Foundation Office – Anne Bowen, Executive Director**
 - Anne spoke about upcoming press releases including the Health Professions Education Center (HPEC) and the Turning Point program.

DISCUSSION/TACTC/ITEMS OF THE BOARD

- Trustee Tim Douglas moved to accept the proposed changes to the dates of the October and November Board of Trustees Meetings, which will be Tuesday, October 23, 2012, and Tuesday, November 13, 2012. The motion was seconded by Trustee Chuck Robinson, and the motion was approved unanimously.
- The assignment of a voting delegate to the October ACCT meeting in Boston was discussed, and it was agreed that Steve Adelstein would be the designee for WCC.
- The Board was presented with a draft Board Work Plan that was compiled from the ideas generated at the August Board retreat. It was agreed that the draft plan would be studied by trustees who will send feedback to Keri to compile for further discussions at the October meeting.

PUBLIC COMMENT

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

BREAK

- The meeting was recessed at 3:30 for a 5-minute break. The meeting reconvened into open session at 3:35 p.m.

EXECUTIVE SESSION

- At 3:35 p.m., the meeting was adjourned for a closed Executive Session of the Board for approximately 30 minutes to "...to review the performance of a public employee...". Chair Rofkar announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Vice President Ron Leatherbarrow, and Assistant Attorney General Kerena Higgins. At approximately 3:45 p.m., President Kathi Hiyane-Brown and Vice President Ron Leatherbarrow were excused from the meeting.

The Executive Session was extended at 4:00 p.m. for approximately 30 additional minutes. President Kathi Hiyane-Brown was invited to rejoin the Executive Session at this time.

- The Executive Session adjourned at 4:25 p.m. and the Board reconvened into open session at 4:25 p.m.

ADJOURNMENT

➤ There being no further business, the meeting was adjourned at 4:25 p.m.

Barbara J. Rofler
Chair of the Board

10/23/12
Date

Kathryn Myanich
President and Secretary of the Board

10/23/12
Date