



**MINUTES
BOARD OF TRUSTEES MEETING
Laidlaw Center Board Room
Wednesday, May 10, 2017
2:00 p.m.**

- ➔ **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Steve Adelstein, and John Pedlow. Others present included President Hiyane-Brown; Ed Harri, Interim 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; and Melissa Nelson, Assistant Attorney General; and Cynthia Hoskins, Assistant to the Vice President of Administrative Services.

ACTION TO ACCEPT AGENDA

- ➔ Trustee Rofkar moved to accept the agenda. It was seconded by Trustee Pedlow and the **motion was approved.**
- ➔ Chair Rofkar announced that there is a designated time for public comment on the agenda.

STRATEGIC CONVERSATIONS

- ➔ **Student Code of Conduct Update**
Luca Lewis, VP for Student Services introduced Rebecca Butler, Student Conduct Officer, and Barbara Nolze, Assistant to the VP of Student Services and thanked all members who have served on the Student Code of Conduct task force.

Rebecca Butler provided an overview of the process. A task force of faculty, staff, and students have worked to update the student code of conduct to align with best practices and to comply with new legal requirements. Proposed changes will include streamlined policies and procedures; clearer language in addressing expectations and behaviors; strong due process and outcomes for students. The proposed changes will be forwarded to Melissa Nelson, Assistant Attorney General, for review. The proposed Student Code of Conduct will be presented at the June 14 Board of Trustees meeting.

➔ **Open Educational Resources (OER)**

Ed Harri, Interim VP for Instruction provided a brief update on Open Education Resources at Whatcom.

Whatcom follows an OER model that allows affordable high quality course content for students. Some barriers to using OER include quality of materials included: resource intensive to update or develop from scratch; licensing costs may be required; and copyright issues. Whatcom has overcome barriers by adopting course pack developed by faculty. Course packs are reviewed to ensure they do not violate copyright laws. Currently, WCC has 17 published OER courses with six in development. More information on OER will be shared with the Board in the fall.

CONSENT AGENDA

➔ **Consent Agenda**

- a. Minutes of the April 12, 2017 Board of Trustees Meeting and April 19, 2017 Board of Trustees Retreat (Attachment A)
- b. Proposed Winter 2017 Graduates (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 Financing Request for Student Housing**

Trustees Adelstien moved to approve the College's request to submit an Alternative Financing Request to the State Board for Community and Technical Colleges in order to include WCC's COP financing in the system's 2018-10 supplemental budget capital request. It was seconded by Trustee Pedlow and the motion **passed unanimously.**

PRESIDENT'S REPORT

- ➔ President Kathi thanked foundation staff, Bob Winters and faculty for making The Magic of Whatcom Gala a success. She also thanked the board for their support of the event.
- ➔ Staff hosted the first AHECWW (Area Health Education Center for western Washington) advisory committee meeting. Members of the advisory committee included eleven members representing regional hospitals, hospital associations, colleges, community leaders.

- ➔ Bob Winter recently presented the “50 Years of Whatcom” at Mt Baker Rotary club in Lynden. The College is looking forward to partnering opportunities with the Mount Baker Rotary club in the future.
- ➔ Amy Riedel event---immigration. Offering 1st immigration class in fall
- ➔ At the recent Washington Association of Community and Technical Colleges (WACTC) meeting, presidents spent significant amount of time discussing enrollment practices. Areas of focus included: attracting new students and retaining existing students; K-12 partnerships; and better data tracking.
- ➔ CyberWatch West grant funding is due to expire in 2018; however, with the positive outcomes and accomplishments, there is a possibility for an extension of the grant.
- ➔ A reminder that there is a board meeting scheduled on July 11, 2017.

REPORTS

- ➔ **ASWCC - Jarett Martin, President**
 - The proposed S&A budget will be presented to the Board at the June meeting.
 - Four students attended the Student Legislative Voice Academy.
- ➔ **Administrative Services – Nate Langstraat, Vice President**
 - The College’s Institutional Master Plan presentation to City of Bellingham was delayed due to zoning questions related to the Foundation building. It is now scheduled in July .
 - The proposed WCC Operating Budget will be presented to the Board at the June meeting.
- ➔ **Student Services – Luca Lewis, Vice President**
 - Ten faculty and staff attended the Guided Pathways Conference.
 - Twelve student services staff attended the Washington State Student Services Commission Conference.
 - Students Leading Change Conference is scheduled on May 20, 2017.
- ➔ **Advancement/Foundation Office – Sue Cole, Executive Director**
 - Mary Vermillion, Director for Marketing and Communication, recently resigned to pursue other opportunities. Recruitment for the position is currently underway.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➔ Upcoming Events

May 20	Student Leading Change Conference	8:00 am – 3:00 pm	Syre /Heiner Theater
May 25	Phi Theta Kappa Induction Ceremony	6:00 pm	Heiner Theater
June 6	Running Start Graduate Reception	5:30 pm	Syre Student Center
June 6	Orca Day	10 am – 2 pm	WCC campus
June 8	Annual Honors & Awards Ceremony	6:00 pm	Heiner Theater
June 9	Annual Retiree Recognition Event	2:30 – 4:00 pm	Syre Student Center
June 15	2017 Nurse Pinning Ceremony	5:30 pm	Syre Student Center
June 16	2017 Commencement	6:30 – 8:30 pm	Pavilion
June 23-24	Chuckanut Writers Conference		Syre Student Center

EXECUTIVE SESSION

- ➔ At 2:55 p.m., the meeting was adjourned for a closed Executive Session of the Board for approximately fifteen minutes to “...discuss with legal counsel representing the agency matters relating to litigation...”
- ➔ Chair Barbara Rofkar announced that possible action was anticipated. Guests included President Kathi Hiyane-Brown and Assistant Attorney General Melissa Nelson.

The Executive Session adjourned at 3:10 p.m. and the Board reconvened into open session at 3:12 p.m.

ACTION ITEM

- ➔ **Proposed Board Resolution Authorizing Indemnification for named employees in a litigation case**
Trustees Adelstein moved to approve the Board Resolution Authorizing Indemnification for named employees in a litigation case. It was seconded by Trustee Pedlow and the motion **passed unanimously**.

PUBLIC COMMENT

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

ADJOURNMENT

➔ There being no further business, the meeting was adjourned at 3:17 p.m.

Barbara J. Ruffin
Chair of the Board

6/14/17
Date

Katrin Imjanech
President and Secretary of the Board

6/14/17
Date