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COMMUNITY COLLEGE

MINUTES
BOARD OF TRUSTEES RETREAT
August 29-30, 2022
Willows Lodge, 14580 NE 145th St., Woodinville, WA
Monday: 11:30 a.m. – 5:00 p.m.; 6:30 pm – 8:00 p.m.
Tuesday: 8:30 a.m.

Monday, August 29, 2022

- **CALL TO ORDER** Chair Rebecca Johnson officially called the Board of Trustees meeting to order at 12:19 p.m. Present in addition to the chair were trustees Wendy Bohlke, Jeff Fairchild, John Pedlow and Teresa Taylor, constituting a quorum. Others present included President Kathi Hiyane-Brown; Barry Robinson, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Terri Thayer, Director for Community Standards and Residence Life; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

- Trustee Taylor 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 8, 2022 Board of Trustees Meeting (Attachment A)Chair Johnson stated: "If there are no objections, this item will be adopted." As there were no objections, **this item was adopted.**

PUBLIC COMMENT

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

STRATEGIC CONVERSATIONS

➤ Review 2021-22 work plan and priorities for 2022-23 work plan

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for 2021-22 and 2022-23 priorities.

Key Accomplishments

- Experienced successful mid-cycle accreditation visit
- Collaborated to launch Orca Central, a one stop for students to get admissions, registration, records, financial aid, and advising support in person and virtually
- Responded and recovered from pandemic environment, transitioning to endemic
- Implement ctCLink campus-wide, including integration of supplemental systems
- Secured and administered grant funding to support institutional recovery and college initiatives
- Expanded academic degree programs

Priorities – 2022-23

- Enrollment
 - Increase College enrollment and secure resources for the continue viability of the College
 - Promote student access, retention, completion and employment through quality services and resources
- Diversity, Equity & Inclusion
 - Increase campus engagement to provide services focused on supporting underrepresented student populations to close equity gap and build an inclusive campus community.
 - Infuse DEI practices in learning environment and services
- Efficiency and Effectiveness
 - Support institutional goals and initiatives through increased collaboration across campus
 - Improve organization structures, effectiveness and efficiency
 - Assess and evaluate staffing capacity, time and effort
- New Strategic Plan
 - Implement a campus and community engaged process for development of a new strategic plan.

BREAK

- At 4:30 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 6:30 p.m. Present in addition to the chair were trustees Wendy Bohlke, Jeff Fairchild, John Pedlow, and Teresa Taylor constituting a quorum. Other present included President Kathi Hiyane-Brown, and Special Assistant to the President, Rafeeka Kloke. Discussions of the Board continued including enrollment, community engagement, and legislative advocacy.

ADJOURNMENT

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

Tuesday, August 30, 2022

- **CALL TO ORDER** Chair Johnson officially called the Board of Trustees meeting to order at 8:30 a.m. Present in addition to the chair were trustees Wendy Bohlke, Jeff Fairchild, John Pedlow, and Teresa Taylor; constituting a quorum. Others present included President Kathi Hiyane-Brown, and Special Assistant to the President, Rafeeka Kloke.

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

PUBLIC COMMENT

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

STRATEGIC PLANNING

- President Kathi introduced Stephen Shield with Constructive Endeavors Consulting.
- Shields provided an overview of a sample strategic planning process and timeline; and discussed the role of Board of Trustees.
- Shields led a discussion with board members on the vision for the College in the next 3-5 years. Themes included: affordable, accessible, community centric, connections with the students and community.
- The Board asked President Kathi to create a strategic planning team with diverse representation to begin the process.

➤ Development of 2022-23 Board of Trustees work plan

The following key priorities were discussed:

- Support and engage in the strategic planning process
- Advocate for system priorities and advocate for increase funding for the system and the college.
- Support the College president in meeting institutional goals and priorities

➤ Board Self Evaluation

Areas of discussion included: Governing Style, Policy Role, Board-CEO Relations, Institutional Performance, and Board Leadership and Development

➤ Identify a list of study topics for future board sessions

Topic suggestions for future board sessions included: strategic planning update, equity report, enrollment updates, programs updates.

ACTION ITEM

➤ Election of Officers 2022-23

Trustee Taylor moved to nominate Wendy Bohlke to serve as board chair for 2022-23. It was seconded by Trustee Pedlow and the motion was approved unanimously.

Trustee Bohlke moved to nominate Teresa Taylor to serve as vice chair for 2022-23. It was seconded by Trustee Pedlow and the motion was approved unanimously.

EXECUTIVE SESSION

- At 2:45 pm, the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes to "...review the performance of a public employee..."
Chair Bohlke announced that no action was anticipated. Guests included President Kathi Hiyane-Brown.
- The Executive Session adjourned at 3:15 p.m. and the Board reconvened into open session at 3:15 p.m.

ADJOURNMENT


- There being no further business, the meeting was adjourned at 3:20 p.m.



Chair of the Board

10/12/2022

Date



President and Secretary of the Board

10/12/2022

Date