

**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**Laidlaw Center Board Room**  
**Wednesday, October 21, 2009**  
**2:00 p.m.**

**CALL TO ORDER** Chair Sue Cole officially called the meeting to order at 2:05 p.m. Present were trustees Chuck Robinson, Steve Adelstein, and Tim Douglas. Absent was trustee Barbara Rofkar. 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; Anne Bowen, Executive Director for Foundation and College Advancement; Lisa Wochos, Assistant Attorney General; Charles Tompkins, WCCFT President; John O'Neill, WSFE Representative; Danielle Way, ASWCC President; guests: Charles Earl, Executive Director of the State Board of Community and Technical Colleges and Keri Parriera, Executive Assistant to the President.

**STUDY SESSION** ➔ Charlie Earl, Executive Director for the State Board of Community and Technical Colleges, presented the study session on the State Board organization. He distributed a packet of materials with information on the State Board. Questions were taken from the trustees and cabinet members. The Board thanked Director Earl for coming to Bellingham and sharing this information.

**BREAK** The meeting recessed at 3:10 p.m. for a short break and reconvened at 3:15 p.m.

**CONSENT AGENDA** ➔ **Consent Agenda (Calendar)**

- a. Minutes of September 23, 2009 Board of Trustees Meeting (Attachment A)
- b. Proposed Summer Quarter 2009 Graduates (Attachment B)

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

**PRESIDENT'S REPORT**

- ➔ Notification from the Governor's office announced that Trustee Sue Cole's appointment as a trustee of Whatcom Community College was renewed for five additional years until September 30, 2014.
- ➔ Enrollment report—10th day fall 2009 enrollment figures indicate an 8.9% overall increase from the previous fall (6,448 headcount; 3,908 FTE).
- ➔ The Whatcom Community College Mission Statement review is continuing on campus. The Mission Statement is an integral element in the college's Accreditation Review and self-study development as themes are ascertained from it.
- ➔ The President reported that Vice President Ron Leatherbarrow has accepted the assignment as the College's Accreditation Officer. He will be developing an internal structure to commence our self-study and report for the spring 2011 campus visit of the Accreditation team.
- ➔ The President reflected on the ACCT meeting that she attended with trustees Rofkar and Adelstein.
- ➔ Collaboration meetings with local educational institutions are continuing.

**REPORTS** ➔ **ASWCC – Danielle Way, President**

- Student Events: Oktoberfest is being celebrated today; next week an open forum will be held on Initiative 1033; next Thursday is a dance and Halloween activities; Veteran's Day will feature an event on either November 10 or 11; Bottomline Duo, a couple on the cello and string bass, will be performing on November 18 at 11:30 AM in the Heiner Auditorium. Both are students of Bellingham origin (Traci attended Western Washington University and Spencer attended Whatcom Community College).
- Athletics: Nine of our student athletes qualified for the NWAAC All Academic Team

(minimum 36 credits, GPA of 3.25 or higher, with a recommendation from WCC); additionally, our Men's Soccer Team had more eligible students than any other school in the conference.

- Council Activities: Josh Lydolph, has been appointed Council at Large Representative; Council will be participating in a NW Leadership Summit of student leaders from BTC, WWU and NWIC to discuss goals and look an collaborative event opportunities; five students will be attending a legislative academy to learn how to lobby with legislators.

➔ **WCCFT** – Charles Tompkins, President

- The membership composition for the Adjunct Affairs Committee was approved by the Contract Administration Committee (CAC). This committee will provide a voice on issues affecting adjunct faculty.
- The Faculty Union Negotiations Task Force will be meeting on October 28 with the focus on the memorandum of understanding.

➔ **WFSE** – John O’Neill, Representative

- John O’Neill had nothing to add to his submitted report.

➔ **ACCT/TACTC** –Trustees

- Trustee Adelstein reported on the ACCT meeting sessions. Of specific interest were the sessions on visioning for the future regarding sustainability and instructional prospects and collaborative opportunities with other area constituents for obtaining resources.
- TACTC was also a very informative meeting.

