

BOARD OF TRUSTEES  
Board Planning Retreat  
AGENDA

August 17-18, 2017

Thursday: 8:00 am – 4:00 pm.; 6:00 p.m. – 8:00 p.m.

Friday: 8:00 a.m. – 12:00 p.m.

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

MEMBERS:

- Tim Douglas  
Chair
- John Pedlow  
Vice Chair
- Steve Adelstein
- Barbara Rofkar

*Reasonable accommodations will be made for persons with disabilities if requests are made at least seven days in advance. Efforts will be made to accommodate late requests. Please contact the President's Office at 360.383.3330 (or TDD at 360.647.3279)*

**NEXT MEETING  
REMINDER**

**September 20, 2017**

**Thursday, August 17, 2017**

- I. Call to Order, Approval of Agenda, and Notice of Public Comment Time
- II. Consent Agenda Tab 1
  - a. Minutes of July 11, 2017 Board of Trustees Meeting (Attachment A)
  - b. Proposed Spring Quarter Grads (Attachment B)
- III. Strategic Conversations
  - Review 205-17 work plan – Accomplishments and strengths
  - Opportunities and challenges
  - 2017-19 Priorities
  - Strategic Plan
- IV. Public Comment
- V. Adjournment

**Friday, August 18, 2017**

- I. Call to Order
- II. Executive Session\*
  - "...to review the performance of a public employee..."
- III. Development of 2017-19 Board of Trustees work plan
- IV. Public Comment
- V. Adjournment

**\*The Board of Trustees may adjourn to a closed Executive Session to discuss items provided for in RCW 42.30.110 (1):**

- (b) to consider the selection of a site or the acquisition of real estate by lease or purchase...;
  - (d) to review negotiations on the performance of a publicly bid contract...;
  - (f) to receive and evaluate complaints or charges brought against a public officer or employee...;
  - (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...; or as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
  - (h) to evaluate the qualifications of a candidate for appointment to elective office...;
  - (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions... or... litigation or potential litigation...
- Action from the Executive Session may be taken, if necessary, as a result of items discussed in Executive Session.**



**CONSENT AGENDA**

- a. Minutes of June 11, 2017 meeting of the Board of Trustees (Attachment A)
- b. Proposed Spring Quarter Grads (Attachment B)

**SUGGESTED RESPONSE**

*The chair reads out the letters of the consent items. Then the chair states: “If there are no objections, these items will be adopted”. After pausing for any objections, the chair states, “As there are no objections, these items are adopted.”*

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, July 11, 2017

2:00 p.m.

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Steve Adelstein, John Pedlow, and Barbara Rofkar, constituting a quorum. Others present included President Hiyane-Brown; Ed Harri, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Luca Lewis, Vice President for Student Services; Sue Cole, Executive Director for Institutional Advancement; Melissa Nelson, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

#### **ACTION TO ACCEPT AGENDA**

- Trustee Rofkar moved to accept the agenda with a change to move the Executive Session before Action Items. It was seconded by Trustee Adelstein and the **motion was approved**.
- Chair Douglas 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 forty minutes to "...receive and evaluate complaints or charges brought against a public officer or employee..." and "...as provided in RCW42.30.140 (4) (a) to discuss collective bargaining..."

Chair Douglas announced that possible action was not anticipated. Guests included President Kathi Hiyane-Brown, Assistant Attorney General Melissa Nelson, Vice President Nate Langstraat, and Vice President Luca Lewis.

The Executive Session was adjourned at 2:45 p.m. and the Board reconvened into open session at 2:46 p.m.

