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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES RETREAT

August 9-10, 2018

Willows Lodge, 14580 NE 145th 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 9, 2018

- ➔ **CALL TO ORDER** Chair John Pedlow officially called the Board of Trustees meeting to order at 8:10 a.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, Rebecca Johnson, and Wendy Bohlke, 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; Janice Walker, Dean for Workforce Education; 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 Johnson moved to approve the meeting agenda as proposed. It was seconded by Trustee Adelstein and the **motion was approved unanimously.**
- ➔ Chair Pedlow announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

- ➔ **Consent Agenda**
 - a. Minutes of the June 13, 2018 Board of Trustees Meeting (Attachment A)
 - b. Proposed Spring Quarter Grads (Attachment B)

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

STRATEGIC CONVERSATIONS

➔ Review 2017-18 work plan: Accomplishments and strengths

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for each of the core themes and 2018-19 priorities.

The complete 2017-18 Year End Work Plan report is available on WCC's public website: www.whatcom.edu.

➔ Mission Fulfillment/Accreditation

As part of the presentation, mission fulfillment was discussed. The College's Year 7 Accreditation visit is scheduled for April 2019.

➔ Capital Campaign

Sue Cole, Executive Director for Advancement, introduced Shamra Clark with Shamra Clark Consulting Group. Clark provided an overview of the campaign. The campaign will focus on raising funds for scholarship and funds for excellence with a goal of \$2.5 million. She discussed strategies on how to reach the target goal and solicit board members feedback.

➔ Applied baccalaureate degrees

Ed Harri, Vice President for Instruction, provided an overview of the process and timeline on development and approval of applied baccalaureate degrees for community and technical colleges.

PUBLIC COMMENT

- ➔ Chair Pedlow 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 Pedlow at 6:00 p.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, Wendy Bohlke, and Rebecca Johnson constituting a quorum. 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, meeting with Bellingham Technical College and Skagit Valley College trustees, legislative advocacy, board communication and participation in ACT.

PUBLIC COMMENT

- Chair Pedlow called for public comment. There was none.

ADJOURNMENT

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

Friday, August 10, 2018

- **CALL TO ORDER** Chair Pedlow officially called the Board of Trustees meeting to order at 8:30 a.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, Wendy Bohlke, and Rebecca Johnson constituting a quorum. Others present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.
- Chair Pedlow announced that there is a designated time for public comment on the agenda.

EXECUTIVE SESSION

- At 8:30 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 Pedlow announced that no action was anticipated. Guests included President Kathi Hiyane-Brown.
- The Executive Session adjourned at 10:00 a.m. and the Board reconvened into open session at 10:00 a.m.

➔ **Development of 2018-19 Board of Trustees work plan**

The following key priorities were discussed:

- Advocate for system priorities and advocate for increase funding for the system and the college
 - Competitive compensation
 - Guided pathways support
 - High-demand training
 - Update facilities to meet needs
- Become aware of college initiatives for the purpose of speaking to the opportunities, initiatives, and challenges in the community, region, and nationally
- Participate in the fundraising campaign. Support the work of the WCC Foundation, the Executive Director, and the President for the campaign
- Begin review of Board policies
- Prepare for a successful comprehensive accreditation visit
- Support the College president in meeting institutional goals and priorities

➔ **Winter Retreat**

- A one day winter retreat will be scheduled in February or March 2019. Suggested agenda items included accreditation, enrollment strategies, and policy review.

PUBLIC COMMENT

➔ Chair Pedlow called for public comment. There was none.

ADJOURNMENT

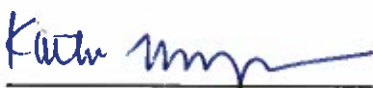
➔ There being no further business, the meeting was adjourned at 12:00 p.m.



Chair of the Board

10/10/18

Date



President and Secretary of the Board

10/10/18

Date