

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, June 14, 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, John Pedlow, and Tim Douglas, constituting a quorum. Others present included President 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 Douglas 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.

### INTRODUCTION

- ➔ Chair Rofkar announced that the Governor reappointed Steve Adelstein to the WCC Board of Trustees.
- ➔ President Kathi introduced Ed Harri, the new Vice President for Instruction.
- ➔ Sue Cole, Executive Director for Institutional Advancement introduced Marisa Ellis, the new Director for Communication and Marketing.

### STRATEGIC CONVERSATIONS

- ➔ **Proposed changes to Student Code of Conduct (first reading) – Luca Lewis, Vice President for**

## **Student Services**

Luca Lewis, VP for Student Services introduced Rebecca Bulter, Student Conduct Officer. A first draft of the policy was presented to the board. A red lined version of the proposed revised policy will be presented to the board after receiving final edits from our Assistant Attorney General

A red line version of the proposed revised policy will be presented to the board after incorporating some final edits from AAG.

## ➔ **Proposed WCC 2017-18 Operating Budget – Nate Langstraat, Vice President for Administrative Services**

Nate Langstraat, Vice President for Administrative Services, shared a PowerPoint presentation which provided an overview of the proposed 2017-18 WCC Operating Budget and list of undetermined factors awaiting a final approved budget from the legislature.

Most significant “potential” budget impacts included:

- Cost of living adjustment (COLA)
- Healthcare rates and pension costs
- Targeted FTEs and programs
- Tuition freeze or increase

Next steps included:

- Refine budget work once the legislature approves a final budget
- Present a proposed 2017-18 balanced operating budget at the July board meeting
- Request approval of continuation of the 2016-17 operating budget

## **CONSENT AGENDA**

### ➔ **Consent Agenda**

- a. Minutes of the May 10, 2017 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.**

## **ACTION ITEM**

- **Proposed Board Resolution Authorizing Continuation of 2016-17 Operating Budget No. 17-02 (first reading, possible action) – Nate Langstraat, Vice President for Administrative Services**

Trustees Douglas moved to approve the Board Resolution Authorizing Continuation of 2016-17 Operating Budget. It was seconded by Trustee Adelstein and the motion **passed unanimously**.

- **Proposed 2017-18 ASWCC S&A Budget (first reading, possible action) – Jarett Martin, ASWCC President**

Trustees Pedlow moved to approve the 2017-18 ASWCC S&A Budget. It was seconded by Trustee Adelstein and the motion **passed unanimously**.

## **PRESIDENT'S REPORT**

- President Kathi congratulated Ed Harri on his new role as the Vice President for Instruction. Ed began at Whatcom as a math adjunct faculty department member in 1999 and had served as Department Chair, Division Chair, and Dean. As the Interim Vice President for Instruction since April 2017, Ed has demonstrated his ability to lead curriculum development, inspire instructional innovation, oversee and manage budgets, and champion faculty and staff professional development. Most recently, he has led the College's strategic planning process to help us build on a history of academic excellence and collaboration. Currently chair of the Articulation and Transfer Council for the community and technical college system, Ed is viewed as an emerging leader for our system-wide initiatives.
- The College will be conducting a national search to fill the Dean for Instruction position. Ed Harri will be working with faculty and HR to review the position description and develop a recruitment timeline.
- President Kathi will be participating on a panel at a national Cybersecurity event in Huntsville, Alabama. Attendees included government officials, military, university representatives, and all of them knew of Corrinne Sande's work and leadership in the cybersecurity field.
- Chuck Robinson will continue his bike ride to raise funds for non-profit organizations including WCC Foundation.
- New Hires at the State board included: Christy Campbell was hired to head up ctlink and Jan

Yoshiwara was hired as the new executive director.

- ➔ President Kathi thanked board members for attending college events including Honors & Awards Ceremony, Running Start Graduation Ceremony, and Annual Retiree Celebration.
- ➔ President Kathi thanked Jarett Martin and the ASWCC student leaders for their leadership and hard work during the 2016-17 academic year.
- ➔ President Kathi thanked Barbara Rofkar for serving as chair of the board in 2016-17 academic year.

## REPORTS

### ➔ ASWCC - Jarett Martin, President

- Washington Community & Technical College Student Association is finalizing its legislative agenda this summer.

### ➔ WCCFT – Tran Phung, President

- Tran Phung read a statement on behalf of faculty, expressing concerns with the process of hiring and/or appointing of administrative personnel. [Full statement attached.](#)
- Becky Rawlings shared that this has been forwarded to Contract Administration Committee for review and discussion.

### ➔ Student Services – Luca Lewis, Vice President

- 900 students, faculty and staff participated in Orca Day activities.
- 56 students, faculty and staff participated in the student leadership banquet.
- Whatcom is partnering with Ferndale High School on a pilot project to provide onsite academic advising at Ferndale High School

### ➔ Instruction – Ed Harri, Vice President

- This year's WCC Foundation Faculty Excellence Award recipients were Jody DeWilde, Developmental Education Full-time faculty and Nancy Ivarinen, Paralegal Studies Adjunct.

## **DISCUSSION/TACTC/ITEMS OF THE BOARD**

### **➔ Election of Officers**

Trustee Adelstein moved to nominate Tim Douglas to serve as board chair for 2017-18 academic year. It was seconded by Trustee Pedlow. The motion was passed unanimously.

Trustee Douglas moved to nominate John Pedlow to serve as board vice-chair for 2017-18 academic year. It was seconded by Trustee Adelstein. The motion was passed unanimously.

### **➔ ACT Spring Conference May 25-26, 2017**

Trustee Pedlow shared that Big Bend Community College did a wonderful job hosting the conference. Both trustees Pedlow and Douglas were impressed with the program.

## **EXECUTIVE SESSION**

➔ At 3:45 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes to "...review the performance of a public employee..."

➔ Chair Barbara Rofkar announced that possible action was not anticipated. Guests included President Kathi Hiyane-Brown and Assistant Attorney General Melissa Nelson.

The Executive Session adjourned at 4:15 p.m. and the Board reconvened into open session at p.m.

## **PUBLIC COMMENT**

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

## **ADJOURNMENT**

➔ There being no further business, the meeting was adjourned at 4:25 p.m.

*Jai Dufur*

Chair of the Board

*7/11/17*

Date

*Kalbi Myzari*

President and Secretary of the Board

*7/11/17*

Date