

MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Monday, September 22, 2008
2:00 p.m.

CALL TO ORDER Chair Barbara Rofkar officially called the meeting to order at 2:00 p.m. Present were trustees Robert Fong, Sue Cole, Chuck Robinson and Steve Adelstein. 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; Jason Tetzloff, Dean for Instructional and Academic Support; Anne Bowen, Executive Director for the Foundation and for Advancement; Bob Riesenber, WCCFT President; John O'Neill, WSFE Representative; and Keri Parriera, Executive Assistant to the President.

INTRODUCTION OF NEW FACULTY President Hiyane-Brown presented the following new faculty to the Board: Jody DeWilde, Dev. Ed. Math; Gretchen Coulter, English Composition; Matthew Rager, English Composition; Maia Langenberg, Mathematics; Jamie VanBeek, Medical Assisting; Kathryn Saulsbury, Nursing; Tracy Norvell, PTA; Tran Phung, Physics; Anne George, French/IDS. Each person introduced themselves and shared information about their experience. In addition, Dean Jason Tetzloff introduced Katie Jensen who is the Director for Transitional Learning, a new program on campus. Katie has been employed by the College in Community Education. The Board extended a welcome all of these employees.

RESOLUTION

On behalf of the Board, Chair Rofkar delivered Resolution No. 08-03 for Robert B. T. Fong in recognition of his service to Whatcom Community College as he completes his term as a Board member. Trustee Fong spoke about his history as a board member and thanked everyone. A small gift of recognition was presented to Robert.

BREAK

The meeting recessed at 2:20 p.m. for a short break and reconvened at 2:35 p.m.

ACTION

➔ **TAB A Rule of Order Allowing for the Consent Agenda Process** (First Reading/Possible Action)

Trustee Sue Cole moved to adopt a rule of order allowing for the consent agenda process for using during the Whatcom Community College Board of Trustees meetings. Trustee Steve Adelstein seconded the motion and **the motion passed by unanimous consent.**

Consent Agenda

➔ **Consent Agenda (Calendar) – if approved**

- Minutes of July 22, 2008 Board of Trustees Meeting
- Minutes of August 19, 2008 Board Retreat w/Cabinet
- Summer Quarter 2008 Graduates

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

**PRESIDENT'S
REPORT/
CORRESPONDENCE**

- President Hiyane-Brown presented Anne Bowen to the Board as the Executive Director for the Foundation and Advancement. Anne has worked for six years at BTC in several capacities including advancement and director of public relations and marketing.
- The President thanked board members for their attendance at the Opening Day program and at several of the opening week events.
- President Kathi spoke about a welcome she made to the new nursing class, of which 1/3 are males.
- The President provided an enrollment update for the Board. The College has a 6.8% increase from this time last year. Running Start has a headcount of 75(528 FTE), which equates to a 4% increase over last year to date. The greatest increase is in social science and academic skills areas. The International Program had a 25% increase for their summer enrollment over last summer, and fall enrollments are up to 150 students. The President has continued meeting with local community leaders. She and Trustee Barbara Rofkar met with Mayor Dan Pike and discussed the College's strategic initiatives and the waterfront development project. She also met with Dr. Bruce Shepard, new president of WWU. He seemed very supportive of collaboration with faculty and students. He is also a community college graduate.
- President Kathi presented at the Sunrise Rotary meeting, accompanied WCC student Melanie Wegley. This chapter is sponsoring a WCC scholarship and may be fundraising for others.
- The draft of the Strategic Plan was distributed to the Board, and the President talked about next steps which includes a request for Board approval. This is a dynamic document that will evolve and change. Linda Maier addressed the Board and shared comments that emerged from the All College Day review of the plan. Linda shared that it was exciting to see the entire campus engaged, giving their input. The Board was very pleased and delighted with progress to date.

REPORTS

ASWCC – David Burkett, President

- Not in attendance, however, Vice President Onion stated that the student leaders were very enthusiastic about their recent meeting with the President.

WCCFT – Bob Riesenber, President

Dr. Riesenber reported that the faculty negotiation team and representatives from the administration are attending interest-based bargaining training.

WFSE – John O'Neill, Representative

Mr. O'Neill reported that the Federation's negotiation team has reached a tentative agreement with the Governor with voting for ratification to take place by October 1.

