

MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Tuesday, November 4, 2008
2:00 p.m.



CALL TO ORDER Chair Barbara Rofkar officially called the meeting to order at 2:04 p.m. Present were trustees Sue Cole, Chuck Robinson, Steve Adelstein, and 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; Jason Tetzloff, Dean for Instructional and Academic Support; Anne Bowen, Executive Director for Foundation and College Advancement; Lisa Wochos, Assistant Attorney General; Bob Riesenberg, WCCFT President; John O'Neill, WSFE Representative; David Burkett, ASWCC President; guests: Kathy Goebel, Jan Adams, Beth Tyne, Jenny Nilsson, Michael Marshall, Scott Nelson, and Michael Sparks; and Keri Parriera, Executive Assistant to the President.

President Hiyane-Brown introduced Kathy Goebel, Associate Director for the State Board for Community & Technical Colleges, who is part of the State Leadership Program. Kathy is at Whatcom meeting with President Hiyane-Brown, her mentor in this program. Kathy Goebel thanked the Board, on behalf of the State Board, for their outstanding service to the College.

STUDY SESSION ➤ **Experiential Learning and Whatcom Community College**

Vice President Trish Onion led a study session on experiential learning, the approach of linking the classroom to the community. This methodology encompasses a wide range of activities—classroom laboratories, hands-on and team work, co-curricular student leadership, practicum (clinical placements such as in allied health fields), cooperative education work study positions in the field, and independent study.

Jan Adams spoke about service learning and internship placements. Handouts were distributed about the program, as well as example student portfolios. Two students presented to the Board regarding their experiences in the program. Jenny Nilsson spoke on environmental education among sixth-grade students, and Michael Marshall, a returning veteran student, spoke about his experience working with Cascade Prosthetics and Orthotics in Ferndale. In addition, Michael Sparks with the Public Defenders Office, spoke about the interns who have worked with his office for the past 26 years. It has been a successful program for both parties. These students are generally very motivated, ambitious, driven, and are enriched from a work setting that is realistic. Students also gain valuable networking connections through these experiences.

Beth Tyne, WCC Learning Contract Coordinator, shared the philosophy of self-directed learning. Students are able to create their own class, self-designed, or adapt a class from our catalog which is offered in a different mode, with mentors individually assigned. Student Scott Nelson spoke about his self-directed study of mycology which he studies under the guidance of a faculty mentor from WWU.

MINUTES ➤ **Consent Agenda (Calendar)**

- Minutes of October 15, 2008 Board of Trustees Meeting
Chair Rofkar stated: "If there is no objection, this item will be adopted." As there were no objections, **this item was adopted.**

PRESIDENT'S REPORT

- President Hiyane-Brown reported that Whatcom Community College was featured in a *Chronicle of Higher Education* article on notable construction projects at community colleges. Roe Studio was highlighted.
- The College populace has been focusing attention on a number of issues and initiatives, including legislative matters, budget planning and identifying College budget savings, and feasible reorganization options. The President thanked the faculty and staff for sharing their ideas.

**PRESIDENT'S
REPORT
(continued)**

- The College continues work on friend-raising and helping to re-establish the WCC Foundation.
- The President has been asked to submit a presentation for the American Association of Community Colleges (AACC) Conference in April 2009 on the capacity for greater representation of minorities in leadership positions in two-year colleges. This workshop would try to encourage minorities to engage or look at leadership opportunities in community colleges. This is a topic Kathi is very passionate about and she is excited to be part of this initiative on a national level.
- The President will be attending the AACC national organization's board meeting next week in Washington DC.
- The President also extended thanks to her Cabinet for their continued support and for the additional work they have taken on above and beyond their already full workloads in areas of E-learning, capital projects, community building, etc. They are a great group to work with, very capable leaders.

**REPORTS
Updated at Meeting**

ASWCC – David Burkett, President

- President Burkett reported on the success of the athletics programs. WCC has five teams going to the Northwest Athletic Association of Community Colleges (NWAACC) tournaments: women's volleyball; men and women's soccer; men and women's cross country. Additionally, five of our student athletics were selected for the Athletic All Academic Team (criteria being a 3.5 GPA with at least 36 credits [sophomore status] and recommendation from their colleges).
- The student government has established a Veteran's Club, and the club is presenting programs and activities on Friday from 1-4 p.m. in honor of Veteran's Day.
- Another campus activity will be a poetry slam on Wednesday.
- Leon Scott has been elected to serve as the new ASWCC Vice President for Administration.