#### **CONSENT AGENDA**

- **Consent Agenda**
  - a. Minutes of the June 14, 2017 Board of Trustees Meeting (Attachment A)

Chair Rofkar stated: “If there are no objections, this item will be adopted.” As there were no objections, **this item was adopted.**

### **ACTION ITEM**

➤ **Proposed update to Policy 318 Institutional Review Board (IRB) and Protection of Human Subjects (first reading, possible action) – Ed Harri, Vice President for Instruction**

Trustees Adelstein moved to approve the update to Policy 318 Institutional Review Board and Protection of Human Subjects. It was seconded by Trustee Rofkar and the motion **passed unanimously.**

➤ **Proposed 2017-18 WCC Operating Budget (first reading, possible action) – Nate Langstraat, Vice President for Administrative Services**

VP Langstraat shared a PowerPoint presentation with an overview of the proposed 2017-18 WCC Operating Budget. Highlights included:

- Local operating budget continues to include investment in new full time tenure-track faculty positions as well as the replacement of faculty and staff positions in areas of the College that are needed to facilitate growth.
- College continues to rely more heavily on grant and contract program reserves in order to fund the operating budget.
- This year’s local operating budget is balanced using local fund reserves. However, the College will focus on other strategies and using fund reserves as a last resort.

Trustees Rofkar moved to approve the proposed 2017-18 WCC Operating Budget. It was seconded by Trustee Pedlow and the motion **passed unanimously.**

### **PRESIDENT’S REPORT**

- The Foundation’s Campaign Feasibility Study is completed will be presented and discussed at the upcoming Board Retreat.
- A planning retreat is scheduled for Cabinet and expanded cabinet to discuss the 2017-19 work plan.
- Steve Adelstein presented the Karen Morse Vocational Service Award at Rotary of Bellingham meeting.

## **REPORTS**

### ➤ **Advancement/Foundation** – Sue Cole, Executive Director

Chemco donated two pieces of equipment to the College. A high performance liquid chromatography system, analyzes a variety of complex mixtures. It is used in many labs to identify the components of a mixture and the amount of a key ingredient or contaminant in a mixture; and a differential scanning calorimeter, a standard analysis instrument for polymer materials, and used in quality control/analysis of plastics, resins and other polymeric materials. Both of these equipment enables our students to do university level research.

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

### ➤ **August Board Retreat**

The two day board retreat is scheduled for August 17-18, 2017. Cabinet members will join on the first day to discuss 2015-17 work plan report, opportunities and challenges, and priorities for 2017-19. Board members will also review and discuss the draft strategic plan. The second day will be president and board members only. The board will develop its 2017-18 Board of Trustees work plan.

## **PUBLIC COMMENT**

➤ Chair Douglas called for public comment. There was none.

## **ADJOURNMENT**

➤ There being no further business, the meeting was adjourned at 3:38 p.m.

## WHATCOM COMMUNITY COLLEGE

### SPRING 2017 GRADUATES

JUNE 15, 2017

#### HONORS PROGRAM

Irvin A. Alhamdaputra  
Laura M. Bracht  
Zander Buhler  
John J. Demetriff

Ella W. Mathews  
Paris R. Mielke  
Carol J. Ouellette  
Alexi S. Pearson-Lund

Err-Mathew Sana  
Dorsa Toghani  
Briahna C. Tugman

#### ASSOCIATE IN ARTS AND SCIENCES

Jared M. Abrass  
Christopher C. Adkins  
Irena Ageyev  
Irvin A. Alhamdaputra  
Hanna M. Alocozy  
Anisa A. Alvin  
Leif J. Anderson  
Matthew J. Anderson  
Lauren M. Avery  
Martin Ayres  
Saul A. Badillo  
Laura H. Bahzad  
Teresa J. Bailey  
Brendan P. Baker  
Sidney L. Balfour  
Samuel C. Barbo  
Ava L. Baumgarten  
Sasha A. Beggs  
Marvin R. Bencomo  
Elliott M. Berger  
Khorl M. Bjork  
Carlee A. Bock  
Christina Bogart  
Elisa Bong  
Eric D. Botteron  
Autumn Boyden  
Laura M. Bracht  
Komalpreet K. Brar  
Leslie C. Brendible  
Haley A. Brennick  
Melissa A. Brummer