TACTC – Sue Cole, Trustee

- Trustee Cole reported that the TACTC Educational Committee has planned the TACTC meeting in Renton for next week, and that Mukilteo may be a possible locale for the spring TACTC meeting. Trustees are now mentoring other new trustees in the system. Both Sue and Steve Adelstein are involved in this program. Trustee Adelstein has been reappointed to TACTC Capital Committee, and will be participating in the Renton TACTC meeting on a team exercise about approaching state representatives regarding funding.

Administrative Services – Ray White, Vice President

- Vice President White reported on the new telephone system that has been installed on campus which is integrated with computer system. This will greatly increase our communications capabilities on campus, especially in emergency situations. This change has necessitated a change for all college telephone numbers. Ray White will have a small, laminated card with new phone numbers prepared for the trustees. The campus is actively involved in fiscal cut backs requested by the governor and are tracking savings from areas including travel, hiring, equipment, contracts and purchasing. The state's financial forecasts look bleak and may call for additional cuts.

Educational Services – Trish Onion, Vice President

- Vice President Onion thanked the President for recognizing her staff for their new student orientation and outreach efforts. The local high school superintendents met recently and Trish attended that meeting. The Gates Grant regarding family literacy in the Nooksack community was also discussed.
- The new WCC Viewbook was shared with the Board which was developed by Mitch Tlustos, Jo Sander and Nate Langstraat for outreach materials at various college fairs and presentations, and for use by the President and Foundation for fundraising contacts.

Instruction Office – Ron Leatherbarrow, Vice President

- Vice President Leatherbarrow talked about a number of initiatives in Instruction. He was very pleased with the Opening Week sessions and has received positive feedback, especially on the sustainability, technology in education and the assessment presentations.

Legislative Update – Kathi Hiyane-Brown and Anne Bowen

President Hiyane-Brown spoke about the October 7 joint luncheon hosted by the Presidents and several of the Board members from BTC, Skagit and Whatcom for the legislators from our districts. SBCTC one-pages were distributed which outlined the legislative priorities of the State Board.

**DISCUSSION/ITEMS
OF THE BOARD**

- The November Board meeting date was changed to Tuesday, November 4th at 2 p.m. to accommodate board member schedules.
- Trustees Chuck Robinson and Sue Cole, together with President Hiyane-Brown, will be attending the national ACCT meeting in New York at the end of October.
- Trustee Robinson reported on the recent Garrison Keeler presentation that several people from the college attended. He also reported that Mike Farrell from *MASH (TV show)* will be in Bellingham to promote his book.

**EXECUTIVE
SESSION**

The meeting was adjourned at 3:25 p.m. for a short break. The meeting reconvened into Executive Session at 3:35 p.m. to discuss personnel and collective bargaining issues with no anticipated items for action. Guests included President Kathi Hiyane-Brown and Vice President Ray White. The meeting reconvened into open session at 4:05 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:05 p.m.

Bertalan J. Popken
Chairman of the Board

10/15/08
Date

Kurtis Myman
President and Secretary of the Board

10/16/08
Date

**A RESOLUTION BY THE BOARD OF TRUSTEES
OF WHATCOM COMMUNITY COLLEGE
IN APPRECIATION OF
ROBERT B. T. FONG**

Resolution No. 08-03

WHEREAS ROBERT B. T. FONG has served with distinction as a member of the Board of Trustees of Whatcom Community College, April 16, 1997, through September 30, 2008, and has shown leadership as chair of this Board during January, 2006 through June, 2008 and January, 2003-January, 2004; and

WHEREAS, he has always acted as an advocate of Whatcom Community College, supporting the College community and interpreting it to the citizens of District 21; and

WHEREAS, he has consistently given highest priority to the needs and concerns of the students of Whatcom Community College; and

WHEREAS, he has provided invaluable leadership and counsel to the College President; and

WHEREAS, he is regarded by the members of this Board as a cherished colleague and a good friend; therefore

BE IT RESOLVED, that the Board of Trustees of Whatcom Community College expresses its appreciation and thanks to Robert B. T. Fong upon the completion of his term as a member of this Board.

PASSED AND APPROVED by the Board of Trustees of Whatcom Community College at its meeting thereof duly and regularly held this 22^h day of September, 2008.

Attest:

Kathi Hiyane-Brown, President
Whatcom Community College



Barbara Rotkar, Chair
Board of Trustees