

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, July 8, 2015

2:00 p.m.

- **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Barbara Rofkar, and Tim Douglas, constituting a quorum. Trustees Chuck Robinson and Sue Cole were absent. Others present included President Hiyane-Brown; Curt Freed, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Luca Lewis, Vice President for Student 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.

INTRODUCTION

- President Kathi introduced new vice presidents: Curt Freed, Vice President for Instruction and Luca Lewis, Vice President for Student Services.

ACTION TO ACCEPT AGENDA

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

STRATEGIC CONVERSATIONS

- Budget Update – Nate Langstraat, Vice President for Administrative Services
A PowerPoint presentation was shared providing an update on the development of the proposed 2015-16 WCC Operating Budget.

Highlights:

- The College received budget information from the State Board on July 6 and is currently

working to complete the budget book.

- The College is waiting to receive information on tuition backfill from the State board for the legislative mandated 5% tuition reduction in the first year of the biennium.

CONSENT AGENDA

➔ Consent Agenda

- a. Minutes of the June 10, 2015, Board of Trustees Meeting (Attachment A)

Chair Adelstein stated: "If there are no objections, this item will be adopted." As there were no objections, **this item was adopted.**

ACTION

➔ Proposed 2015-16 WCC Operating Budget

Trustee Rofkar moved to approve the 2015-16 WCC Operating Budget as submitted. It was seconded by Trustee Douglas and the **motion was approved unanimously.**

PRESIDENT'S REPORT

- ➔ President Kathi thanked faculty and staff for all the work that went into Nursing Pinning Ceremony, Running Start Graduation, Honors & Awards Ceremony, Retiree Recognition Event, and 2015 Commencement Ceremony.
- ➔ President Kathi shared a letter received from 2015 WCC graduate, Renee Cheesman. Cheesman, an adult student, expressed her appreciation to the faculty and staff at Whatcom for a rewarding learning experience.
- ➔ International Student Health Mentor Project, an initiative that involved collaboration between WCC's nursing and international programs, gives nursing students the opportunity to increase cultural awareness and to practice community health by working with international students.
- ➔ Enrollments: 2015 summer enrollment is down 3.2% compared to 2014. International student enrollment is up by 10%, Online enrollment is up by 12%. College Administration will explore converting a portion of the online enrollment to State FTE.
- ➔ An update of WCC health programs included: approximately 80% of 2015 graduates in the Medical Assisting program graduated with honors; exploration of physical therapy assistant student clinic to provide practical experiences for our students; changes in the nursing curriculum which continue to support the high pass rates of our graduates on the national exam; WCC nursing graduates who went on to WWU BSN program are in the honors program; a new certificate program in chemical dependency; receiving third Health Employee Education Training (HEET) grant of \$540,000 to expand training for certificate programs for patient

navigators.

REPORTS

➔ **WCCFT – Tresha Dutton, President**

- Dutton welcomed both new vice presidents to campus on behalf of faculty.

➔ **Administrative Services – Nate Langstraat, Vice President**

- Langstraat reported both the Financial Statement and Accountability audits were clean audits. Financial statement audit has one finding related to entry of loans coming to the College. Audit reports are available on the College's website for review.

➔ **Advancement/Foundation Office – Anne Bowen, Executive Director**

- Bowen reported the Foundation is in the final stages of awarding \$200,000 scholarship for 2015-16 academic year.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➔ **August 27-28 Board of Trustees Retreat**

- The agenda for the retreat will include presentation by president's cabinet on 2014-15 college work plan progress and accomplishments and 2015-17 college priorities.
- Other topics include Board of Trustees work plan for 2015-16 and legislative strategies and priorities.

➔ Chair Adelstein read a board resolution in appreciation of Ron Leatherbarrow's service to the College and students. Leatherbarrow retired at the end of the 2014-15 academic year.

➔ Chair Adelstein thanked Tim Douglas for his service as chair in the 2014-15 academic year and presented Douglas with a gift. He also thanked Chuck Robinson for his service as vice chair in the 2014-15 academic year.

➔ The Board of Trustees meeting in October will be rescheduled as President Kathi and a trustee will be attending the 2015 ACCT Leadership Congress is scheduled on October 14-17.

➔ A list of upcoming events and key dates were provided to the board.

- August 27-28 -- Board of Trustees Retreat
- September 9 -- Board of Trustees Regular Meeting
- September 9 -- President's Circle event
- September 14-18 – Opening Week
- September 15 -- All College Day
- September 26 -- WCC Foundation – Kathi Hiyane-Brown and Robert Fong Cooking

Fundraiser

- October 6 -- Student Pavilion & Recreation Center Ribbon Cutting
- October 30 – WCC Foundation Donors Appreciation Breakfast

EXECUTIVE SESSION


- ➔ At 3:03 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately twenty minutes to “ (g)...To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.”

Chair Adelstein announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Vice President for Administrative Services Nate Langstraat, and Assistant Attorney General Melissa Nelson.

- ➔ The Executive Session adjourned at 3:29 p.m. and the Board reconvened into open session at 3:29 p.m.


PUBLIC COMMENT

- ➔ Chair Adelstein called for public comment. There was none.
- ➔ There being no further business, the meeting was adjourned at 3:37 p.m.



Chair of the Board

8/27/2015
Date



President and Secretary of the Board

8/27/2015
Date