Zander Buhler  
Elena G. Buri  
Jaimie B. Bussiere  
Clay A. Campbell  
Donovan R. Campeau  
Bailey A. Canup  
James S. Carpenter  
Josephine S. Carpenter  
Leah M. Carroll  
Austin B. Carter  
Brittany L. Catton  
Jeffrey B. Catton  
Michael R. Cecil  
Elise C. Chambers  
Marcus R. Cheney  
Jia-Yi Cheng  
Kelly S. Cho  
Honing Derek Choi  
Heather M. Clayton  
Kassidy R. Cook  
Richard C. Cornelius  
Bobbie D. Cowgill  
Hailey A. Cribbs  
Kelley A. Crider  
Chelsea N. Crouch  
Skyler T. Cutsforth  
Hao Bach Dang  
Rebecca Daniel  
Logan D. De Boo  
Blake D. Decker  
John J. Demetriff

Sulamita V. Derkach  
Jacob D. De Vries  
Melissa A. D' Haene  
Elsbeth C. Doesburg  
Cesar R. Dominguez  
Aliesia L. Doney  
Gabriel I. Drury  
Hongyu Du  
Connor P. Eckhardt  
Sarah R. Ellingson  
Stephanie S. Ellis  
Emily V. Erickson  
Sara M. Esperance  
Tania Estrada-Garcia  
Kallyann J. Ferguson  
Jordan M. Flannery  
Ryan P. Ford  
Katelynd S. Foster  
Emily R. Fulbright  
Craig R. Gabrielson  
Julio E. Gallardo  
Ricky Gallegos  
Jesus L. Garcia  
Julio Paramo Garcia  
Rachel E. Garibaldi  
Corey C. Garrison  
Brady J. Geleynse  
William S. Gieger  
Kara L. Giesing  
Jacob H. Ginsburg  
Emily A. Gish

**ASSOCIATE IN ARTS AND SCIENCE(CONTINUED)**

Lizbeth Gonzalez  
Gillian M. Goodman  
Brian S. Gorrebeek  
Shelby R. Greenlaw  
Jie Guo  
Tyler M. Harris  
Lexi B. Hasley  
Maya Hatten-Beck  
Briana M. Hazelwood  
Thomas K. Hendrix  
Jewel A. Henry  
Stephanie Herrera  
Jessica A. Hoffmann  
Brittany D. Hoke  
Wing Chit Hsu  
Erik T. Huynh  
Emma R. Jaques  
Milton Jimenez  
Cameron M. Johnson  
Joel D. Johnson  
Kacia A. Julius  
Pavneet K. Kahlon  
Denise M. Kelly  
Paul J. Kelly  
Rosalie J. Kerkvliet  
Da-Eun Kim  
Logan T. King  
Amanda C. Koker  
Gretchen G. Kordas  
Vadim A. Kotsyuba  
Stan Waytung Ku  
Hannah Kunst  
Leah M. Laird  
Kaitlyn L. Lavelle  
Daniel C. Leach  
Austin J. Lenssen  
Travis D. Lenssen  
Weijian Lin  
Kyle J. Little  
Ryan T. Loan  
Ivy G. Locke  
Hannah L. Lockhart  
Daulton A. Lootens  
Palena L. Lopatnikov

Allan Louie  
Oona Lowe  
Natalie K. Loya  
Jessica M. Loynd  
Ryan A. Luchini  
Lorianne J. Ludeman  
Cavan J. Lyons  
Aaron James Madison  
Jack A. Manning  
Jonathan Martens  
Jarrett H. Martin  
Ella W. Mathews  
Miki Matsumoto  
Nikolas A. May  
Lorraine A. Mc Calla  
Jessica J. Mc Connachie  
Jenna M. Mc Cord  
Casey P. Mc Hugh  
Benjamin J. Meaker  
Nathaniel G. Meaker  
Beatrice A. Mears  
Alejandra Mendoza  
Paris R. Mielke  
Farisha Mohd-Hashim  
Rachel E. Morrison  
Kristina K. Moulaison  
Tiffany N. Moyes  
Joseph C. Mueller  
Kailey N. Navis  
Grace K. Neale  
Khue Bich Nguyen  
Uyen P. Nguyen  
Ana L. Nicolas-Perez  
Conner A. Nienaber  
Hattie V. North  
Christopher M. Novak  
Shane P. Olson  
Cheyenne Osorio-Newsom  
Carol J. Ouellette  
Cedric C. Pagaduan  
Ashley N. Parks  
Nicholas H. Peden  
Snejhana Pentsak  
Sofiya Phillips

