

# Whatcom

COMMUNITY COLLEGE

## MINUTES

### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, June 12, 2013

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Sue Cole, Chuck Robinson, Steve Adelstein, and Tim Douglas, constituting a quorum. Others present included President Kathi Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Trish Onion, Vice President for Educational Services; Anne Bowen, Executive Director for Advancement and Foundation; and Keri Parriera, Executive Assistant to the President.

### TOUR OF BUILDING

The meeting was recessed for approximately 45 minutes as Vice President Nate Langstraat provided a guided tour of the Health Professions Education Center. At the conclusion of the tour, trustees and attendees reconvened in the LDC Boardroom at 2:45 p.m. Joining the meeting were Kerena Higgins, Assistant Attorney General; Carolyn Jovag, WFSE Representative; and Britton Johnson, ASWCC President.

### ACTION TO ACCEPT AGENDA

- ➔ Trustee Steve Adelstein moved to approve the meeting agenda as proposed. It was seconded by Trustee Tim Douglas and the **motion was approved unanimously**.

Trustee Barbara Rofkar announced that there is a designated time for public comment on the agenda.

### INTRODUCTION OF GUESTS

- ➔ Brandon Johnson, ASWCC President, introduced the newly appointed student government leaders for the 2013-14 academic year:
- President: Lucas Nydam
  - Vice President: Marco Morales-Mendez
  - Director for Operations: Alicia (Allie) Smith
  - Director for Clubs and Outreach: Jessica Duncan
  - Campus Leadership Coordinators: Justin Ferguson, Koran Malhotra, Abram Gates, and Alitzel X Jimenz Fonseca

## SPECIAL STUDENT PROJECT PRESENTATION

- ➔ Math Faculty, and Engineering Club Advisor Russ Sherif, and Jackson Pennell, President of the Engineering Club, presented a YouTube clip of the club's project "Stratoballoon." Jackson spoke about the Engineering Club and this project that they developed, which was a unique opportunity to apply the skills they learned in class. The video was enjoyed by the Board.

## STRATEGIC CONVERSATIONS

- ➔ Budget Update (*Goal 5.1. Create and manage growth through fiscal, capital, technological and human resource development*)—Vice President Nate Langstraat

Nate noted that the legislature was unable to establish a state operating budget at the conclusion of their special session, which ended on June 11. Governor Inslee has mandated another 30-day special session beginning today. The state's revenue forecast will be presented on June 27.

Through PowerPoint slides, Nate presented Whatcom's estimated operating budget for 2013-2014, which is based on conservative projections for revenue streams and expenses. Since WCC is unable to bring a proposed operating budget forward for Board review, it was recommended that the Board issue a resolution to continue the WCC 2012-2013 Operating Budget.

## ACTION

- ➔ **TAB A -- TAB A -- Proposed Resolution Authorizing Continuation of the 2012-13 WCC Operating Budget (first reading, possible action)**
  - Trustee Steve Adelstein moved to approve Resolution 13-01, which authorizes the College President to proceed with normal operations of the College using available funds or legislative appropriations until September 1, 2013, or until formal adoption of the 2013-2014 College Operating Budget by the Board of Trustees, whichever event occurs first.
  - The motion was seconded by Trustee Sue Cole and the **motion was approved unanimously.**

## CONSENT AGENDA

- ➔ **Consent Agenda (Calendar)**
  - (a) Minutes of April 17, 2013 Board of Trustees Retreat (Attachment A)
  - (b) Proposed List of Graduates from Winter Quarter 2013 (Attachment B)

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

## ACTION -- CONTINUED

- ➔ **TAB B -- Proposed Student Bylaws Revisions (first reading)**  
Vice President Trish Onion called upon Britton Johnson, ASWCC President to introduce this

topic. Britton introduced Morgan Cyprien, student government bylaws representative, and shared that Morgan and her student work group have worked long and hard with advisors and the College's legal counsel on the development of these bylaws.

Morgan presented on the history of the bylaws development process and fielded questions by the Board.

