

# Whatcom

COMMUNITY COLLEGE

## MINUTES

### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, July 10, 2013

2:00 p.m.

- **CALL TO ORDER** Chair Sue Cole officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Barbara Rofkar, Chuck Robinson, Steve Adelstein, and Tim Douglas, 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; and Keri Parriera, Executive Assistant to the President.

President Kathi introduced James Zyon, who has joined the College to fill the graphic designer senior position.

### ACTION TO ACCEPT AGENDA

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

### STRATEGIC CONVERSATIONS

- WCC Foundation Update (*Goal 5: Strengthen the College's ability to deliver its mission*)—Anne Bowen, Executive Director of Advancement and Foundation

Anne provided a PowerPoint overview of the WCC Foundation's growth over the past several years, and noted the increased contributions that have been provided to the College and its students. Anne introduced Paula Berg, from her staff, and announced the reorganization plan that will allow for increased contacts with the community.

### CONSENT AGENDA

- **Consent Agenda (Calendar)**
  - Minutes of the June 12, 2013, Board of Trustees Meeting (Attachment A)
  - Minutes of the July 1, 2013 Special Executive Session of the Board of Trustees (Attachment B)

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

## ACTION

### ➔ TAB A -- Pavilion Expansion Cost Proposal (1st reading, possible Action)

- Trustee Tim Douglas moved to allocate additional funds from the S&A fund balance not to exceed an additional one-million dollars (\$1,000,000) for the WCC Student Recreation Center project. The motion was seconded by Trustee Chuck Robinson and the **motion was approved unanimously.**
- Nate Langstraat provided an update on the pre-design phase of the student recreation center project, and provided an overview of the project budget. Two of the students who have been active with this project from its inception were introduced, Brian Gonzales and Emma Lynne Mutchler. They were part of the core project team, which also included Kris Baier, Trish Onion, Doug Salmon, Heidi Ypma, and Colleen Hanson. The students spoke about the support of the student body to move forward with this project into the design and development phase.

### ➔ TAB B -- Proposed 2013-2014 WCC Operating Budget (1st reading, possible Action)

- Trustee Barbara Rofkar moved to approve the 2013-2014 WCC Operating Budget as presented. The motion was seconded by Trustee Adelstein and the **motion was approved unanimously.**
- Nate Langstraat introduced the members of the Business Office Budget Team, Ken Brownstein, Kelly Miller and William Martens, and he presented an overview of the proposed College operating budget.

## PRESIDENT'S REPORT

- ➔ The President shared that the State Board polled the system presidents about tuition for 2013-14 and the State Board Directors may be setting tuition for resident and non-resident students at their meeting on the 12th of July.
- ➔ President Kathi advised the Board about the upcoming Cabinet retreat (two ½ days) at which initial development of the college work plan for next academic year will be the focus.
- ➔ The work on the HEPC building is still progressing at a good pace. Much progress has been made since our board tour.
- ➔ Enrollment for summer quarter has increased 2.6% over the same period last year
- ➔ Ed Harri is participating in the WELA cohort this year.

## REPORTS

### ➔ ASWCC –Lucas Nydam, President

- Not in attendance.

- ➔ **WCCFT** – Kimberly Reeves, President
  - Not in attendance.
- ➔ **WSEA** – Carolyn Jovag, Representative
  - Nothing additional to add.
- ➔ **Administrative Services** – Nate Langstraat, Vice President
  - Nothing additional to add.
- ➔ **Educational Services** – Trish Onion, Vice President
  - Nothing additional to add.
- ➔ **Instruction Office** – Ron Leatherbarrow, Vice President
  - Guy Smith, the newly appointed Division Chair for Division IV, Social Sciences and Business, Law and Technology, was introduced to the Board of Trustees.
- ➔ **Advancement/Foundation Office** – Anne Bowen, Executive Director
  - Nothing additional to add.

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

- ➔ **Draft Institutional Master Plan (1<sup>st</sup> reading)**
  - Nate Langstraat introduced the project and Brian Keeley provided an overview of the Plan via a PowerPoint presentation for a first reading of the Board. Brian thanked Colleen Hanson for her oversight on the organization of the project. Keith Schreiber will be attending the August Board of Trustees meeting for the second reading of the Plan.
- ➔ **August Board Retreat –August 13-14, 2013**
  - President Kathi provided a draft agenda for the August Board of Trustees Retreat. The Cabinet members, SBCTC Executive Director Marty Brown, and Keith Schreiber of Schreiber, Starling & Lane will be presenting on day one. Trustees were asked to contact Keri with any additions or revisions to the agenda by next Monday. Keri was asked to provide the Board with copies of the Board’s 2012-13 Work Plan.

### **PUBLIC COMMENT**

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

### **BREAK**

- ➔ The meeting was adjourned for a 10-minute break at 4:00 p.m.
- ➔ The meeting reconvened into open session at 4:10 p.m.

### **EXECUTIVE SESSION**

- ➔ At 4:10 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately 45 minutes to meet with counsel regarding potential litigation and to review the

performance of a public employee as provided by RCW 42.30.110(1). Chair Cole announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, and Assistant Attorney General Lisa Wochos.

The Executive Session was extended at 4:55 p.m. for approximately 30 additional minutes.

- The Executive Session adjourned at 5:20 p.m. and the Board reconvened into open session at 5:20 p.m.

### ADJOURNMENT

- There being no further business, the meeting was adjourned at 5:20 p.m.

Susan Cole  
Chair of the Board

9/11/13  
Date

Kathi Hiyane-Brown  
President and Secretary of the Board

9/11/13  
Date