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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES RETREAT

August 8-9, 2019

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 8, 2019

- ➔ **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 8:45 a.m. Present in addition to the chair were trustees Wendy Bohlke, Rebecca Johnson, John Pedlow and Teresa Taylor, constituting a quorum. Others present included President Kathi Hiyane-Brown; 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 Pedlow and the **motion was approved unanimously.**
- ➔ Chair Adelstein announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

➔ **Consent Agenda**

- a. Minutes of the June 12, 2019 Board of Trustees Meeting (Attachment A)

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

STRATEGIC CONVERSATIONS

➤ **Review 2018-19 work plan: Accomplishments and strengths**

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for each of the core themes and 2019-20 priorities.

The complete 2018-19 Year End Work Plan report is available on WCC's public website: www.whatcom.edu.

➤ **Capital Campaign**

Sue Cole, Executive Director for Advancement, provided an update of the campaign. She shared that the campaign received great support and has already reached 80% of its goal.

➤ **Board Policies Review**

Rafeeka Kloke discussed the timeline in completing the board policies review. There are eleven policies that required updating. Updated policies will be presented to the board for review and action at board meetings throughout the 2019-20 academic year.

➤ **Growth Opportunities for the College**

Board members and staff discussed emerging needs and opportunities for growth. Highlights included:

- Health programs – behavioral health, additional nursing cohort, patient navigation, telemedicine
- IT – software development and data analytics
- Enrollment - targeting adult population
- Increase community engagement

EXECUTIVE SESSION

- At 12:15 p.m., the meeting was adjourned for a closed Executive Session of the Board for approximately sixty minutes to "...as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining..."

Chair Adelstein announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, 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.

- ➔ The Executive Session adjourned at 1:15 p.m. and the Board reconvened into open session at 1:15 p.m.

PUBLIC COMMENT

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

BREAK

- ➔ At 3:45 p.m., the meeting was recessed for approximately two hours for a break.

STRATEGIC CONVERSATION (continued)

- ➔ The Board meeting was reconvened by Chair Adelstein at 6:00 p.m. Present in addition to the chair were trustees Wendy Bohlke, Rebecca Johnson, John Pedlow, and Teresa Taylor 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 community engagement, legislative advocacy, and participation in trustee organizations such as ACT and ACCT.

PUBLIC COMMENT

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

ADJOURNMENT

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

Friday, August 9, 2019

- ➔ **CALL TO ORDER** Chair Adelstein officially called the Board of Trustees meeting to order at 8:00 a.m. Present in addition to the chair were trustees John Pedlow, Rebecca Johnson, and Teresa Taylor; constituting a quorum. Trustee Wendy Bohlke was absent. Others present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.
- ➔ Chair Adelstein announced that there is a designated time for public comment on the agenda.

- ➔ **SBCTC – Jan Yoshiwara, Executive Director**

President Kathi introduced Jan Yoshiwara, Executive Director for the State Board of Community and Technical College. Ms. Yoshiwara provided an overview of the mission of the state board and upcoming priorities for the system.

- ➔ **Development of 2019-20 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.
- Increase community engagement
- Review of Board policies
- Support the College president in meeting institutional goals and priorities
- Continue involvement with trustee organizations such as ACT and ACCT.

- ➔ **Board Self Evaluation**

Trustee Pedlow drafted a new board self-evaluation form and asked board members to review and provide feedback.

- ➔ **Identify a list of study topics for future board sessions**

Suggested topics included: guided pathways, data dashboard, program updates, athletics, capital projects, international programs

EXECUTIVE SESSION

- At 11:10 a.m., the meeting was adjourned for a closed Executive Session of the Board for approximately twenty minutes to "...review the performance of a public employee..."
Chair Adelstein announced that action was anticipated. Guests included President Kathi Hiyane-Brown.
- The Executive Session adjourned at 11:30 a.m. and the Board reconvened into open session at 11:30 a.m.

ACTION ITEM

- Trustee Pedlow moved to approve the following addendum to the president's contract executed on December 8, 2015:
Effective July 1, 2019, the President will receive those COLA increases as authorized for state employees by the State Legislature on those dates such enacted operating budgets provide; without further motion or resolution of this Board of Trustees.
It was seconded by Trustee Johnson and the motion was unanimously approved.

PUBLIC COMMENT

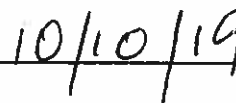
- Chair Adelstein called for public comment. There was none.

ADJOURNMENT

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



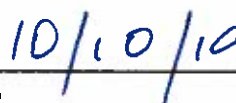
Chair of the Board



Date



President and Secretary of the Board



Date