- Trustee Sue Cole moved to approve the proposed ASWCC Bylaws as submitted. The motion was seconded by Trustee Chuck Robinson and the **motion was approved unanimously.**

➔ **TAB C – Proposed ASWCC Services and Activities Budget 2013-14 (first reading)**

Brian Gonzalez and Justin Ferguson, representatives of the ASWCC Budget Committee, presented the proposed 2013-14 ASWCC Services and Activities Budget 2013-14 and fielded questions by the Board.

- Trustee *Tim Douglas* moved to approve the Proposed 2013-2014 ASWCC Service and Activity Fee Budget as submitted. The motion was seconded by Trustee Sue Cole and the **motion was approved unanimously.**

The Board thanked all of the students for their extensive and impressive work on both of these projects.

## PRESIDENT'S REPORT

- ➔ Mary Vermillion, WCC's Public Information Officer, was thanked for her work on the student stories, which were published in the Bellingham Herald this week.
- ➔ Congratulations go to Trustee Tim Douglas. In a letter received yesterday from Governor Inslee, Tim was appointed to a second term as Trustee of Whatcom Community College's Board of Trustees, October 1, 2013 through September 30, 2018.
- ➔ The end-of-year events have been very rewarding, and President Kathi thanked the trustees for their representation at the events they attended. President Kathi spoke about the Running Start reception, the Retiree Reception, the Honors and Awards Ceremony and tonight's Pinning Ceremony.
- ➔ Friday evening will be the Commencement Exercises and all the trustees plan to participate.
- ➔ President Kathi attended a reception for President Lee Lambert of Shoreline, who has accepted the position as Chancellor at Pima Community College in Tucson, Arizona. Additionally, North Seattle Community College President Mark Mitsui has been selected to serve as Deputy Assistant Secretary for Community Colleges in the U.S. Department of Education.
- ➔ President Kathi shared that Whatcom received notification that it was awarded a \$100,000 grant to implement the IPAS, an integrated advising program. Only 10 colleges from across

the nation were selected. Thanks to Ed Harri, Anne Marie Karlberg and Ward Naf for their work on this project.

- ➔ The Foundation Board of Directors approved a proposal to restructure the Foundation Operations by adding the employee position of operations manager. This will allow Anne Bowen the flexibility to devote her time to fundraising activities.

Note: Kerena Higgins, Assistant Attorney General, excused herself from the meeting at this time.

- ➔ President Kathi and Vice President Leatherbarrow spoke about the five proposed transfer degrees that Bellingham Technical College is filing with the State Board: an Associate of Science in Mechanical, Manufacturing, or Plastics; an Associate of Science in Electronics; an Associate in Technology; an Associate in Business; and an Associate in Pre-Nursing. Whatcom Community College has contested the proposed transfer degree in Business. We requested a formal hearing to clarify our position and concerns about the proposed degree. The degree is a duplication and will compete with Whatcom Community College's degree.

### **ACTION -- CONTINUED**

- Trustee *Tim Douglas* moved to approve the President to seek outside counsel, if necessary, to represent the interests of Whatcom Community College in this matter. The motion was seconded by Trustee Chuck Robinson and the **motion was approved unanimously**.

Note: Kerena Higgins, Assistant Attorney General, returned to the meeting at this time.

- ➔ The Health Professions Education Center will host an open house sometime in the fall after classes begin.
- ➔ President Kathi will participate in a conference call tomorrow morning with the system presidents and Marty Brown, SBCTC Executive Director, to discuss contingency planning for state agency operations on July 1, if a state operating budget as not been provided by the legislature by that date.

### **REPORTS**

- ➔ **ASWCC** – Britton Johnston, President
  - Not in attendance
- ➔ **WCCFT** – Kimberly Reeves, President
  - Not in attendance
- ➔ **WSEA** – Carolyn Jovag, Representative
  - Carolyn said that the Classified Union concurs with the concerns of not having a state operating budget at this time.

- ➔ **Administrative Services** – Nate Langstraat, Vice President
  - Nate shared that Student Recreation Center Remodel project is over budget due to city-required additions of site work on storm water retention and improvement. The Programming Team has been reviewing options to reduce the \$1.3 million overage, and will pursue additional revenue stream options so that this project can move forward.
- ➔ **Educational Services** – Trish Onion, Vice President
  - Nothing to report.
- ➔ **Instruction Office** – Ron Leatherbarrow, Vice President
  - Nothing to report.
- ➔ **Advancement/Foundation Office** – Anne Bowen, Executive Director
  - Nothing to report.

