

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, November 16, 2016

Work Session 12:00 - 2:00 p.m.

Regular Board Meeting – 2:00 pm

- ➔ **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 12:24 p.m. Present in addition to the chair were trustees Steve Adelstein, John Pedlow, and Tim Douglas, 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; Ed Harri, Dean for Instruction; Melissa Nelson, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

WORK SESSION

- ➔ **College Strategic Planning**

Ed Harri, Dean for Instruction and chair of the strategic planning steering committee, introduced Janis Farmer, co-chair of the strategic planning steering committee and other members of the steering committee in the audience. Harri and Farmer provided an update for the strategic planning process and timeline. The steering committee included a total of 22 members all employee groups; faculty, classified, exempt and students. Trustees were asked to discuss and provide feedback on a list of questions.

ACTION TO ACCEPT AGENDA

- ➔ Trustee Douglas moved to move agenda item “International Program Updates” to the December meeting. It was seconded by Trustee Adelstein and the **motion was approved**.
- ➔ Chair Rofkar announced that there is a designated time for public comment on the agenda.

INTRODUCTION OF NEW EMPLOYEES

- ➔ New employees from Instruction and Institutional Advancement were introduced.

Instruction:

Kim Doyle, Early Childhood Education

Mei Luu, Math

Justin Martin, Art

Ryan Parsons, Computer Science

Christina Saunders, Computer Information Systems

Brian Gregory, Fiscal Specialist

Institutional Advancement:

Caite Holman, Director for WCC Foundation

ACTION ITEM

➤ Proposed change to Policy 500 – Degrees/Diploma/Cert. Programs

Trustee Douglas moved to approve the proposed change to Policy 500 as submitted. It was seconded by Trustee Pedlow and **the motion was approved unanimously.**

CONSENT AGENDA

➤ **Consent Agenda (Calendar)**

a. Minutes of the September 21, 2016 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.**

PRESIDENT'S REPORT

➤ Governor Jay Inslee sent a letter of congratulations to Corrinne Sande for receiving the ACCT Faculty Award for Western Region.

➤ President Kathi asked Nate Langstraat, Vice President for Administrative Services, to give a brief report on the College's recent audit. A financial statement audit for fiscal year 2015 was completed. An exit meeting was held on October 19, 2016 and the report was published on October 27, 2016.

➤ Highlights included:

- No material misstatements
- Two uncorrected, immaterial misstatements that do not affect the fair representation
- \$714,143 in cash and cash equivalents

- Total is correct
 - Same presentation as previous year and as other colleges
 - Any restrictions on cash should be presented in the assets section
 - Formway funds
 - 3.5% (part of tuition distribution) financial assistance funds
 - Missing financial note for WCC's \$250K endowment for exceptional faculty development endowment
- ➔ Other Audit Highlights
- Biggest change in financials related to GASB 68 and the financial reporting of pensions
 - Change in accounting principle totaled just over \$3.2 million
 - State CAFR audit concluded as well
 - WCC was a field site for audit work focused on
 - Depreciable Capital Assets
 - Operating Grants
 - No audit recommendations resulted
- ➔ Thank you to Foundation staff and the Foundation Board for their support and hard work on the Donor Appreciation Breakfast. The student stories were wonderful.
- ➔ A College Conversation event was held at Chuck and Dee Robinson's Lynden home. It was well received and the Foundation plans to organize similar events in other parts of the county.
- ➔ Cabinet members recently met with chairs of all college committees to discuss ways to better align committee work with the college work plan.
- ➔ College leadership continues to make concerted efforts to advocate for funding for Learning Commons project. To date, staff has met with Senator Kevin Ranker, Senator Doug Ericksen, Rep. Luanne Van Werven, Mayor Kelli Linville, County Executive Jack Louws, and Governor's Senior Policy Director for Higher Education, John Autman.
- ➔ President Kathi recently attended the National Institute for Cybersecurity Education Conference. Corrinne Sande has made a great impact on the national level.
- ➔ President Kathi attended the Council on Adult Experiential Learning (CAEL) conference. Presenters discussed the impact on higher education with new administration.

REPORTS

➔ **ASWCC – Jarrett Martin, President**

The Executive Board has been working diligently on finalizing the work plan for the year. They will also be examining the ASWCC bylaws.

➔ **WCCFT** – Tommaso Vannelli, Representative

- Tran Phung, Anita Harker, Colette Colburn, and Glenn Nesse attended the AFT WA Powerful Locals Retreat and won \$1,000 prize for their proposal to increase the union’s visibility, solidarity, and membership here at WCC.
- The faculty union is hosting an all faculty get together at Aslan Brewing Co.

➔ **WFSE** – Carolyn Jovag, Representative

The union is working on contract negotiation with the state. They have been approached by Local 1060 to potential become part of that group.

➔ **Advancement/Foundation** – Sue Cole, Executive Director

The Foundation will be sending a “Holiday Appeal” card in the next couple weeks.

DISCUSSION/ACT/ITEMS OF THE BOARD

➔ **Proposed 2017 Meeting Schedule of the Board of Trustees**

Trustee Douglas moved to approve the proposed 2017 Meeting Schedule of the Board of Trustees. The motion was seconded by Trustee Adelstein and **the motion was approved unanimously.**

➔ **2016 ACCT Leadership Congress**

Trustee Pedlow and President Kathi attended the award luncheon at ACCT Leadership Congress where Corrinne Sande received the 2016 Faculty Award for Western Region.

➔ **ACT – Legislative Action Committee**

Trustee Pedlow reported that it was good to hear that the challenges in connecting with legislators is shared among the two-year system. Trustee Douglas shared that there was strong consensus for ACT to adopt a strategic plan to be more effective. There was a great presentation made by Washington State Community and Technical College Student Association. A common topic of interest between ACT and WACTCSA is the use of Open Source Textbook.

BREAK

- ➔ The meeting was adjourned for a five minute break at 2:50 p.m.

EXECUTIVE SESSION

- At 2:55 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes to “...to consider the minimum price at which real estate will be offered for sale or lease...”

Chair Rofkar announced that action is anticipated. Guests included President Kathi Hiyane-Brown, VP Nate Langstraat, and Assistant Attorney General Melissa Nelson.

The Executive Session was extended at 3:25 p.m. minutes for approximately twenty additional minutes.

- The Executive Session adjourned at 3:45 p.m. and the Board reconvened into open session at 3:45 p.m.

ACTION ITEM

- WCC Student Housing

Trustee Adelstein moved to approve the memorandum of understanding between Whatcom Community College, Public Facilities Group, and Spectrum Development Solutions in order to pursue an on-campus student Housing solution to meet the needs of WCC students who require housing. It was seconded by Trustee Pedlow and **the motion was passed unanimously.**

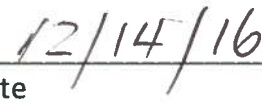
PUBLIC COMMENT

- Chair Rofkar called for public comment.
- Jarett Martin addressed the board. He stated Rep. Luanne Van Werven mentioned in a meeting with student that she introduced a bill last year to support open source text book. The bill did not make to the house floor but she plans to reintroduce the bill in the upcoming legislative session.

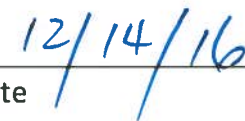
ADJOURNMENT

➤ There being no further business, the meeting was adjourned at 4:03 pm.


Chair of the Board


Date


President and Secretary of the Board


Date