

MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Wednesday, January 13, 2010
2:00 p.m.

CALL TO ORDER Chair Sue Cole officially called the Board meeting to order at 2:05 p.m. Present were trustees Barbara Rofkar, Chuck Robinson, Steve Adelstein, and Tim Douglas, constituting a quorum. Others present were President Hiyane-Brown; Lisa Wochos, Ray White, Vice President for Administrative Services; Assistant Attorney General; and Keri Parriera, Executive Assistant to the President.

EXECUTIVE SESSION The Board meeting was adjourned at 2:05 p.m. and all in attendance were excused. The meeting was immediately convened into a closed Executive Session at 2:05 p.m. for approximately 25 minutes to consider the selection of a site or the acquisition of real estate by lease or purchase. Executive session guests were President Kathi Hiyane-Brown, Vice President White and Assistant Attorney General Lisa Wochos.

At 2:30 p.m., the Executive Session was extended for an additional 30 minutes by the Chair. During the Executive Session, Chair Sue Cole excused herself from the meeting at 2:35 p.m. and Vice Chair Chuck Robinson assumed the role of chair for the remainder of the meeting.

OPEN SESSION Chair Chuck Robinson adjourned the Executive Session at 2:55 p.m. and announced a short break for 5 minutes. The Board meeting reconvened in Open Session at 3:00 p.m.

Attending the Board meeting were Ron Leatherbarrow, Vice President for Instruction; Patricia Onion, Vice President for Educational Services; Ray White, Vice President for Administrative Services; Linda Maier, Dean for Workforce Education; Anne Bowen, Executive Director for Foundation and College Advancement; Charles Tompkins, WCCFT President; John O'Neill, WSFE Representative; Leah Thompson, ASWCC Representative; Faculty Division Chairs Bob Winters and Ed Harri; Linda Lambert, Library Director; Nate Langstraat, Associate Director for Advancement; Dean Hagan, Learning Center Director; Chris Flack, Associate Registrar; and Keri Parriera, Executive Assistant to the President.

INTRODUCTION OF NEW EMPLOYEES Vice President Trish Onion introduced the new Associate Registrar, Christopher Flack, and highlighted his credentials, which included being a graduate of Whatcom Community College, as well as Western Washington University.

STUDY SESSION Capital Project Planning Update
Vice President Ray White shared a PowerPoint presentation on College Planning, which included segments on planning documents (the Institutional Master Plan, adopted by the City of Bellingham in 2006, and the Ten-Year Plan, updated in 2006); current projects; and future growth options. Brian Keeley, Director of Facilities, spoke about the status of the Master Plan, which is being updated to remain in compliance with current city regulations. A 10-Year Capital Plan overview document was shared. Major projects in the queue were discussed as well as the minor improvements that will be completed during this academic year into the summer.

Vice President White shared a map of the campus and surrounding areas that identifies available properties.

**CONSENT
AGENDA**

➤ **Consent Agenda (Calendar)**

- a. Minutes of December 15, 2009 Special Audit Meeting of the Board of Trustees Meeting (Attachment A)
- b. Minutes of December 15, 2009 Meeting of the Board of Trustees Meeting (Attachment B)
- c. Fall Quarter Graduates (Attachment C)

Chair Robinson stated: "If there are no objections, these items will be adopted." As there were no objections, **these items were adopted.**

**PRESIDENT'S
REPORT**

- An email was shared from a parent of a student who gave special recognition and thanks to Jarid Corbitt and Chris Moser, employees in Veterans Affairs Office, for the exemplary service that they provided to her family.
- President Hiyane-Brown announced the Board is scheduled to meet for a half-day retreat on Tuesday, February 23, at the Hotel Bellwether to review the progress on the goals of the Board and to review and, if necessary, plan for legislative action.
- It was shared that nomination forms for the Judy Hoover Excellence Award for exempt personnel have been distributed. The first recipient of this honor will be announced at the Professional Development Day on February 26. Trustees will be invited to attend this day's events. Strong consideration is being given to inviting a member of Judy Hoover's family to present this first recognition award.
- Last Friday President Hiyane-Brown hosted Congressman Rick Larsen on our campus to discuss legislative issues including the status of enrollments, and funding issues. Others participating in the meeting included President Cheryl CrazyBull, Northwest Indian College, Vice President Patti McKeown, Bellingham Technical College, and Gay Dubek with the Whatcom Economic Development Council.
- The President shared that a \$38,700 high-demand grant was awarded to WCC for the purchase of additional equipment for our allied health program. Commendations go to Linda Maier and the nursing faculty for preparing a successful proposal.
- Board Chair Sue Cole and President Hiyane-Brown, together with representatives and trustees from BTC and Northwest Indian College, attended a follow up on Western Washington University's 100 Conversations initiative. The meeting was hosted by Bruce Shepard and Western's Board Chair Phil Sharpe. Discussions included increasing the visibility of higher education in Whatcom County.
- President Kathi reported that a student survey would be administered this quarter to solicit data on issues related to student learning and student life. This data will provide a basis for improving our programs and comparing our issues with those from institutions, both locally and nationally. This data will be invaluable as we prepare for the 2011 accreditation visit.
- Kris Baier, Director for Student Life, has produced the first issued of the Office of Student Life newsletter. Keri was asked to email a copy to the trustees.
- Overviews of HB2634 and its companion Bill HB6359 were reviewed and discussed. The State Board is soliciting input for a joint message on these bills and conversations will continue at TACTC, WACTC and other areas. The bills address expected efficiencies that may be realized by establishing and consolidating college boundaries and look at the possibility of consolidating college districts.