### **PUBLIC COMMENT**

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

### **BREAK**

- ➔ The meeting recessed for a 5-minute break at 4:30 p.m. and reconvened into open session at 4:35 p.m.

### **EXECUTIVE SESSION**

- ➔ At 4:35 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately 30 minutes, as provided for in RCW 42.30.110 (1) to “(g)...to review the performance of a public employee; and to discuss collective bargaining...; and (c)...to consider the minimum price at which real estate will be offered for sale or lease...” Chair Rofkar announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Vice Presidents Ron Leatherbarrow and Nate Langstraat, and Assistant Attorney General Kerena Higgins.

The Executive Session was extended at 5:05 p.m. for approximately 30 additional minutes.

- ➔ The Executive Session adjourned at 5:24 p.m. and the Board reconvened into open session at 5:24 p.m.

### **DISCUSSION/TACTC/ITEMS OF THE BOARD**

- ➔ TACTC Meeting Update
  - Trustee Tim Douglas reported that the evaluations of the Spring TACTC Conference were good and the program was well received.

- Election of 2013-2014 Board Officers
  - Trustee Chuck Robinson nominated Trustee Sue Cole for the position of Chair. The nomination was seconded by Trustee Tim Douglas, and was approved by unanimous vote of the Board.
  - Trustee Steve Adelstein nominated Trustee Tim Douglas for the position of Vice Chair. The nomination was seconded by Trustee Sue Cole, and was approved by unanimous vote of the Board.
- Trustee Barbara Rofkar was recognized and thanked for her year of service as Board Chair; a gift was presented.
- Board Retreat August 13-14
  - Items for the agenda were discussed.
- ACCT in Seattle October 2-5
  - Reservations and attendance were discussed.

### ADJOURNMENT

➔ There being no further business, the meeting was adjourned at 5:36 p.m.

Sue Cole  
Chair of the Board

7/16/13  
Date

Kathryn Mypin  
President and Secretary of the Board

7/10/13  
Date

**Whatcom**  
COMMUNITY COLLEGE

**RESOLUTION AUTHORIZING  
CONTINUATION OF 2012-13 OPERATING BUDGET**

**Resolution No. 13-01**

**WHEREAS**, the Washington State Legislature was unable to produce a state operating budget at the close of its special extended session on June 11, 2013, and has been granted an additional thirty (30) day special session extension;

**WHEREAS**, the State Board for Community and Technical Colleges, delegated with the authority to allocate and disseminate the state budget to the community and technical colleges, will not be able to provide the allocation to Whatcom Community College until a state operating budget is produced and approved at a yet-to-be-determined State Board meeting;

**WHEREAS**, an extension is being requested by the College Budget Review Committee, as it is the judgment of the College administration that the proposed 2013-2014 Whatcom Community College Operating Budget cannot be formulated and presented for review until a state operating budget has been provided and allocations received from the State Board for Community and Technical Colleges. Additionally, the campus community will require an opportunity to thoroughly evaluate and respond to the proposed College Operating Budget, and the Trustees will require time for analysis and review subsequent to its first reading of the proposed 2013-2014 Operating Budget at the July 10, 2013, Board of Trustees meeting <sup>pk</sup> at a meeting after that date, if required;

**THEREFORE, BE IT RESOLVED**, that since the Board of Trustees is unable to adopt a 2013-2014 Whatcom Community College Operating Budget prior to June 30, 2013, the Board hereby authorizes the College President to proceed with normal operations of the College using available funds or legislative appropriations until September 1, 2013, or until formal adoption of the 2013-2014 College Operating Budget by the Board of Trustees, whichever event occurs first.

**APPROVED** in the regular meeting by the Board this 12th day of June, 2013.

Board of Trustees  
Whatcom Community College

By: Barbara Rofkar  
Barbara Rofkar, Board Chair