

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Tuesday, March 18, 2014

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Sue Cole officially called the Board of Trustees meeting to order at 2:03 p.m. Present in addition to the chair were trustees Barbara Rofkar, Steve Adelstein, Tim Douglas, and Chuck Robinson (called in by phone) constituting a quorum. Others present included President 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; Ed Harri, Dean for Instruction; Melissa Nelson, Assistant Attorney General; and Rafeeka Kloke, Executive Assistant to the President.

ACTION TO ACCEPT AGENDA

- ➔ Trustee Barbara Rofkar moved to approve the meeting agenda as proposed. It was seconded by Trustee Steve Adelstein and the **motion was approved unanimously.**
- ➔ Trustee Sue Cole announced that there is a designated time for public comment on the agenda.

EXECUTIVE SESSION

- ➔ At 2:03 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately 90 minutes to "(g) ... or to review the performance of a public employee..."

Chair Cole announced that action is anticipated. Guests included President Kathi Hiyane-Brown, VP of Instruction, Ron Leatherbarrow, Dean for Instruction, Ed Harri, and Assistant Attorney General Melissa Nelson.

The Executive Session was extended at 3:35 p.m. for approximately 20 additional minutes.

- ➔ The Executive Session adjourned at 3:55 p.m. and the Board reconvened into open session at 3:56 pm.

ACTION

➤ TAB A -- Tenure Consideration

- Trustee Tim Douglas moved the award of tenure to Johnny Hu. The motion was seconded by Trustee Barbara Rofkar and the **motion was approved unanimously.**
- Trustee Steve Adelstein moved the award of tenure to John Fasler. The motion was seconded by Trustee Barbara Rofkar and the **motion was approved unanimously.**
- Trustee Chuck Robinson moved the award of tenure to Hilary Engebretson. The motion was seconded by Trustee Steve Adelstein and the **motion was approved unanimously.**
- Trustee Barbara Rofkar moved the award of tenure to Ariane Hayes. The motion was seconded by Trustee Tim Douglas and the **motion was approved unanimously.**

BREAK

- The meeting was adjourned for a fifteen minute break at 4:00 pm.
- The meeting reconvened into open session at 4:15 pm

PRESIDENT'S REPORT

- President Kathi received a letter from Kristi Dominguez, Early Childhood Coordinator of the Bellingham School District Parenting Education Program expressing appreciation of the partnership with the College.
- President Kathi received a thank you letter from Phyllis and Charles Self for the recognition of the naming of the Learning Commons and the successful reception. The Selfs expressed appreciation for the College's commitment to student success.
- Whatcom is one of the colleges selected to exhibit our Cybersecurity program at the Legislative Open house on February 20th.
- Kris Jonson, CEO and Amy Johnson, Strategic Consultant, of Associated Washington Business (AWB) visited Whatcom to learn about our STEM initiatives and tour the HPEC building.
- 11 faculty and staff attended the Achieving the Dream Conference. Sessions around best practices were shared over several days. Ed Harri and Anne Marie Karlberg presented two sessions.
- It was a disappointing legislative session. Legislators did not pass the capital budget and adopted an operating budget that included a \$10 million increase in "efficiency" cuts which resulted in a total funding reduction of \$40 million statewide. The impact on the college system is anticipated to be \$3 million. State board encourages all college presidents to write a letter asking the Governor to veto the efficiency bill. Whatcom plans to submit two letters;

one from the President and one from the Board of Trustees. The budget also freezes tuition level for 2015. The only new money available is for aerospace. Neither COLAS nor faculty increments were provided for.

- President Kathi attended the AACC conference in Washington DC on April 3-7. She was the moderator for a panel for diverse leadership and serve as the incoming chair of the President's Academy.
- Cabinet is working with students on space issues for offices, study areas, and gather spaces; including designed smoking areas.
- An Emergency Response Team table top exercise is scheduled this week. Bellingham Police Department representatives will participate in the exercise.
- Two Whatcom students will be honored at the Washington All-Academic Team recognition event in March at South Puget Sound Community College.
 - Alitzel Jimenez first enrolled at Whatcom Community College through Running Start. Now, she is working on an AAS business transfer degree. Besides maintaining excellent academic standing, Alitzel has shown tremendous leadership skills through involvement in the Associated Students of Whatcom Community College and the campus' Criminal Justice Leadership club. She is currently interning at Bellingham's public defender office, and hopes to eventually study business or criminal justice at a four-year institution.
 - Stacy Ziegler volunteers as a Court Appointed Special Advocate for the state, supporting children who are part of the juvenile court system. Through this volunteer work, she realized her strong passion for helping those in need, especially children. She plans to attain her Associate in Arts & Sciences transfer degree at Whatcom Community College, then transfer to a four-year school to pursue a degree in the law and justice field.
- Brian Keeley is the receipt of this year's Judy Hoover Award of Excellence.

