

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES RETREAT

August 27 – 28, 2015

Willows Lodge, 14580 NE 145<sup>th</sup> St., Woodinville, WA

Thursday: 8:30 a.m. – 5:00 p.m.; 6:30 pm – 9:00 p.m.

Friday: 8:00 a.m. – 1:00 p.m.

#### Thursday, August 27, 2015

- **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 9:30 a.m. Present in addition to the chair were trustees Tim Douglas, Barbara Rofkar, Chuck Robinson, and Sue Cole, constituting a quorum. 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; Janice Walker, Dean for Workforce Education; and Rafeeka Kloke, Special Assistant to the President.

#### INTRODUCTION OF GUEST

- Dr. Jack Oharah, former President of Edmonds Community College, was introduced as the facilitator for the two-day planning retreat of the Board.

#### ACTION TO ACCEPT AGENDA

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

#### CONSENT AGENDA

- **Consent Agenda (Calendar)**
  - a. Minutes of the July 8, 2015, Board of Trustees Meeting (Attachment A)
  - b. Proposed Spring Quarter Grads (Attachment B)

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

no objections, this item was adopted.

## STRATEGIC CONVERSATIONS

- ➔ Chair Adelstein reviewed the goals of the retreat.
- ➔ **Review 2014-2015 work plan: Accomplishments/progress forward toward Strategic Plan goals and 2015-2017 college priorities**

A PowerPoint presentation provided an overview of accomplishments for each of the strategic goals. The complete 2014-2015 Year End Work Plan report is available on WCC's public website: [www.whatcom.ctc.edu](http://www.whatcom.ctc.edu). As part of the presentation, priorities for 2015-2017 work plan were discussed. Highlights included: Expand existing and develop new programs and services; Implementation of Institutional Master Plan; Increase student achievement in career and transfer preparation; Professional development for faculty and staff.

## BREAK

- ➔ The meeting was adjourned at 12:10 p.m. for a 20 minute break.
- ➔ The meeting reconvened into open session at 12:40 p.m.

## STRATEGIC CONVERSATIONS (continued)

- ➔ **Master planning Updates**

Nate Langstraat, VP for Administrative Services, provided an overview of the short, mid, and long term programs in the Institutional Master Plan. He provided an update on the status of the student housing project. Members of the board confirmed their commitment to move forward with the project. They asked Langstraat to present options for implementing the project including timeline, costs, and risk factors at the October Board of Trustees meeting.

- ➔ **Allocation formula and impact on WCC**

Langstraat shared a PowerPoint presentation with an overview of the allocation formula and impacts on the College.

- ➔ **Visioning -- WCC in 5 years**

A PowerPoint presentation provided an overview of population and demographics data and trends to inform the discussion.

Key themes include:

- Increase visibility and building strong presence in the community and the region
- Destination college for specific programs: Cybersecurity, Health profession programs

- Advance programs and services – examples include creating greater transfer pathways, identifying and prioritizing existing programs for growth
- Engage students and community – examples include K-12 partnerships, workforce and economic development connections, business and industry connections
- Regional leader in health profession program, cybersecurity education programs and arts and humanities programs
- Grow continuing education and contract training programs
- Increase revenue through grants and foundation fundraising

### **PUBLIC COMMENT**

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

### **RECESS**

- ➔ At 4:50 p.m., the meeting was recessed for approximately one hour and forty minutes for a break and dinner.

### **STRATEGIC CONVERSATION (continued)**

- ➔ The Board meeting was reconvened by Chair Adelstein at 9:00 p.m. Present in addition to the chair were trustees Chuck Robinson, Tim Douglas, Barbara Rofkar, and Sue Cole, constituting a quorum. Other present included President Kathi Hiayne-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah. Discussions of the Board continued.

### **PUBLIC COMMENT**

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

### **ADJOURNMENT**

- ➔ There being no further business, the meeting was adjourned at 11:00 pm

Friday, August 28, 2015

- CALL TO ORDER Chair Adelstein officially called the Board of Trustees meeting to order at 8:00 a.m. Present in addition to the chair were trustees Chuck Robinson, Tim Douglas, Barbara Rofkar, and Sue Cole constituting a quorum. Others present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.
- Chair Adelstein announced that there is a designated time for public comment on the agenda.
- Development of 2015-16 Board Work Plan

Key priorities were identified, and discussion will continue on this project for adoption at a subsequent meeting of the Board.

Priorities include:

- Advocate for system capital project funding
- Secure legislative support for the construction of Learning Commons
- Identify process and timeline for a student housing project
- Adopt a five-year strategic plan for the College
- Board succession planning

### EXECUTIVE SESSION

- At 10:00 am. the meeting was adjourned for a closed Executive Session of the Board for approximately two hours to "...review the performance of a public employee..."

Chair Adelstein announced that no action was anticipated. Guests included President Kathi Hiyane-Brown.

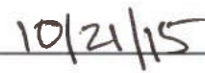
- The Executive Session adjourned at 12:45 p.m. and the Board reconvened into open session at 12:55 p.m.

### ADJOURNMENT

- There being no further business, the meeting was adjourned at 1:00 p.m.



Chair of the Board



Date

*Kathie Kopynch*

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President and Secretary of the Board

*10/21/15*

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Date