

MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room (2:30-7:00 p.m.)
Syre Student Center (7:00 p.m.)
Wednesday, March 24, 2010

CALL TO ORDER Vice Chair Chuck Robinson officially called the meeting to order at 2:36 p.m. Present were trustees Barbara Rofkar, Steve Adelstein, Tim Douglas, constituting a quorum. Absent was Trustee Chair Sue Cole. Others present were President Hiyane-Brown; 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; Lisa Wochos, Assistant Attorney General; Charles Tompkins, WCCFT President; John O'Neill, WSFE Representative; guests in the audience included Division Chairs Med Delzell, Ed Harri, and Bob Winters; Nate Langstraat, Linda Lambert, Leah Thompson; and Keri Parriera, Executive Assistant to the President.

STUDY SESSION ➔ **Trustees Role in Accreditation Process** (Strategic Plan Goal 5)
Vice President Leatherbarrow provided a PowerPoint presentation on the current accreditation process and a handout was distributed.

CONSENT AGENDA ➔ **Consent Agenda (Calendar)**

- a. Minutes of the February 17, 2010, Board of Trustees Meeting (Attachment A)
- b. Minutes of the February 23, 2010 Board of Trustees Special Session Retreat (Attachment B)

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

PRESIDENT'S REPORT

- ➔ President Hiyane-Brown received a letter from Dr. Jill Biden, through the Office of the Vice-President of the United States, in response to an invitation to visit Whatcom Community College.
- ➔ President Hiyane-Brown reported on the Chair Conference she attended in Minneapolis, MN with Vice President Leatherbarrow and the four Division Chairs. Everyone very much appreciated the support from the trustees for this training opportunity. The Division Chairs shared that it was a transforming and inspiring experience. They were very impressed with Minnesota's strong integration between the universities and community colleges.
- ➔ On behalf of the College, President Hiyane-Brown publicly thanked Cynthia Hoskins, Chair of the Professional Development Committee, for her leadership in the development of the February 26th Professional Development Day workshops and activities. A high point of the morning session was announcement of the inaugural Judy Hoover Award for Excellence. Judy Hoover's son, Andy, attended and received a very warm welcome. The first recipient of this award was Laine Johnston—a wonderful, giving person, and long-time employee at the College.

- President Hiyane-Brown will be attending the WACTC Presidents meeting on Thursday and Friday of this week. While in Olympia, she will attend a reception honoring the All Washington Academic Team, including our two nominees, Danielle Way and “Katie” Yunjung Baek. They will receive medallions from Governor Gregoire, and qualify for scholarship opportunities and monetary awards.
- On the federal legislative level, the President reported that the student loan bill is now moving to the senate and needs a simple majority to pass. Included in the bill is \$2,000,000 in training grants to community colleges, as well as other significant funding initiatives.
- In early April, the President and members of her administration will be meeting with the Northwest Higher Education Coalition to identify and discuss common initiatives.
- The President recently met with WWU Provost Catherine Riordan and discussed topics that included College in the High School, NSF grants and a testing/assessment center.
- Jack Wollens, our Director for Financial Aid, spoke at the March WCC Foundation meeting and reported extraordinary increases over the past three years in financial aid applications. The number of FAFSA applications as of early-March for the last three years are as follows: 2007-2008, 440; 2008-2009, 921; 2009-2010, 2,548. Student Pell Grants and loans have also increased substantially over these years: 2007-2008, \$2,501,737; 2008-2009, \$3,676,058; and 2009-2010, \$7,005,090. Vice President Onion spoke about a conference call in which she participated with Representative Rick Larsen and other local higher education representatives on the topic of student aid.

ACTION

- **TAB A** – Proposed Academic Calendars for 2010-11 and 2011-12 (1st reading, possible action)
Trustee Barbara Rofkar moved to approve the Whatcom Community College 2010-11 Academic Year Calendar and 2011-12 Academic Year dates for as proposed. It was seconded by Trustee Tim Douglas and the **motion was approved unanimously**. Vice President Onion spoke about the inclusive campus review process that was developed and led by an ad hoc group of the College Council.
- **TAB B** – Proposed Amendment to Agreement between the College and WCC Foundation (1st reading, no action anticipated)
Anne Bowen, Executive Director for Advancement and the Foundation, presented the proposed amendments to the Agreement. This proposal will go before the next meeting of the WCC Foundation Board of Directors. If approved, it brought back to the Board of Trustees for their consideration.