REPORTS

- Administrative Services – Nate Langstraat, Vice President
 - The change in accreditation language for the “Financial Accountability” eligibility requirement has resulted in colleges receiving accreditation recommendations related to external audits of individual colleges’ financial statements. WCC can expect this same recommendation. However, the State Board is now taking a systems approach to providing ongoing and consistent external financial audits of each institution’s financial statements in partnership with the state auditor’s office.
 - VP Langstraat provided an update on student housing. Staff has been exploring options for additional student housing including constructing a new building, and additional lease options with neighboring apartment complexes. If the College decides to construct a new building, it will take a minimum of one year for permitting and securing funding sources and

two years to complete the construction.

➔ **Instruction Office – Ron Leatherbarrow, Vice President**

- VP Leatherbarrow thanked the Tenure Committee members for putting together informative Tenure notebooks and the Trustees for their time and effort in reviewing them.
- Dean for Instruction Ed Harri provided an update on Accreditation
 - Feedback from the college community has led to the selection and adoption of three new core themes for the College. These core themes provide a framework for assessing our mission fulfillment.
 - Each core theme has 12 objectives with indicators under each objective.
 - The College will revisit the objective annually; however, the next report is due in seven years.
 - Accreditation requirements are changing; this will be the last year of virtual visits. Future visits will be conducted in-person.
 - The Accreditation report can be found on WCC website.
- Director for Workforce Education Janice Walker reported a new partnership between the College and the Northwest Career & Technical Academy (NWCTA) which will allow local high school students to earn college credit. Whatcom is the fourth NWCTA campus. When the Whatcom programs begins this fall, enrolled high school juniors and seniors will attend morning classes, equivalent to three consecutive high school periods daily, in either the Medical Assisting Career Program or Computer Security and Support Program. Medical Assisting students will attend classes in the College's Health Professions Education Center and will earn 17 college credits and industry certifications. Computer Security and Support program students are eligible to earn 13 college credits in courses that prepare them for jobs in technical support, networking, or information security.
- Director for International Program Kelly Kester shared a PowerPoint overview of the International Program.
 - Where do the international students come from?
 - 24% China, 12% Japan, 11% Vietnam, 11% Indonesia, 10% Hong Kong, 6% Korea, 5% Thailand and 21% Other
 - Where do they live?
 - 45% Homestay, 21% Residence Life apartments and 34% Other
 - Student Homestay Program grew from 29 in 2003 to 145 in 2014; the demand continues to increase
 - Established agreement include: Kanda University of International Studies, Daito Bunka University and AGTA Academy. He is currently working to establish an agreement with Tsing Tao University.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➤ ACCT National Legislative Summit

- Trustee Tim Douglas reported there were good some good speakers at the conference and it was nice to interact with colleagues from other parts of the country.
- President Kathi and Trustee Sue Cole attended the Rural Community College Alliance meetings and met with representatives from USDA and Department of Interior

➤ Senator Patty Murray's Visit

- Senator Murray is scheduled to visit Whatcom Community College on April 24 for a Veteran Roundtable.
- Trustee Cole and Trustee Douglas will join President Kathi in a meeting with the senator after the roundtable meeting.

➤ TACTC Awards

- The Board will plan to submit two nominations for this year's TACTC Awards:
 - Nomination of President Kathi Hiyane-Brown for the CEO of the Year Award
 - Nomination of Cordata Health Professions LLC (Ken and Kathy Hertz, Blossom Management Corporation; Pete Dawson, Dawson Construction; and Faruk and Paula Taysi, Integrated Real Estate Management Inc.) for the Partner of the Year Award

PUBLIC COMMENT

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

EXECUTIVE SESSION

- At 5:10 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately fifteen minutes to "(g) ...to review the performance of a public employee..."

Chair Cole announced that a possible action may be anticipated. Guests included President Kathi Hiyane-Brown, and Assistant Attorney General Melissa Nelson.

The Executive Session adjourned at 5:25 p.m. and the Board reconvened into open session at 5:25 pm.

ACTION

- Trustee Tim Douglas moved to adopt the Addendum to Presidential Contract. The motion was seconded by Trustee Barbara Rofkar and **the motion was approved unanimously.**

ADJOURNMENT

➤ There being no further business, the meeting was adjourned at 5:55 p.m.

Sue Cole

Chair of the Board

5/14/14

Date

Kathi Myanich

President and Secretary of the Board

5/12/14

Date