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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES RETREAT

BELLINGHAM GOLF AND COUNTRY CLUB

3729 Meridian Street, Bellingham WA

Friday, January 26, 2018

7:30 a.m.

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 8:00 a.m. Present in addition to the chair were trustees Steve Adelstein, John Pedlow, Wendy Bohlke, and Rebecca Johnson, constituting a quorum. 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; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

- Trustee Bohlke moved to approve the agenda. It was seconded by Trustee Johnson and the **motion was approved.**

DISCUSSION TOPICS

- **Institutional funding, local, state, federal – Nate Langstraat, VP for Administrative Services**

Vice President Langstraat provided an overview of institutional finances, including state appropriation and system allocation, fund sources and planning, and faculty salary improvement plans.

- **College Budget Development timeline and process – Nate Langstraat, VP for Administrative Services**

Vice President Langstraat provided an overview of the budget development process and timeline. The development process begins with a mid-year review in January, follow by budget authorities completing and submitting budget worksheets in February and March, in preparation for the proposed budget for review and adoption by the board in June.

➤ **Tenure Process – Ed Harri, Vice President for Instruction**

Vice President Harri provided an overview of the tenure review process and timeline. There are four tenure probationers this year. They will be presented to the board at the March meeting for considerations to award or withhold tenure.

➤ **Board Protocol – Kathi Hiyane-Brown, President**

President Kathi presented draft board protocols for board review and discussion. Board members were asked to review and provide feedback to Chair Douglas and President Kathi. This will be an agenda item for discussion at the August Board Retreat.

➤ **Review Board Goals – Tim Douglas, Board Chair**

Chair Douglas asked board members to review the college's strategic plan and think of ways the board can align its board work plan with the college's strategic plan. This will be an agenda item for discussion at the August Board Retreat.

PUBLIC COMMENT

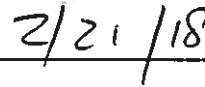
➤ Chair Douglas called for public comment. There was none.

ADJOURNMENT

➤ There being no further business, the meeting was adjourned at 12:00 p.m.



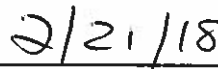
Chair of the Board



Date



President and Secretary of the Board



Date