

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, December 13, 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 John Pedlow, Wendy Bohlke, and Rebecca Johnson, constituting a quorum. Trustee Steve Adelstein was absent. Others present included Former Trustee Barbara Rofkar, President Kathi 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 Bohlke moved to approve the agenda. It was seconded by Trustee Pedlow and the **motion was approved.**
- Chair Douglas announced that there is a designated time for public comment on the agenda.

#### INTRODUCTION OF NEW TRUSTEES

- Chair Douglas introduced new trustees Wendy Bohlke and Rebecca Johnson. Both new trustees shared their excitement in joining the board.

#### RECOGNITION OF BARBARA ROFKAR

- Chair Douglas expressed sincere appreciation for former trustee, Barbara Rofkar's years of service on the board and her passion for student success, social justice, and community services.

## STRATEGIC CONVERSATIONS

### ➤ 2019-21 Major Capital Project Request – Nate Langstraat, Vice President for Administrative Services

Vice President Langstraat shared a PowerPoint presentation with an overview of the 2019-21 Major capital project request including the process, scoring criteria, and timeline. The project WCC will be submitting is sited in the Institutional Master Plan submitted to the City of Bellingham. The site is adjacent to Kelly Hall, it will be a three stories 52,000 square feet building with a focus on deficit square footage areas: instructional labs, science labs, faculty offices and student support/study spaces. Submission to the State Board is due on December 20, 2017. System-wide results will be released in late Winter Quarter 2018.

## ACTION ITEM

### ➤ 2019-21 Major Capital Project Submission to State Board of Community and Technical Colleges

Trustee Bohlke moved to approve submission of the project as presented by Vice President Nate Langstraat to the state board. It was seconded by Trustee Johnson. The motion was passed unanimously.

## CONSENT AGENDA

### ➤ Consent Agenda (Calendar)

a. Minutes of the November 8, 2017 Board of Trustees Meeting (Attachment A)

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

## PRESIDENT'S REPORT

- President Hiyane-Brown thanked the WCC Foundation for sponsoring the Winter Holiday Luncheon for faculty and staff. Two retirees who retired mid-year were recognized for years of services to the College: Jim Hollingsworth and Jan Adams.
- WCC hosted a number of events on campus including: High School Counselor Breakfast, College Preview Day, and Mexican Consulate Mobile Unit which provided services to approx. 2,000 Mexican nationals.

- The State Board for Community and Technical Colleges is anticipating the need for additional funding to implement ctclink. There has been a great deal of discussions with presidents. The State Board approved to raise the innovation fund from 3% to 4% which will result in approximately \$200,000 plus per year for WCC.

## REPORTS

- **Administrative Services** – Vice President Nate Langstraat

Vice President Langstraat shared that the Annual Financial Audit will begin late January. He stated all correspondences with the Board and state auditor office will be coordinated via Rafeeka Kloke.

- **Student Services** – Vice President Luca Lewis

Thirteen faculty and staff attended this year's Faculty and Staff of Color Conference. The conference will be held at Semiahmoo Resort next year.

- **Instruction** – Vice President Ed Harri

Two faculty positions were added to the eight currently going through the recruitment process: Medical Assisting and Transitional Learning. The faculty position of Equity, Diversity & Inclusion Coordinator was created and Guava Jordan has been selected to fill the position.

## DISCUSSION/TACTC/ITEMS OF THE BOARD

- **Proposed 2018 Board of Trustee Meeting Schedule**

Trustee Pedlow moved to approve the proposed 2018 Board of Trustees Meeting Schedule. It was seconded by Trustee Johnson. The motion was passed unanimously.

- **ACT Winter Conference**

The ACT Winter Conference is scheduled on January 23-24, 2018 at Hotel RL in Olympia.

## EXECUTIVE SESSION

- At 3:05 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes "... as provided in RCW42.30.140 (4) (a), to discuss collective

bargaining..." and "... to review negotiations on the performance of a publicly bid contract...."

Chair Douglas announced that no action was anticipated. Guest included President Kathi Hiyane-Brown, Vice President Nate Langstraat, and Assistant Attorney General Melissa Nelson.

- The Executive Session was adjourned at 3:33 p.m. and the Board reconvened into open session at 3:33 p.m.

### PUBLIC COMMENT

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

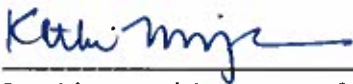
### ADJOURNMENT

- There being no further business, the meeting was adjourned at 3:34 p.m.



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Chair of the Board

1/17/18  
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Date



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President and Secretary of the Board

1/17/18  
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Date