

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES RETREAT MEETING

Cedarbrook Lodge

18525 36th Avenue S., SeaTac, WA 98188

Thursday-Friday, August 23-24, 2012

Thursday, August 23, 2012; Cedar I Room

- ➔ **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 10:00 a.m. Present in addition to the chair were trustees Sue Cole, Steve Adelstein, Chuck Robinson and Tim Douglas, constituting a quorum. Others present included President Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Nate Langstraat, Interim Vice President for Administrative Services; Michael Singletary, Registrar and Acting Vice President for Educational Services; Anne Bowen, Executive Director for Advancement and Foundation; Ed Harri, Dean for Instruction; Anne Marie Karlberg, Director for Assessment and Intuitional Research; Lisa Wochos, Assistant Attorney General; guest Dr. Jack Oharah; and Keri Parriera, Executive Assistant to the President.

ACTION TO ACCEPT AGENDA

- ➔ It was moved and seconded to approve the Board meeting agenda as proposed.
- ➔ Trustee Barbara Rofkar announced that there is a designated time for public comment on the agenda.

INTRODUCTION OF GUESTS

- ➔ Dr. Jack Oharah, former President of Edmonds Community College, was introduced as the facilitator for this day's discussions of the Board.

CONSENT AGENDA

- ➔ **Consent Agenda (Calendar)**
- a) Minutes of July 11, 2012 Board of Trustees Meeting (Attachment A)
 - b) Proposed Spring Quarter Grads (Attachment B)

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

ACTION

- ➔ **TAB A -- Proposed Resolution for Continuation of Parent Education Tuition Waiver** (first reading, possible Action)
- Trustee Tim Douglas moved to approve Resolution 12-02, which authorizes the continuance of an 85 percent tuition waiver for parent education courses until a revised tuition structure can be reviewed and proposed, which would not go into effect prior to spring quarter 2013. The motion was seconded by Trustee Steve Adelstein and the **motion was approved unanimously.**

ITEMS OF THE BOARD

- ➔ Dr. Jack Oharah reviewed the goals of the retreat, as identified, with the participants.
- Review 2011-2012 accomplishments and end of year report
 - Each of the Vice Presidents provided an oral summary on their respective area's accomplishments as they relate to the College work plan for 2011-2012. They also reported on specific work plan items still in progress.
- Strategic plan—next steps
 - Vice President Ron Leatherbarrow presented the areas for consideration that had been identified by the small task force examining the 2008-2012 Strategic Plan, and discussions followed. Ron shared that the task force will be presenting a first draft of the 2013-2017 Strategic Plan to the campus community at All-College Meeting in September. During fall quarter, an expanded task force will be identified to continue the conversations on the draft with a time line of developing a proposal for Board review by December 2012, or January 2013.

RECESS

- ➔ The meeting was recessed at 12:30 p.m. for a one-hour lunch break in the Tamarack Hall.
- ➔ The meeting reconvened into open session at 1:45 p.m. in the Cedar I room.

ITEMS OF THE BOARD (continued)

- Institutional effectiveness plan
 - Facilitator Jack Oharah led the group in a discussion of intuitional effectiveness as it pertains to Whatcom. The participants were split in two groups and assigned to develop a list of key performance indicators that signify the success of WCC as well as unique attributes of the College. The two groups reunited and discussions followed.

BREAK

- ➔ The meeting was recessed for a 15-minute break at 4:00 p.m. The President's Cabinet members in attendance were excused with the exception of Nate Langstraat and Anne Bowen, who were asked to return to the meeting after the break to present to the Board.
- ➔ The meeting reconvened at 4:15 p.m. Nate and Anne, to update the Board on the WCC Foundation's project, the Health Professions Education Center, shared a PowerPoint presentation.

PUBLIC COMMENT

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

RECESS

- ➔ At 5:00 p.m., the meeting was recessed for approximately three and one-half hours for a break and dinner at the Copperleaf Restaurant.

ITEMS OF THE BOARD (continued)

- The Board meeting was reconvened by Chair Barbara Rofkar at 8:35 p.m. in the Dogwood Building sitting area. Present in addition to the chair were trustees Sue Cole, Steve Adelstein, Chuck Robinson and Tim Douglas, constituting a quorum. Others present included President Hiyane-Brown and AAG Lisa Wochos. Discussions of the Board continued.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 10:30 p.m.