WCCFT – Bob Riesenber, President

- The faculty negotiation team is currently meeting with the Administration.

WFSE – John O'Neill, Representative

- Nothing to report.

TACTC – Trustees

- Trustee Sue Cole reported on the Association of Community College Trustees (ACCT) Fall Conference, held last week in New York City, attended by herself, Trustee Robinson and President Hiyane-Brown. Very informative sessions were held on topics including funding fundraising and for community colleges, greening campuses, institutional research, and sustainability. The trustees have returned with many ideas, especially for Board study session topics.
- Trustee Cole, a member of the Trustees Association for Community and Technical Colleges (TACTC) Task Force on the Mission Study, provided a report on their November 3rd meeting. The task force has been assigned to review how well the community and technical college system is serving its communities and if resources are being used well. Additional meetings are to be held in January and March, 2009 to review data, studies, and reports with the State Board staff.

WCC Foundation – Anne Bowen, Executive Director for the Foundation and Advancement.

- The Annual WCC Foundation Campaign Letter project is being finalized and letters will be mailed in late November.
- The Director of Communications and Marketing position has been filled and Sue Coppa will begin next week. This position is a component of the Advancement Office.

Administrative Services – Ray White, Vice President

- Vice President White reported that the College has been in discussions with the Bellingham Police Department regarding the possibility of providing office space for a patrol officer and auto, 24/7. This is not to be considered campus security, but would be a presence on campus as the officer(s) patrol the north county areas. We are currently looking at a temporary site for them, as a permanent facility location would not be available until next fall.
- Thieves attempted to take ATM from Syre building last evening/early morning.

**REPORTS
Updated at Meeting
(continued)**

Educational Services – Trish Onion, Vice President

- Vice President Onion reported on the reorganization in Student Programs as the College redefines student life and athletics. The delayed recruitment for a position of Associate Director of Student Life and Diversity is now going forward in support of this reorganization.
- Trish reiterated that the Veteran’s celebration will be held on Friday, and will identify resources available to veterans here in our community, as well as recognize and honor the service of those who serve or have served our country in the military. Whatcom has 160 veteran students on campus.

Instruction Office – Ron Leatherbarrow, Vice President

- Vice President Leatherbarrow reported that faculty negotiations were progressing well.
- The College, in consultation with faculty, is working on an instructional area reorganization involving the clustering of instructional departments within four divisions. No specific timeline has been identified.
- An ad hoc committee is reviewing the tenure probationary process and will be recommending a consistent, substantial format for the documentation submitted to the Board for final review.

**DISCUSSION/
ITEMS OF THE
BOARD**

On behalf of the Board, Chair Barbara Rofkar requested a review process for the College’s policies and procedures. Lisa Wochos, Assistant Attorney General, offered to review selected policies/ procedures from a legal perspective and report back to the Board with recommendations. The President’s Cabinet was requested to provide an assessment of the policies/procedures and bring recommendations to the Board. AAG Wochos will attend a Cabinet meeting go over suggestions for the review. An assignment sheet and schedule will be developed and shared with the Board. The State Board will be contacted to see if it has model policies that afford broad, complete coverage.

**EXECUTIVE
SESSION**

The meeting was adjourned at 4:08 p.m. for a short break. The meeting reconvened into Executive Session at 4:15 p.m. to discuss real estate and collective bargaining issues. Guests included President Hiyane-Brown, Vice President Ron Leatherbarrow, Vice President Ray White, and Assistant Attorney General Lisa Wochos.

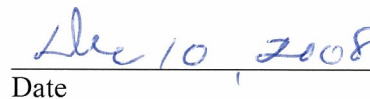
The Executive Session adjourned at 5:05 p.m. and the Board reconvened into open session at 5:05 p.m.

ADJOURNMENT

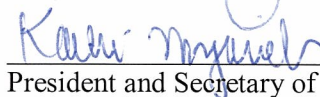
There being no further business, the meeting was adjourned at 5:05 p.m.



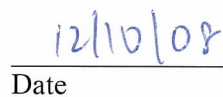
Chairman of the Board



Date



President and Secretary of the Board



Date