

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES RETREAT

August 17-18, 2017

Willows Lodge, 14580 NE 145<sup>th</sup> St., Woodinville, WA

Thursday: 8:00 a.m. – 4:00 p.m.; 6:00 pm – 8:00 p.m.

Friday: 8:00 a.m. – 12:00 p.m.

#### Thursday, August 17, 2017

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 8:47 a.m. Present in addition to the chair were trustees Steve Adelstein, and John Pedlow, constituting a quorum. Trustee Barbara Rofkar was absent. Others present included President Kathi Hiyane-Brown; Ed Harri, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Luca Lewis, Vice President for Student Services; Sue Cole, Executive Director for Institutional Advancement; Janice Walker, Dean for Workforce Education; Anne Marie Karlberg, Director for Intuitional Assessment & Research; and Rafeeka Kloke, Special Assistant to the President.

#### INTRODUCTION OF GUEST

- Dr. Jack Oharah, former President of Edmonds Community College, was introduced as the facilitator for the two-day planning retreat of the Board.

#### ACTION TO ACCEPT AGENDA

- Trustee Adelstein moved to approve the meeting agenda as proposed. It was seconded by Trustee Pedlow and the **motion was approved unanimously.**
- Chair Douglas announced that there is a designated time for public comment on the agenda.

#### CONSENT AGENDA

##### ➤ Consent Agenda

- Minutes of the July 11, 2017, Board of Trustees Meeting (Attachment A)
- Proposed Spring Quarter Grads (Attachment B)

Chair Douglas stated: "If there are no objections, this item will be adopted." As there were no objections, **these item were adopted.**

## **STRATEGIC CONVERSATIONS**

### ➔ **Review 2015-17 work plan: Accomplishments and strengths**

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for each of the strategic goals. Three key areas were discussed: Enrollment Management; Institutional Program Development; and Resource Development.

The complete 2015-17 Year End Work Plan report is available on WCC's public website: [www.whatcom.ctc.edu](http://www.whatcom.ctc.edu).

### ➔ **Opportunities and Challenges**

As part of the presentation, opportunities and challenges were discussed in each of the three key areas. Some of the key priorities for 2017-18 included: Expand existing and develop new programs in STEM field, specifically Computer Information Technology and Behavioral Health/Chemical Dependency; additional BAS degrees; advocating for construction funding for Learning Commons capital project; Institutional Master Plan; pursuing additional grant funding; capital campaign.

Nate Langstraat, Vice President for Administrative Services, shared an update of the Student Housing Project.

### ➔ **Strategic Planning**

Ed Harri, Vice President for Instruction provided an update on the development of 2017-2022 Strategic plan and presented the latest draft of the strategic plan. The board provided feedback to the draft plan. Staff will incorporate the board's feedback and present a revised plan to the board at the September board meeting.

Board member shared their vision for Whatcom's future and would like to see Whatcom as a "destination college".

## **PUBLIC COMMENT**

- ➔ Chair Douglas called for public comment. There was none.

## **BREAK**

- ➔ At 4:00 p.m., the meeting was recessed for approximately two hours for a break.

## **STRATEGIC CONVERSATION (continued)**

- ➔ The Board meeting was reconvened by Chair Douglas at 6:00 p.m. Present in addition to the chair were trustees John Pedlow and Steve Adelstein, constituting a quorum. Trustee Barbara Rofkar was absent. Other present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah. Discussions of the Board continued including board succession plan.

## **PUBLIC COMMENT**

- ➔ Chair Douglas called for public comment. There was none.

## **ADJOURNMENT**

- ➔ There being no further business, the meeting was adjourned at 8:00 pm

### **Friday, August 18, 2017**

- ➔ **CALL TO ORDER** Chair Douglas officially called the Board of Trustees meeting to order at 8:50 a.m. Present in addition to the chair were trustees Steve Adelstein and John Pedlow constituting a quorum. Others present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.
- ➔ Chair Douglas announced that there is a designated time for public comment on the agenda.

## **EXECUTIVE SESSION**

- ➔ At 8:50 a.m., the meeting was adjourned for a closed Executive Session of the Board for approximately ninety minutes to "...review the performance of a public employee..."  
Chair Douglas announced that no action was anticipated. Guests included President Kathi Hiyane-Brown.
- ➔ The Executive Session adjourned at 10:30 a.m. and the Board reconvened into open session at 10:31 a.m.

➔ **Development of 2017-19 Board of Trustees work plan**

The following key priorities were discussed:

- Enrollment growth
- Building awareness –developing messaging to tell the Whatcom story
- Investing in programs in a deliberate way to support the vision of a destination college
- Supporting a Capital Campaign
- Working with the State Board and Association of Community and Technical Colleges Trustee to advocate for the two-year system
- Adopt the 2017-2022 Strategic plan in fall quarter

The board will continue discussions on key priorities and develop a work plan during fall quarter.

**PUBLIC COMMENT**

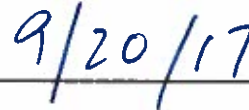
- ➔ Chair Rofkar called for public comment. There was none.

**ADJOURNMENT**

- ➔ There being no further business, the meeting was adjourned at 12:02 p.m.



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Chair of the Board



\_\_\_\_\_  
Date



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President and Secretary of the Board



\_\_\_\_\_  
Date