Friday, August 24, 2012; Studio I Room.

- **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 9:00 a.m. Present in addition to the chair were trustees Sue Cole, Steve Adelstein, Chuck Robinson and Tim Douglas, constituting a quorum. Others present included President Hiyane-Brown; Lisa Wochos, Assistant Attorney General; and Keri Parriera, Executive Assistant to the President.
- Trustee Barbara Rofkar announced that there is a designated time for public comment on the agenda.

ITEMS OF THE BOARD (CONTINUED)

- Board Self-evaluation
 - The Board conducted a review of their self-evaluations from the GISS project and noted progress.
- Development of Board Work Plan for 2012-2013.
 - Several topics were identified, and discussions will continue on this project for adoption at a subsequent meeting of the Board.
- Identify Board Agenda Topics (Work Sessions and Presentations) for 2012-13
 - A number of work session and presentation topics of interest to the Board included international programs, workforce outcomes, cyber security, outreach, and GISS data review.

PUBLIC COMMENT


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

EXECUTIVE SESSION

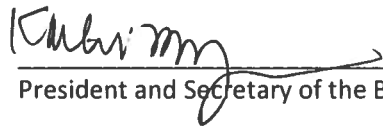
- At 11:10 a.m. the meeting was adjourned for a closed Executive Session of the Board for approximately one hour to "(g)...review the performance of a public employee..." Chair Rofkar announced that no action was anticipated. President Hiyane-Brown was excused from the session.
- At 11:45 a.m., President Hiyane-Brown was asked to rejoin the Executive Session.
- The Executive Session adjourned at 12:05 p.m. and the meeting immediately reconvened into open session.

ADJOURNMENT

→ There being no further business, the meeting was adjourned at 12:05 p.m.


Chair of the Board

9/20/12
Date


President and Secretary of the Board

9/20/12
Date

WHATCOM COMMUNITY COLLEGE

SPRING GRADUATES

June 15, 2012

1 ASSOCIATE IN ARTS AND SCIENCES (HONORS PROGRAM)

Danielle A. Barisic (With Honors)
Karrem J. Bryant (With Honors)
Tsz Wai Winnie Chui (With Honors)
Anna R. Harris (With Honors)
Amanda M. Hoogerhyde (With Honors)
David R. Kappele (With Honors)
Michael D. Lanz (With Honors)
Adam C. Loomos (With Honors)
Briana M. Milligan (With Honors)

Linda S. Peart (With Honors)
Raymond D. Ram (With Honors)
Sydney A. Ratzlaff (With Honors)
Sharon H. Rooth (With Honors)
Nicholas Santini (With Honors)
Corin W. Smith (With Honors)
Natasha A. Snowden (With Honors)
Brittany N. Torgerson (With Honors)
Devan M. Ulrich (With Honors)

2 ASSOCIATE IN ARTS AND SCIENCES

Zachary M. Adams (With Honors)
Courtney A. Addler
Daniel B. Ader (With Honors)
Carly L. Aemmer
Matthew R. Amick
Ethan S. Andrew
Shelbi C. Anger (With Honors)
Jessica M. Arnold (With Honors)
Grace M. Bajema (With Honors)
Jessica A. Baldrige
Ainzlee M. Baltrus
Ian R. Barbour
Elise McKenna A. Bassett
Kyle P. Battersby
Kyle G. Beckhorn
Emily A. Benekritis
James R. Bergley (With Honors)
Brittany Bergquist (With Honors)
Vlas A. Bezugly
Kahley A. Blankenship (With Honors)
Taylor Blatz (With Honors)
Jake T. Blondheim
Emylee Bogart (With Honors)
Patty Jo Bol (With Honors)
Dillon S. Boland
Amanda J. Bonilla (With Honors)
Nicholas J. Borg
Navjot S. Brar
Prabhdeep Brar (With Honors)

