



**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**Laidlaw Center Board Room**  
**Wednesday, March 16, 2011**  
**2:00 p.m.**

**CALL TO ORDER**

Chair Chuck Robinson officially called the meeting to order at 2:01 p.m. Present were trustees Barbara Rofkar, Sue Cole, Steve Adelstein, 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; Lisa Wochos, Assistant Attorney General; Wayne Erickson, WCCFT President; John O'Neill, WSFE Representative; Brad Widman, ASWCC President; guests: Gretchen Coulter, Jody Dewilde, Kathryn Saulsbury, Tran Phung, and Jamie VanBeek; and Keri Parriera, Executive Assistant to the President.

**ACTION  
ITEMS**

➤ **TAB A – Review of Tenure for Probationary Faculty**

The names of full-time faculty members who had participated in the required nine-quarter tenure review process were brought forward to the Board for consideration for tenure. Chair Chuck Robinson conveyed that the Board had completed an extensive review of the tenure process documentation and had interviewed the probationary faculty and select members of their committees. Chair Robinson asked if there was a motion for consideration of tenure.

- Trustee Barbara Rofkar moved to award tenure to **Jody Dewilde**, Developmental Education Math faculty. It was seconded by Trustee Steve Adelstein, and the motion was approved unanimously.
- Trustee Sue Cole moved to award tenure to **Gretchen Coulter**, English Composition faculty. It was seconded by Trustee Barbara Rofkar and the motion was approved unanimously.
- Trustee Steve Adelstein moved to award tenure to **Kathryn Saulsbury**, Nursing faculty. It was seconded by Trustee Barbara Rofkar and the motion was approved unanimously.
- Trustee Tim Douglas moved to award tenure to **Tran Phung**, Physics faculty. It was seconded by Trustee Barbara Rofkar and the motion was approved unanimously.
- Trustee Steve Adelstein moved to award tenure to **Jamie VanBeek**, Medical Assisting faculty. It was seconded by Trustee Sue Cole and the motion was approved unanimously.
- Trustee Sue Cole, by mutual consent of the probationary committee, the probationer and the Board, moved to extend the probationary period for **Anne George**, French and Interdisciplinary Studies faculty, for up to three additional quarter(s) from Winter Quarter 2011. It was seconded by Trustee Tim Douglas and the motion was approved unanimously.

Each of the newly tenured faculty members were presented with a certificate of tenure and congratulated by the Board as well as an audience of colleagues, friends and family.

**BREAK** The meeting recessed at 2:10 p.m. for a short reception in honor of the newly tenured faculty. The meeting was reconvened at 2:30 p.m.

**STRATEGIC DISCUSSIONS**

- Preparing for 2011-2012 – Budget & Fiscal Planning (*Goal 5: Strengthen the College's ability to deliver its mission*) – Ray White
  - Ray White shared a PowerPoint presentation on the current status of the fiscal outlook for the 2011-12 budget. The presentation incorporated factors being considered, including reductions, efficiencies, growth elements, impact areas, and current challenges. A timeline for preparation and submission of a proposed budget to the Board was also discussed. It is anticipated that the legislative budget process will be lengthy this year, which may in turn delay in presenting our budget proposal to the Board. Consideration for an extension may be requested in June, if this delay occurs.

**CONSENT AGENDA**

- **Consent Agenda (Calendar)**
  - a. Minutes of February 10, 2011 Board of Trustees Meeting (Attachment A)
  - b. Minutes of February 11, 2011 Board Special Session Attendance at the Efficiency Forum (Attachment B)
  - c. Minutes of the March 10, 2011 Board Special Session (Attachment C)

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

**PRESIDENT'S REPORT**

- President Hiyane-Brown thanked Trustee Tim Douglas for representing the College at two recent local events, the College Promise Coalition panel on March 1 and a Legislative Forum held in Ferndale last week. Both events received good press coverage.
- President Kathi and Bellingham Technical College's President Patty McKeown met with several legislators in February while in Olympia, and are scheduled to meet with others later this month. She shared that the legislators said that they are not hearing from higher education or other constituents about negative effects of further cuts to education funding. Environmental groups are the most active in sharing their concerns. A letter was recently drafted and sent to all the legislators and chairs of the higher education committees of the House and Senate, cosigned by President Kathi and Board Chair Robinson, outlining the concerns for the future of higher education. This letter had been shared electronically with the Board.
- President Kathi spoke about the Governance Institute for Student Success (GISS) that is scheduled for the trustees as part of the TACTC meeting, June 26-28. Board members have been sent a self-evaluation form that they are asked to complete as preparation for this institute. Keri was asked to resend the form which has a deadline submission date of April 5 to the Board.
- The President shared that Kelly Kester has informed the college community that our present international students from Japan have all been in communication with their families after the earthquakes and subsequent tsunami, and have told that they are alright. Former WCC international students were from the affected area, but those students have now transferred to universities throughout the US or have returned to their homes.

- One of our Japanese International students, Yuka Ikeda, was recently selected as Whatcom's All-Academic team representative. She will be accepting this award next week in Olympia at a reception for the team.
- The WCC Foundation has announced that Cindy Kline, Vice President for Human Resources with the St. Joseph/Peace Health organization, has been appointed as a new member of the Foundation Board member.
- President Kathi continues her conversations with local business and educational leaders regarding opportunities for collaboration, including Sue Sharpe, Bob Boulee, Shawn Kemp, as well as Provost Riordan, Brad Smith and Arlan Norman, all with WWU. Vice President Ray White also met with Western's housing authority regarding international housing.

## REPORTS

- **ASWCC** – Brad Widman, President
  - Brad reported that the student government sent to the state legislators 11 pages of signatures to a petition on the importance of higher education.
- **WCCFT** – Wayne Erickson, President
  - Not present at this time.
- **WFSE** – John O'Neill, Representative
  - Nothing additional to report
- **TACTC** – Trustees
  - Nothing additional to report
- **Administrative Services** – Ray White, Vice President for Adm Svcs.
  - Nothing additional to report
- **Educational Services** – Trish Onion, Vice President for Ed Svcs
  - Nothing additional to report
- **Instruction Office** – Ron Leatherbarrow, Vice President for Instruction
  - Vice President Leatherbarrow thanked the Board for its tradition of celebrating tenure.
  - The final accreditation report has been submitted to the evaluation team and NWCCU.
- **WCC Foundation** – Anne Bowen, Executive Director for Advancement
  - At next week's, City Club, Representative Rick Larsen is the speaker. Trustee Tim Douglas and possibility Trustee Chuck Robinson will be in attendance representing WCC.

## DISCUSSION/ ITEMS OF THE BOARD

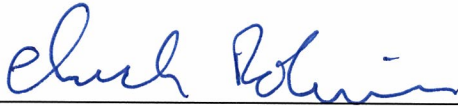
- No items of the board.

**EXECUTIVE  
SESSION**

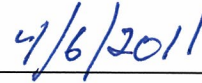
The meeting was adjourned at 4:02 p.m. for a short break. The meeting reconvened into Executive Session at 4:02 p.m. to discuss real estate issues (per RCW 42.30.110 (1) b and/or c). Guests included Assistant Attorney General Lisa Wochos, President Kathi Hiyane-Brown, and Vice President Ray White.

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.



Chair of the Board



Date



President and Secretary of the Board



Date