

MINUTES
BOARD OF TRUSTEES
Special Work Session
Wednesday, March 18, 2009 4:00 p.m.
Whidbey Island Bank, Fairhaven Branch
1318 12th Street, Bellingham, WA 98225

CALL TO ORDER Chair Barbara Rofkar officially called the meeting to order at 4:10 p.m. Present were trustees Sue Cole, Chuck Robinson, Steve Adelstein, Tim Douglas. 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 Foundation and College Advancement; and Keri Parriera, Executive Assistant to the President.

WORK SESSION

College Budget Planning

President Kathi Hiyane-Brown opened the session by querying the Board of their objectives for this work session. Two aims were put forward: 1) define role of trustees with legislators in conveying support for college initiatives; 2) budget reduction overview and work on budget reduction scenarios.

President Kathi and Dean Linda Maier shared information on the Strategic Plan and the College Work Plan, and discussed how the principles of each were linked together following the budget process last year. Discussion continued on how the Strategic Plan guides the direction of the College in the development of budgetary priorities.

Vice President Ray White provided an update on the latest information available on the state legislative budget process that was imparted at the recent SBCTC Business Affairs Council meeting. A state budget is anticipated to be available for a vote by next week. The College foresees receiving our budget allocations from the State Board by the beginning of April. The Budget Committee's progress to date was shared with the Board. Increased enrollment is expected for the next biennium despite the predicted State increase in student tuition. Other possible revenue sources were discussed including grants and corporate subsidies, although the College does not have a dedicated grant writer position.

A review of criteria for an administrative review for budget reductions was shared by Vice President Trish Onion. This tool can be implemented for review of non-academic areas. Instruction is working with faculty on the development of an instructional program review process.

BREAK

The meeting adjourned at 6:05 p.m. for a short meal break and reconvened at 6:40 p.m.

Each of the vice presidents shared overall reduction strategies that have been developed in their specific areas through discussions with staff and faculty. The consensus is that this is a challenging time for all involved, as the College will be doing more with less resources. It was agreed that increasing community awareness

of the College through programs on campus, facility rentals, and partnerships with local businesses and institutions are positive efforts for continuing and future support of the College.

Vice Presidents Onion and White provided an update on the status of the student fee increase proposal that was recently passed by the student government. Student government representatives will present the proposal to the Board for their review at the April meeting.

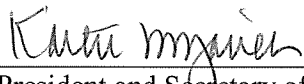
The trustees discussed strategies for supporting and representing College initiatives through their interactions with the State Board and our legislators. Trustees also shared their support of College's focus on community and global awareness as well as our veteran's program

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:05 p.m.


Chairman of the Board

4/9/09
Date


President and Secretary of the Board

4/13/09
Date