Sydney L. Britton
Chelsea R. Brock
Trevor J. Browder (With Honors)
Taylor M. Brown
Brent W. Buckner (With Honors)
Richard A. Burns
Melissa J. Bursch (With Honors)
Claire E. Cancilla (With Honors)
Ryan J. Carlson (With Honors)
Rachael L. Carrillo
Nicole Carty (With Honors)
Jennalea Casavant
Alexander B. Chadsey
Ron P. Chang
Kellen M. Charpentier
Xipu Cheng
Kwok Hei Choi (With Honors)
Wai Fung Chung (With Honors)
Mark D. Claret
Hannah M. Clarke
Emily S. Clay (With Honors)
Rachel B. Clemons (With Honors)
Sarah M. Climaco
Megan M. Connell
Brandon L. Cope
Gabrielle R. Corrigan (With Honors)
Benjamin A. Cowan-Young (With Honors)
Daniel L. Crisafulli (With Honors)
Randy W. Cumming

Sean M. Dalgarn
Mariah E. Davis
Maren E. Day (With Honors)
Derek D. Dickerson
Farron B. Dowdy
Hailee M. Drege (With Honors)
Pranish R. Dutt
Jordan M. Dykstra (With Honors)
Courtney Q. Edwards (With Honors)
Emily N. Eichner
Usama A. Elgawarsha (With Honors)
Samantha L. Engels (With Honors)
Jared S. Epperson (With Honors)
Mattias P. Evangelista (With Honors)
Melanie M. Fair
Aderinsola L. Falana
Fayez M. Fares
Andrew R. Feely
Jennifer L. Finch
Emily E. Finger (With Honors)
Brian M. Fitzgerald
Kadn B. Fitzgerald
David K. Forbes (With Honors)
Jaime A. Friedrich (With Honors)
Kristen A. Fullner
Chi Chung Fung
Michael P. Furman
Ashley M. Geelynse (With Honors)
Hamraj S. Ghumman
Christopher J. Gil (With Honors)
Viktor V. Golovin
Cassidy J. Gossage
Maleah A. Greathouse (With Honors)
Stephanie M. Guy (With Honors)
Mona E. Haines (With Honors)
Martin F. Hamasaka
Lee A. Hamlin
Baker S. Hanson (With Honors)
Danielle R. Hanson (With Honors)
Devin T. Hanson
Tuesday L. Hanson (With Honors)
Morgan A. Harris
Ryan D. Hayes (With Honors)
James L. Hearne
Clarence E. Hedrick (With Honors)
Christopher J. Helmick (With Honors)
Brittany E. Henning
Joshua D. Henrikson
Sarah M. Heyne (With Honors)
Erica M. Hildebrand
Baylee G. Hoey (With Honors)
Tara L. Hofmann (With Honors)
Callie M. Holeman
Michael C. Holliman
Allison M. Holterman
Tucker W.B. Horath
Laura M. Horton
Elizabeth A. Hotson
Tanner R. Houck
Bryan C. Houston (With Honors)
Christopher R. Howard
Zachary E. Hughes
Wing Yan Hui
Jennifer M. Humphreys
Wing Chung Ip (With Honors)
Cory L. Jangaard
Paul E. Jaynes
Ashtyn V. Jeffery (With Honors)
Kyle R. Jennings (With Honors)
Cara G. Jerde (With Honors)
Katrina S. Kappel (With Honors)
Alina Y. Kasko (With Honors)
Nikolay Y. Kasko
Kamaldeep Kaur (With Honors)
Lisa M. Kent (With Honors)
John T. Kesler
Christian T. Kinley (With Honors)
Ryan J. Kirkland
Daniel L. Kjarsgaard (With Honors)
Corey G. Kleppe
Holly A. Knutson
Ian A. Kole (With Honors)
Darryl D. Kooiman
Jacob D. Kopak
Ian W. Krause
Andrew L. Laughlin
Hunter A. Lee
Emily E. Levelle
Nate C. Lewis
Lindzey A. Lien
Helen G. Lockerbie
Mary E. Lyle (With Honors)
Samuel A. Mackey (With Honors)
Chasity R. Madera
Bianca P. Maldonado (With Honors)
Dane A. Mallahan (With Honors)
Azlan A. Mancillas
Brady A. Manz
William M. Martin Jr. (With Honors)
Sean D. Matthews (With Honors)
John C. McCarthy
Melyssa McCown-Barnard (With Honors)
John P. McGirr (With Honors)
Thomas E. McKay
Nicole M. McKenzie
Scott A. McLeod
Elise K. Meidal
Peter R. Michaels