REPORTS

- **ASWCC** – Danielle Way, President
 - Not present
- **WCCFT** – Charles Tompkins, President
 - Nothing additional to report, except to reiterate on the level of faculty salaries as articulated in his written report.
- **WFSE** – John O’Neill, Representative
 - John O’Neil reported that the classified staff are still actively lobbying state legislators, awaiting a positive outcome.
- **TACTC** – Trustees
 - Nothing additional to report.

- **Advancement** – Anne Bowen, Executive Director for Advancement
 - Nothing additional to report.
 - **Administrative Services** – Ray White, Vice President for Adm Svcs.
 - Nothing additional to report.
 - **Educational Services** – Trish Onion, Vice President for Ed Svcs
 - Nothing additional to report.
 - **Instruction Office** – Ron Leatherbarrow, Vice President for Instruction
 - Vice President Leatherbarrow reported that the National League for Nursing Accrediting Commission, Inc. (NLNAC) sent a letter notifying the College that the Board of Commissioners granted the associate nursing program initial accreditation.
- Proposed Change in Board Meeting Date for May
The trustees agreed to move the regularly scheduled May board meeting from May 12, to Tuesday, May 18. The meeting calendar posted on line will be adjusted and notifications distributed.
- Business Cards for the Trustees.
The option for a College business card was discussed. A template for a card was distributed for individual information input should any of the trustees desire a card. Individual college email accounts may also be requested by the trustees. The business card forms and requests for email accounts are to be sent to the President’s Office.

**DISCUSSION/
ITEMS OF THE
BOARD**

**EXECUTIVE
SESSION**

The meeting was adjourned at 3:45 p.m. for a short break. The meeting reconvened directly into an Executive Session at 4:00 p.m. to “(g) to review the performance of a public employee... and under RCW 42.303.140(4)(b) ...governing body is planning or adopting the strategy or position...” Guests included Lisa Wochos, and President Kathi Hiyane-Brown. Additionally, probationary faculty members and their committee chairs were invited to appointments with the Executive Session as indicated in the agenda packet. Vice Presidents Ron Leatherbarrow and Trish Onion were invited to join the trustees at various intervals of the Executive Session.

The Executive Session adjourned at 6:55 p.m. and the Board reconvened into Open Session at 7:00 p.m. in the Syre Student Center Auditorium to review the award of tenure process and address the probationary faculty.

ACTION

- Probationary faculty member **Rhonda Daniels**: Trustee Barbara Rofkar moved to award tenure to Rhonda Daniels. It was seconded by Trustee Steve Adelstein and the **motion passed unanimously**. She was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Danielle Gray**: Trustee Tim Douglas moved to award tenure to Danielle Gray. It was seconded by Trustee Barbara Rofkar and the **motion passed unanimously**. She was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Leo Hopcroft**: Trustee Barbara Rofkar moved to award tenure to Leo Hopcroft. It was seconded by Trustee Steve Adelstein and the **motion passed unanimously**. He was presented with a certificate of tenure appointment by

Academic Calendars Adopted

2010-2011 listed below, and 2011-2012 start and end dates for each quarter: Fall 2011: 9/20-12/9; Winter 2012: 1/4-3/22; Spring 2012: 4/3-6/15; Summer 2012: 6/25-8/17.

Traditional Proposal 2010

SEPTEMBER							Days	Class	OCTOBER							Days	Class
M	T	W	T	F	S	S			M	T	W	T	F	S	S		
		1	2	3	4	5					1	2	3	1	1		
6	7	8	9	10	11	12			4	5	6	7	8	9	10	5	5
13	14	15	16	17	18	19	4	0	11	12	13	14	15	16	17	5	5
20	21	22	23	24	25	26	5	4	18	19	20	21	22	23	24	5	5
27	28	29	30				4	4	25	26	27	28	29	30	31	5	5

NOVEMBER							Days	Class	DECEMBER							Days	Class
M	T	W	T	F	S	S			M	T	W	T	F	S	S		
1	2	3	4	5	6	7	5	5			1	2	3	4	5	3	3
8	9	10	11	12	13	14	3	3	6	7	8	9	10	11	12	5	5
15	16	17	18	19	20	21	5	5	13	14	15	16	17	18	19		
22	23	24	25	26	27	28	2	2	20	21	22	23	24	25	26		
29	30						2	2	27	28	29	30	31				
									11	12	11	10	10		Fall	59	54

