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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES RETREAT

August 19-20, 2021

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 19, 2021

- **CALL TO ORDER** Chair Rebecca Johnson officially called the Board of Trustees meeting to order at 8:45 a.m. Present in addition to the chair were trustees Steve Adelstein, Wendy Bohlke, John Pedlow and Teresa Taylor, 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; Terri Thayer, Interim College Diversity Equity Inclusion Officer; Eva Schulte, Executive Director for Institutional Advancement; 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 Johnson announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

- **Consent Agenda**
 - Minutes of June 10, 2021 Board of Trustees Meeting and June 23, 2021 Board of Trustees Special Meeting (Attachment A)
 - Academic calendars: 2021-22, 2022-23, 2023-24 – updated to include June 19th (Juneteenth Holiday) (Attachment B)

Chair Johnson stated: “If there are no objections, these items will be adopted.” As there were no objections, **these items were adopted.**

PUBLIC COMMENT

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

STRATEGIC CONVERSATIONS

- ➔ **Review 2020-2021 accomplishments and priorities for 2021-2022 workplan**

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for 2020-2021 and 2021-2022 priorities.

Major Accomplishments

- Respond to the impacts of pandemic on the college and students
- Creation of College Diversity Inclusion and Equity Officer
- Successful fundraising campaign and grant solicitations

Continued Priorities – 2021-2022

- Organizational stability – staffing, enrollment, budget, ctclink implementation
- Board policy review
- Equity planning
- Strategic planning

New and expanded programs for 2021-22

- BAS in applied business management (second year)
- Software development (first year)
- Engineering – materials science and manufacturing track (first year)
- Nursing expansion from 30 first-year to 40 first-year students
- Career connected learning opportunities

➤ **Strategic Plan Process**

After going through an extensive strategic planning process in 2016 and 2017, the college's current strategic plan is due to expire in 2022 and ready for review and revisions. As part of the HB 5194 legislation, the College will be establishing an institutional equity plan this year. The strategic planning process and the institutional equity planning process will be integrated to ensure alignment of both plans. The work will begin this year with extensive community input to inform how the college is being viewed, and if it is, or not adequately serving our various communities.

➤ **Growth Opportunities for the College**

Board members and staff discussed emerging needs and areas for possible program exploration. Highlights included:

- Health programs
 - Behavioral health – BAS in Social Work
- Business and Technology
 - BS in Computer Science
 - Agriculture/Food systems
 - Data Analytics

Opportunities to engage/serve different populations groups:

- Running start
- Adult
- Part-time students
- Online

EXECUTIVE SESSION

- At 3:00 p.m., the meeting was adjourned for a closed Executive Session of the Board for approximately sixty minutes to consider the selection of a site or the acquisition of real estate by lease or purchase...and to discuss with legal counsel representing the agency matters relating to agency enforcement actions... or... litigation or potential litigation...

Chair Johnson announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Nate Langstraat, Vice President for Administrative Services; and Rafeeka Kloke, Special Assistant to the President.

- The Executive Session adjourned at 4:00 p.m. and the Board reconvened into open session at 4:00 p.m.

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 Johnson at 6:00 p.m. Present in addition to the chair were trustees Wendy Bohlke, Steve Adelstein, 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, challenges presented by COVID-19 pandemic; and opportunities to rethink instruction and services delivery models.

PUBLIC COMMENT

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

ADJOURNMENT

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

Friday, August 20, 2021

- **CALL TO ORDER** Chair Johnson officially called the Board of Trustees meeting to order at 8:00 a.m. Present in addition to the chair were trustees Steve Adelstein, Wendy Bohlke, John Pedlow, Rebecca Johnson, and Teresa Taylor; constituting a quorum. Others present included President Kathi Hiyane-Brown, Interim College Diversity Equity Inclusion Officer, Terri Thayer, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.

Chair Johnson announced that there is a designated time for public comment on the agenda.

➤ **Equity Moment**

Thayer facilitated equity conversations with the board.

➤ **Development of 2021-2022 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
- Support the College president in meeting institutional goals and priorities

➤ **Identify a list of study topics for future board sessions**

Topic suggestions for future board sessions included: data dashboard, strategic planning update, accreditation preparation, equity report.

ACTION ITEM

➤ **Election of Officers 2021-2022**

Trustee Taylor moved to nominate Rebecca Johnson to serve as board chair and Wendy Bohlke to serve as vice-chair for 2021-2022. It was seconded by Trustee Adelstein and the motion was approved unanimously.

EXECUTIVE SESSION

- At 11:00 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 Johnson announced that no 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.

PUBLIC COMMENT

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

ADJOURNMENT

➤ There being no further business, the meeting was adjourned at 11:35 p.m.



10/13/2021

Chair of the Board

Date



10/13/2021

President and Secretary of the Board

Date