Michelle H. Phung  
Micaela J. Pimento  
Marianna Polishuk  
Ean B. Price  
Julia R. Price  
Teryk B. Prince-Hughes  
Lovira Putri  
Nathan G. Quesada  
Madison R. Quimby  
Kelli A. Quiroga  
Maile A. Rabang-Gomez  
Sarah M. Rasmussen  
Natalia Read  
Bronwyn R. Regan  
Anna C. Regier  
Emily N. Riddle  
Bridgette M. Robar  
Isaiah Rodriguez  
Virginia Rodriguez  
Rielley S. Rogers  
Sasha S. Roley  
Lee H. Rosales  
Leah G. Rostov  
Allison M. Rozell  
Timothy L. Russell  
Lily R. Salas  
Err-Mathew Sana  
Coral R. Saville  
Elizabeth D. Schmidt  
Jeremy T. Schuler  
Jeniffer S. Serrano  
Trey J. Shagren  
Hongpei Shan  
Jasleen K. Sidhu  
Cynthia R. Singleton  
Henry I. Smartt  
Andrew D. Snyder  
Rowan A. Sodenkamp  
Matthew T. Sorlien  
Andrea E. Stack  
Patricia K. Stark  
Abigail J. Stevenson  
April B. Stewart  
Barbara L. Stone

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Muhammad-Hazim Azizul	Bao G. Hoang	Liana Sowi
Christian A. Bertram	Michael Kartolo	Dorsa Toghani
Marina V. Billings	Phat Le	Viktor P. Trubnikov
Sungjae Choi	Khoi Hoang T. Nguyen	Zaid Zahirain

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Hannah M. Crawford	Crystal H. Neva	Christian Vanden Heuvel
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Olivia R. Erchinger	Kelley Palmer-Mcgee	Lilia V. Varivoda
Kristen A. Fagan	Benjamin C. Perry	Ian P. Vermeeren



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Andrew S. Litwiller

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Trevin C. Morrison Jr  
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Amanda L. Watson

**CERTIFICATE HOSPITALITY AND TOURISM MANAGEMENT**

Fatoumata Semeg Janneh

**CERTIFICATE MASSAGE PRACTITIONER**

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Carla C. Campos

Virginia R. Macdonald  
Jennifer W. Macke  
Jacqueline K. Rumble

Meggan A. Simpson  
Taylor L. Walter

**CERTIFICATE MEDICAL BILLING AND CODING**

Tylean Fox

**CERTIFICATE NETWORK ADMINISTRATION**

Kurt Schaumberg

Benjamin L. Zetina

**CERTIFICATE OFFICE ADMINISTRATION**

Michelle E. Ewing

**CERTIFICATE TECHNICAL SUPPORT**

Scott M. Adamson

Ethan P. Leroy

Benjamin L. Zetina

**HIGH SCHOOL DIPLOMA**

Samuel C. Barbo  
Christina Bogart  
Autumn Boyden  
Zander Buhler  
Jia-Yi Cheng  
John J. Demetriff  
Jacob D. De Vries  
Gabriel I. Drury  
Kara L. Giesing  
John K. Graep  
Bao G. Hoang  
Tino Kang  
Sidney H. Keene-Wilson  
Rosalie J. Kerkvliet

Genevieve Kingsland  
Scott W. Lafferty  
Yaitza Landaverde  
Weijian Lin  
Lorianne J. Ludeman  
Cavan J. Lyons  
Aaron James Madison  
Lorraine A. Mc Calla  
Paris R. Mielke  
Kristina K. Moulaison  
Grace K. Neale  
Khoi Hoang T. Nguyen  
Khue Bich Nguyen  
Linh H. Nguyen

Luu V. Nguyen  
Kyle R. Olson  
Alexi S. Pearson-Lund  
Socorro Portillo  
Radyan A. Pradhono  
Teryk B. Prince-Hughes  
Sadie R. Rosado  
Henry I. Smartt  
Patricia K. Stark  
Wylie L. Suda  
Hannah M. Vanden Heuvel  
Whitney Walker  
Miles E. Williams  
Milzanea Winsjansen