

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES RETREAT

August 4-5, 2016

Willows Lodge, 14580 NE 145th St., Woodinville, WA

Thursday: 8:30 a.m. – 4:30 p.m.; 6:30 pm – 9:00 p.m.

Friday: 7:30 a.m. – 12:00 p.m.

Thursday, August 4, 2016

- **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 9:01 a.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, and John Pedlow, 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; Sue Cole, Executive Director for Institutional Advancement; Janice Walker, Dean for Workforce Education; and Rafeeka Kloke, Special Assistant to the President.
- Chair Rofkar announced the Trustee Diane Staves have resigned due to unforeseen personal obligations.

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

CONSENT AGENDA

- **Consent Agenda**
 - a. Minutes of the June 8, 2016, Board of Trustees Meeting (Attachment A)
 - b. Proposed Spring Quarter Grads (Attachment B)

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 WTA Universal Bus Pass

Trustee Adelstein moved to approve a student transportation fee of \$20 per student beginning winter quarter 2017 to implement the Whatcom Transport Authority Bus Pass into student ID cards. It was seconded by Trustee Douglas and the **motion was approved unanimously.**

STRATEGIC CONVERSATIONS

➔ Review 2015-16 work plan: Accomplishments and strengths

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for each of the strategic goals. The complete 2015-16 Year End Work Plan report is available on WCC's public website: www.whatcom.ctc.edu.

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)

➔ Opportunities and Challenges

As part of the presentation, opportunities and challenges were discussed. Some of the key priorities for 2016-17 included: Expand existing and develop new programs in STEM field; advocating for construction funding for Learning Commons capital project; developing a new strategic plan.

Nate Langstraat, Vice President for Administrative Services, shared a PowerPoint presentation with an overview of Student Housing Feasibility Study. Board members asked staff to proceed with the Student Housing project.

➔ Strategic Planning

The development of a new strategic plan was discussed; including timeline, process, and community engagement. Mission, vision and promise statements were reviewed. Board members agreed that the focus should be on reviewing the strategic goals. This will be the topic of focus at the November Board meeting.

PUBLIC COMMENT

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

BREAK

- At 4:30 p.m., the meeting was recessed for approximately one hour and thirty minutes for a break.

STRATEGIC CONVERSATION (continued)

- The Board meeting was reconvened by Chair Rofkar at 6:30 p.m. Present in addition to the chair were trustees John Pedlow, Tim Douglas, and Steve Adelstein, constituting a quorum. Other present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah. Discussions of the Board continued including board orientation for new trustee.

PUBLIC COMMENT

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

ADJOURNMENT

- There being no further business, the meeting was adjourned at 9:00 pm

Friday, August 5, 2016

- **CALL TO ORDER** Chair Rofkar officially called the Board of Trustees meeting to order at 8:00 a.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, and John Pedlow constituting a quorum. Others present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.

➔ Chair Rofkar announced that there is a designated time for public comment on the agenda.

➔ Legislative Strategy

Chair Rofkar introduced Marty Brown, Executive Director of State Board for Community and Technical Colleges (SBCTC). Brown discussed key focuses for the system in the upcoming legislative session.

Board members discussed strategies to advocate for the capital funding for WCC's Learning Commons project and the two-year system.

EXECUTIVE SESSION

➔ At 10:30 a.m., the meeting was adjourned for a closed Executive Session of the Board for approximately ninety minutes to "...review the performance of a public employee..."

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

➔ The Executive Session adjourned at 12:00 p.m. and the Board reconvened into open session at 12:00 p.m.

PUBLIC COMMENT

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

ADJOURNMENT

➔ There being no further business, the meeting was adjourned at 12:02 p.m.



Chair of the Board

9/21/16

Date



President and Secretary of the Board

9/21/16

Date