Breyden O. Moore
Ronnie K. Moore
Nicolas T. Morris
Angela Murashov (With Honors)
Jonathan M. Murdock
Brianna Renae Naber (With Honors)
Syed Javaid Najibi
Courtney A. Neufeld
Melissa N. Nevarez
Lara E. Newman
Aaron J. Noice
Hannah G. Nylin
Michael C. O'brien (With Honors)
Melissa D. O'brine
Sarah J. O'flaherty
Lisa B. Okoro
Ashley M. Olason
Peter H. Olmsted
Tanelle L. Olson
James E. Ong
Kyle B. Osborne
Orkideh Owrajat
Kelsey M. Palmer (With Honors)
Paula G. Patrick (With Honors)
Megan M. Peacock (With Honors)
William A. Perry
Andrew M. Peterson (With Honors)
Shelby R. Phelps (With Honors)
Daniella M. Piccioni
Lidiya A. Pilat
Preston L. Pinkston
Andreana Polichronakis
Artem A. Popov (With Honors)
Kassandra M. Preysz
Lucas A. Price (With Honors)
Courtney J. Purpura
Steven T. Purtill
Jonathan D. Quimby
Christopher J. Quist
Terra E. Radliff (With Honors)
Gurkirat S. Randhawa (With Honors)
Satwinderpal Randhawa
Tonia L. Reinsma
Daniel M. Reisz
Michael R. Ridley-James
Jessi A. Roberts
Kelton W. Roberts
Tyler M. Rome
Nathan W. Romond (With Honors)
Shana P. Rosen
Tory M. Royer
Corey C. Salas
Elena Samoylovich (With Honors)
Amy L. Sand

Daniel J. Sandberg (With Honors)
Alec M. Santiago
Megan N. Santos (With Honors)
Daniel J. Sargent
Nelly M. Schonborn
Michelle L. Schoneman (With Honors)
Dale A. Shahan
Jakery K. Sims
Gurpal Singh
Cody A. Sinks
Kayla M. Solari
Ashley A. Speece (With Honors)
Joseph C. Sperry
Nathan G. Stevens
Mitchel D. Stevenson (With Honors)
Gavin A. Stewart
Sean P. Stewart
Thomas E. Stewart
Chad J. Stiglitz
David J. Stitt
Jonathan M. Stone (With Honors)
Sharlotte H. Stouder
Darci M. Street
Uriah T. Sturtevant (With Honors)
Matthew W.H. Suedel
Erik W. Swanson (With Honors)
Steven M. Swanson
Christine Sweet-Branson (With Honors)
Jeffrey L. Thompson
Amanda A. Thornton (With Honors)
Jay S. Tinklenberg (With Honors)
Navdeep K. Toor
Adam F. Tucker
Nick R. Twietmeyer (With Honors)
Sarah J. Twiford
Yuttasak Udomsak
Marianne M. Uhrig
Lindy K. VanDyken
Jordan L. Velasco
Charlie A. Vogel
William C. Wadkins (With Honors)
Stephanie J. Walbon (With Honors)
Rachel L. Wallace
Mike E. Wasielewshi
Nicholas M. Weaver
Prudence J. Welch (With Honors)
Aubrey M. Western (With Honors)
Maria E. Wiederkehr
Shareena M. Wilhelm
Emily A. Wiseman
Koon Kiu Wong (With Honors)
Dylan J. Woods (With Honors)
Benjamin W. Woodworth
Trevor J. Wunn

Hee Yul J. Yoo
Anjolie York (With Honors)
Tyas Young (With Honors)

Jason M. Yuly (With Honors)
Lisa L. Zehm (With Honors)
Xufan Zhang

3 ASSOCIATE IN SCIENCE TRANSFER

Nicholaus A. Dayton
Brendan K. Goodwin (With Honors)
Mona E. Haines (With Honors)
Devin T. Hanson
Sergey Y. Kasko (With Honors)