➔ **WCC Foundation** – Anne Bowen, Executive Director for Advancement

- Anne reported that the College will have share a table with BTC for the November 13, 2009 Philanthropic Luncheon in Seattle.
- Tomorrow evening is the Foundation’s College Conversations event at the home of Trustee Robinson.

➔ **Administrative Services** – Ray White, Vice President for Adm Svcs.

- Vice President White had nothing to add to his submitted report.

➔ **Educational Services** – Trish Onion, Vice President for Ed Svcs

- Vice President Onion reiterated information about the student and faculty co-curricular events and thanked Barry Maxwell for his efforts in organizing the Initiative 1033 forum.
- The cycle of educational services continues in recruiting and outreach to the community.

➔ **Instruction Office** – Ron Leatherbarrow, Vice President for Instruction

- Vice President Leatherbarrow had nothing to add to his submitted report.

**DISCUSSION/  
ITEMS OF  
THE BOARD**

➔ **Proposed Policy “Naming of Facilities”**

Trustee Steve Adelstein moved to approve the revisions to policy 2175 Naming of Facilities (copy attached) as submitted. It was seconded by Trustee Tim Douglas and the **motion passed unanimously**.

**ACTION  
ITEMS**

➔ **Proposed Board Work Plan**

Trustee Tim Douglas moved to approve the 2009-2010 Board Work Plan (copy attached) as submitted with the appendage of one additional item as follows: “Support the College’s collaboration endeavors with regional fellow institutions and other agencies”. It was seconded by Trustee Chuck Robinson and the **motion passed unanimously**.

**ADJOURN-  
MENT**

There being no further business, the meeting was adjourned at 4:50 p.m.

Susan Cole  
Chair of the Board

Nov. 19, 2009  
Date

Kurtin Morgan  
President and Secretary of the Board

11-19-2009  
Date

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TITLE:	Naming of Facilities
NUMBER:	<del>2175</del> New Number 320
APPROVED BY BOARD OF TRUSTEES:	2/10/98
AMENDED BY BOARD OF TRUSTEES:	10/21/2009; 10/8/02

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The Board of Trustees has the exclusive right to name all permanent structures and sites of Whatcom Community College. Further, the Board reserves the right to modify, amend, or remove any name assigned to a permanent structure or site of Whatcom Community College.

It is the intent of the Board that such naming convey the highest honor and is reserved for those who have made extraordinary contributions through personal service or financial support. Thus, any individual or organization so chosen to be honored pursuant to this policy shall satisfy at least one of the following criteria:

- A former member of the Board of Trustees,
- A former employee who has made an outstanding contribution to Whatcom Community College,
- A citizen who has made a substantial monetary or personal service contribution to the Whatcom Community College district.

Naming actions shall not detract from the College's values, dignity, integrity, or reputation, nor shall any action create a conflict of interest or confer special privileges.

As the Board intends to name permanent structures or sites in a way that honors the College's values and enhances the College's reputation, the Board reserves the right to accept or reject any proposed names. The decision of the Board of Trustees shall be final.

A name will ordinarily remain on a structure or site for the life of the structure or site. If at some future time the structure or site is replaced (which may include a major reconstruction that substantially changes the functions or appearance of the structure or site), the name may or may not be carried on the replacement structure or site as approved by the Board of Trustees. If the name is not used on the replacement structure or site, the Board of Trustees will determine any alternative recognition as appropriate.

The Board delegates authority to the College President for designating the functional and descriptive names of buildings, rooms and areas on campus such as:

1. Function naming: designation of a generic name based on the area's usage, physical character or location, e.g. Board Room, Staff Lounge.
2. Descriptive naming: a descriptive name may also include its function and be given for reasons other than to honor an individual or organization, e.g. Foundation Building.

**BOARD OF TRUSTEES  
WORK PLAN 2009-2010**

**Approved at the October 21, 2009 Board Meeting**

- \* Strengthen advocacy for the college and the students with the following groups:
  - o State legislators
  - o Community leaders
  - o State Board for Community and Technical Colleges
  - o State and national trustee organizations (TACTC and ACCT)
  - o National Congressional leaders
  
- \* Support the work of the strategic plan and 2009-2010 work plan
  
- \* Support and become engaged in the fundraising work of the WCC Foundation
  
- \* Continue the review and revision to the Board policies