REPORTS

ASWCC – Danielle Way, President

- Leah Thompson, Chair of ASWCC Budget & Finance, reported on behalf of ASWCC President Danielle Way. Ms. Thompson shared that the Executive Council will be holding a retreat this month and are revisiting the Council's goals.
- In celebration of Martin Luther King, Jr. Day, members of the student body, in collaboration with students from Bellingham Technical College, will begin work this weekend on a salmon restoration project on the Nooksack River.
- The Council has begun work on its budget development process.
- A Club Handbook has been developed and was introduced at yesterday's Club Summit. It will be a very helpful tool for campus clubs.
- The Council is planning a Civics Week. Secretary of State Sam Reed has been instrumental in these recognition events to encourage student involvement in community service efforts and voting participation.
- Trustee Tim Douglas spoke on status of the bill regarding student appointments to boards of trustees.
- Progress on the campaign initiated by TACTC to collect post cards from students in support of higher education initiatives was shared. It was reported that the project has been well received on campus. The collection of cards continues, and they will be given to legislators at the January TACTC Legislative meeting.

WCCFT – Charles Tompkins, President

- WCCFT President Tompkins reported that the negotiation team is diligently working on items from the Memorandum of Understanding and discussions continue on full-time salary improvements.
- Faculty are supporting a campaign and gathering signatures to bring the message to the legislators to cease reductions to the funding of education.

WFSE – John O'Neill, Representative

- The classified staff union met today and asked John O'Neill to express their dismay at the State's proposal to reduce Work Study funding. The College relies heavily on Work Study students, and the loss of their involvement would severely impact support services to our students. John reported that several members of the union were traveling to Olympia to lobby for the continuation of Work Study funding and are initiating a letter-writing campaign on this issue.

TACTC – Trustees

- Trustee Tim Douglas shared items from the TACTC legislative committee meetings regarding the Governor's budget and the prospect of restoring revenue support for some state projects.
- Trustee Douglas reported that he would not be attending the February ACCT Legislative Conference in Washington, DC. However, he shared that TACTC is continuing plans for a high-profile workshop to be held in April or September of this year.

WCC Foundation – Anne Bowen, Executive Director for Advancement

- Executive Director Anne Bowen spoke about the Legislative Social that will be held on January 25 as part of the TACTC Conference. The Social is jointly hosted by the presidents and trustees from Whatcom, Skagit and Bellingham Technical colleges and is being held at Portofino Ristorante. Fast Fact sheets about Whatcom Community College were distributed to the Board.

Administrative Services – Ray White, Vice President

- Vice President White had nothing additional to add to his report.

Educational Services – Trish Onion, Vice President

- Vice President Trish Onion shared the 5th day enrollment numbers that indicate a substantial increase of 12.5% from last winter quarter at this time. Discussions continued on how the College is managing these increases while maintaining its priority to enable students to complete degrees in two years in both transfer and other degrees.
- Vice President Onion extended her thanks to those who have been instrumental in organizing this Saturday's Martin Luther King, Jr. event on campus, "Books Not Bars: Education, the Media, and America's Prison System."

Instruction Office – Ron Leatherbarrow, Vice President

- Vice President Leatherbarrow provided an update on the accreditation and self-study process. It was shared that the study session at next month's board meeting will be a discussion on this self-study and the trustees' role in the process.
- Vice President Leatherbarrow discussed the faculty divisional organizational structure and the task force that has been created to review its progress. Division chair training is ongoing and it has been proposed that this group attend a national academy. Of specific interest is the Chair Academy's Leadership Conference in March in Minnesota. The Board is sportive of this professional development activity.

**DISCUSSION/
ITEMS OF THE
BOARD**

- Trustee Tim Douglas spoke about the joint Legislative/Executive Committee meetings.
- President Hiyane-Brown and Vice President Leatherbarrow will be briefing the Board on the upcoming tenure process at the February Board meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:30 p.m.

Sue Cole
Chair of the Board

2/17/10
Date

Kathryn Myraich
President and Secretary of the Board

2/17/10
Date