Sam B. Lidington
Victoria D. Martin
Trung H. Nguyen (With Honors)
Max W. Yakavonis

4 ASSOCIATE IN LIBERAL STUDIES

Karen F. Bovenkamp
Stephen P. Dupre
Lisa M. Ford
Cornelia E. Hay
Eric T. Litchfield

Daniel J. Phillips (With Honors)
Carmen A. Spinelli (With Honors)
Kimberleigh A. Turner
Erik S. Tuttle
Wendy A. Ward-Cates (With Honors)

5 ASSOCIATE IN ARTS EARLY CHILDHOOD EDUCATION

Shannon M. Brandsma (With Honors)
Brandie D. Harpine
Joyce M. Menard (With Honors)

Irina N. Paliyev (With Honors)
Darci L. Peterson

6 ASSOCIATE IN ARTS EDUCATION PARAPROFESSIONAL

Marcy L. Chipman

7 ASSOCIATE IN ARTS VISUAL COMMUNICATIONS

Rebecque T. Asher (With Honors)
Jess M. Daniels (With Honors)
Kimberly J. Demuynck (With Honors)
Angela J. Faber (With Honors)

Caden M. Horton
Sandi K. Laninga (With Honors)
Philip G. Tillsley (With Honors)

8 ASSOCIATE IN SCIENCE ADMINISTRATION OF JUSTICE

Jamie L. Brandt
Tatiana A. Dillard

Katie L. Ramsey
Ryan M. Seholm

9 ASSOCIATE IN SCIENCE BUSINESS ADMINISTRATION

Olga M. Alter (With Honors)
Lori A. Burbridge (With Honors)
Megan T. Greenawalt

Ellen G. Richards
Sydney R. Sutterfield (With Honors)

10 ASSOCIATE IN SCIENCE COMPUTER INFORMATION SYSTEMS

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Thomas N. Bankston (With Honors)
Austin W. Bass
Guy W. Bates
John L. Chapman III
Jeffery M. Enriquez
Timothy B. Greene
Matthew S. Gustafson (With Honors)

Andrew S. Johnson
Anthony J. Lundblad (With Honors)
Gordon G. Matthews (With Honors)
Travis M. McEwen
Michal T. Milczewski
Robert C. Rodgers (With Honors)
Tye A. Taylor

11 ASSOCIATE IN SCIENCE MEDICAL ASSISTING

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Amber L. Lindsey (With Honors)

Preshauna L. Norwood (With Honors)
Donna D. Noto-Diaz (With Honors)

12 ASSOCIATE IN SCIENCE NURSING

Crystal M. Barlean
Megan H. Cahill
Audrey C. Deppe
Caitlin A. Dowdle
Brian H. Emory
Kristi A. Everly
Tamara J. French (With Honors)
Emily R. Gantt (With Honors)
Hilary H. Gastwirth
Justin S. Gill
Rebecca L. Hall
Jessica M. Hart
Katharine N. King (With Honors)

Megan N. Lervik
Lisa R. Mascioli
Ashton W. Mey
Peter D. Moore (With Honors)
Shane M. Reilly
Stephanie R. Rodriguez (With Honors)
Ravinder Kaur Sekhon
Jodell C. Sessions
Danielle A. Shimota
Erin K. Tregellas
Tze-Huey Wah (With Honors)
Cherish A. Yost
Peter J. Zuffelato (With Honors)

13 ASSOCIATE IN SCIENCE PARALEGAL STUDIES

Anneli P. Anderson
Kaitlyn Carter (With Honors)
Casey J. Clipse
Shannon L. Dunlap
Patric B. Ethier

Kelly J. Haner
Cara L. James
Kasie L. Kuiken (With Honors)
Jane C. Polinder
Jennifer N. Rex (With Honors)

14 ASSOCIATE IN SCIENCE PHYSICAL THERAPIST ASSISTANT

Sarah L. Bluher (With Honors)
Leslie A. Collins
Denise M. Crosier (With Honors)
Lynn J. Dettinger (With Honors)
Amanda Folsom (With Honors)
Stacy M. Klontz (With Honors)
Kimberly S. Krist (With Honors)
Kaeli M. Lamont (With Honors)
Carla L. Lane