2011

JANUARY							Days	Class	FEBRUARY							Days	Class
M	T	W	T	F	S	S			M	T	W	T	F	S	S		
					1	2				1	2	3	4	5	6	4	4
3	4	5	6	7	8	9	5	4	7	8	9	10	11	12	13	5	5
10	11	12	13	14	15	16	5	5	14	15	16	17	18	19	20	5	5
17	18	19	20	21	22	23	4	4	21	22	23	24	25	26	27	4	3
24	25	26	27	28	29	30	5	5	28							1	1
31							1	1									

MARCH							Days	Class	APRIL							Days	Class
M	T	W	T	F	S	S			M	T	W	T	F	S	S		
		1	2	3	4	5	6	4	4				1	2	3		
7	8	9	10	11	12	13	5	5	4	5	6	7	8	9	10	5	4
14	15	16	17	18	19	20	5	5	11	12	13	14	15	16	17	5	5
21	22	23	24	25	26	27	4	4	18	19	20	21	22	23	24	5	5
28	29	30	31						25	26	27	28	29	30		5	5
9	11	12	12	11	Winter		57	55									

MAY							Days	Class	JUNE							Days	Class
M	T	W	T	F	S	S			M	T	W	T	F	S	S		
						1					1	2	3	4	5	3	3
2	3	4	5	6	7	8	5	5	6	7	8	9	10	11	12	5	5
9	10	11	12	13	14	15	5	5	13	14	15	16	17	18	19	5	5
16	17	18	19	20	21	22	5	5	20	21	22	23	24	25	26		
23	24	25	26	27	28	29	5	5	27	28	29	30				4	4
30	31						1	1	10	10	11	11	11	Spring		54	53

JULY							Days	Class	AUGUST							Days	Class
M	T	W	T	F	S	S			M	T	W	T	F	S	S		
				1	2	3			1	2	3	4	5	6	7	4	4
4	5	6	7	8	9	10	3	3	8	9	10	11	12	13	14	4	4
11	12	13	14	15	16	17	4	4	15	16	17	18	19	20	21	4	4
18	19	20	21	22	23	24	4	4	22	23	24	25	26	27	28		
25	26	27	28	29	30	31	4	4	29	30	31						
									7	8	8	8	8	Summer	n/a	39	

- Instructional Days
- Instructional start date
- Holiday
- Opening week
- Professional Development Day
- Faculty Planning day
- college open/no classes-weekends are the exception

Board Vice Chair Chuck Robinson.


- Probationary faculty member **Laura Overstreet**: Trustee Steve Adelstein moved to award tenure to Laura Overstreet. It was seconded by Trustee Tim Douglas and the **motion passed unanimously**. She was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Crystal Ravenwood**: Trustee Steve Adelstein moved to award tenure to Crystal Ravenwood. It was seconded by Trustee Barbara Rofkar and the **motion passed unanimously**. She was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Christopher Roberts**: Trustee Tim Douglas moved to award tenure to Christopher Roberts. It was seconded by Trustee Steve Adelstein and the **motion passed unanimously**. He was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Wayne Robertson**: Trustee Barbara Rofkar moved to award tenure to Wayne Robertson. It was seconded by Trustee Steve Adelstein and the **motion passed unanimously**. He was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Lee Singleton**: Trustee Steve Adelstein moved to award tenure to Lee Singleton. It was seconded by Trustee Barbara Rofkar and the **motion passed unanimously**. He was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Darlene Wagner**: Trustee Barbara Rofkar moved to award tenure to Darlene Wagner. It was seconded by Trustee Tim Douglas and the **motion passed unanimously**. She was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Anthony Will**: Trustee Tim Douglas moved to award tenure to Anthony Will. It was seconded by Trustee Barbara Rofkar and the **motion passed unanimously**. He was presented with a certificate of tenure appointment by Board Vice Chair Chuck Robinson.
- Probationary faculty member **Margaret Anderson**: Trustee Steve Adelstein, upon mutual recommendation of the probationary committee and Margaret Anderson, moved to extend the probationary period for Margaret Anderson for up to three quarters. It was seconded by Trustee Barbara Rofkar and the **motion passed unanimously**.

ADJOURNMENT

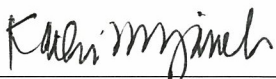
There being no further business, the meeting was adjourned at 7:15 p.m. and the trustees participated in a reception in honor of the newly tenured faculty members.



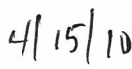
Chair of the Board



Date



President and Secretary of the Board



Date