Cori L. Olmsted
Mark J. Pierce (With Honors)
Tanya J. Sherman (With Honors)
Courtney E. Soran (With Honors)
Shawn E. Toth
Jared D. Vinc (With Honors)
Joshua D. Wells
Gretchen V. Wood

15 CERTIFICATE ACCOUNTING

Margaret E. Mackay

16 CERTIFICATE ADMINISTRATION OF JUSTICE

Jamie L. Brandt

17 CERTIFICATE EARLY CHILDHOOD EDUCATION

Jillian V. Privett

Carmen A. Spinelli

18 CERTIFICATE EDUCATION PARAPROFESSIONAL

Kathlene E. Knowles

19 CERTIFICATE HOSPITALITY AND TOURISM MANAGEMENT

Cheryl A. Kaizuka
Erin W. Lindsay

Nana Mizutani
Teresa M. Tindoll

20 CERTIFICATE MASSAGE PRACTITIONER

Ruth A. Brackinreed
Nataliya Dubrava
Kerry N. Gustafson
Cortney E. Hansen
Mercedes R. Henley
Robert A. Hughes

Chandra T. Hustead
Becky A. Klein
Lisa B. Lewis
Kara A. Marklin
Robert J. Sill
Kristina M. Sleight

21 CERTIFICATE MEDICAL BILLING AND CODING

Theresa M. Oneil-White

22 CERTIFICATE MEDICAL FRONT OFFICE RECEPTION

Linda M. Anderson
Leah L. Curlett
Carmen Lee

Ashleigh J. Mullins
Holly J. Reed
Dawn L. Richardson

23 CERTIFICATE NETWORK ADMINISTRATION

Jeffery M. Enriquez

24 CERTIFICATE PARALEGAL STUDIES

Nancy D. Belles
Patricia A. Christensen

Kimberly A. Whitacre

25 HIGH SCHOOL DIPLOMA

Zachary M. Adams
Jessica A. Baldrige
Ian R. Barbour

Danielle A. Barisic
Maren E. Day
Shannon L. Dunlap

Jordan M. Dykstra
Courtney Q. Edwards
Usama A. Elgawarsha
Mattias P. Evangelista
Maleah A. Greathouse
Anna R. Harris
Cornelia E. Hay
Baylee G. Hoey
Tucker W.B. Horath
Alina Y. Kasko
Sergey Y. Kasko
Emily E. Levelle
Brianna Renae Naber

Courtney A. Neufeld
Michael C. O'brien
Andrew M. Peterson
Courtney J. Purpura
Sharon H. Rooth
Cody A. Sinks
Corin W. Smith
Natasha A. Snowden
Carmen A. Spinelli
Nathan G. Stevens
Erik W. Swanson
Jason M. Yuly

**Whatcom Community College
RESOLUTION AUTHORIZING
CONTINUATION OF PARENT EDUCATION TUITION WAIVER**

Resolution No. 12-02

WHEREAS, the State Board approved changes to WAC 131-28-026 (Tuition Charges for Certain Ungraded Courses) on June 21, 2012, which took effect on July 22, 2012;

WHEREAS, under the revised WAC 131-28-026 colleges may locally establish the amount of tuition waiver for parent education associated with a preschool, as well as other parent education programs and courses;

WHEREAS, the statewide mandatory 85 percent tuition waiver for parent education was removed from revised WAC 131-28-026;

WHEREAS, it is the judgment of the College Administration that further analysis and review of a new parent education tuition structure is required in partnership with program faculty and parents before such a structure is implemented locally for the Parent Education Program at Whatcom Community College;

WHEREAS, Board Policy 3160 (Tuition Waiver), of which the Parent Education Waiver is a part, requires a broader review of all tuition waivers;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Whatcom Community College authorizes the continuance of an 85 percent tuition waiver for parent education courses until a revised tuition structure can be reviewed and proposed, which would not go into effect prior to spring quarter 2013.

APPROVED in the special session by the Board this 23rd day of August, 2012.

**Board of Trustees
Whatcom Community College**

Whatcom
COMMUNITY COLLEGE

By: 
Barbara Rofkar, Board Chair