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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, November 8, 2017

Work Session 1:00 - 2:00 p.m.

Regular Board Meeting – 2:00 p.m.

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 1:00 p.m. Present in addition to the chair were trustees John Pedlow, Barbara Rofkar and Steve Adelstein, constituting a quorum. Others present included President Kathi 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; Kerena Higgins, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

WORK SESSION

- **“Babel”-ing about Student Success –Faculty: Kaatje Kraft and Justin Ericksen; Janis Velazquez Farmer, Associate Director for Registration; Brian Davidson, Workforce Retraining Coordinator & Passport Program Advisor; WCC Students: Louis Gutierrez and Shelby Greenlaw)**

Ed Harri, Vice President for Instruction, introduced faculty members, Justin Ericksen and Kaatje Kraft. The Faculty and Professional Learning community was awarded a \$5,000 grant from the State Board for Community and Technical Colleges to investigate conceptions of Student Success. They shared a PowerPoint presentation with an overview of the project, sample data collected, and a documentary directed and produced by Janis Velazquez Farmer.

Next steps include more student interviews in a podcast format hosted by Brian Davidson; reviewing student feedback; and looking at using the data collected to inform work on other college initiatives such as guided pathways.

ACTION TO ACCEPT AGENDA

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

INTRODUCTION OF NEW EMPLOYEES

- Vice President Langstraat introduced the following new employees in Administrative Services:
Tamara Addis, Program Coordinator, Conference & Event Services
Bill Hamilton, Custodian 3, Facilities and Operations
- Vice President Harri introduced the following new employees in Instruction:
Rose Root, Program Coordinator
Tyler Ciokiewicz, Recruitment Retention Specialist
Lisa Friend, Events Coordinator Grants
John Toof, ESLA Testing Coordinator
Betty Jo Anzaldua, Workfirst Student Navigator
Keith Raymond, Web/Database Technical Specialist
- Vice President Lewis introduced the following new employees in Student Services:
Terri Thayer, Associate Director for Academic Advising and Career Services
Jackie Ferry, Career and Academic Advisor K12 Partnership
Maureen (Mo) Whalen, Community Standards and Residence Life Coordinator
- President Kathi introduced the following new employees in Human Resources and Institutional Research
Selvi Zabihi, Researcher – HEET 10 Grant
Jane Benson, Human Resources Consultant Assistant 2
- President Kathi introduced this year's WCC Transforming Lives Nominee Nagla Mohammed-Lamin. Born and raised in a refugee camp in Algeria, Nagla overcame countless obstacles before coming to Bellingham in March 2016 to pursue her education at WCC. She credits the support of WCC's International program staff for helping her achieve her dream of attending college. She hopes to inspire other women in her refugee camp to pursue their education.

CONSENT AGENDA

➤ Consent Agenda (Calendar)

- a. Minutes of the October 11, 2017 Board of Trustees Meeting (Attachment A)

Vice Chair Pedlow stated: "If there are no objections, this item will be adopted." As there were no objections, **this item was adopted.**

ACTION ITEMS

➤ Proposed changes to Policy 615 Discrimination and Harassment (first reading, possible action) – Becky Rawlings, Executive Director for Human Resources

Trustee Adelstein moved to approve the proposed changes to Policy 615 Discrimination and Harassment. It was seconded by Trustee Rofkar and the **motion was unanimously approved.**

➤ Proposed 2018-19 and 2019-20 Academic Calendar (first reading, possible action) – Becky Rawlings, Executive Director for Human Resources

Trustee Pedlow moved to approve the proposed changes to 2018-19 and 2019-20 Academic Calendar. It was seconded by Trustee Adelstein and the **motion was unanimously approved.**

PRESIDENT'S REPORT

- The College will be recruiting eight full time faculty positions mostly due to retirements.
- WCC Human Resource department is adopting a new software system called NEOGOV to streamline the recruitment process.
- President Kathi thanked trustees, faculty and staff, and students for supporting the Donor Appreciation Breakfast. Trustee Adelstein shared that he enjoyed listening to the student panel which showcase students returning to college to retrain for new careers
- WCC men soccer team ranked #1 overall and WCC women soccer team made the playoffs. Mary Schroder and Jason Jorgensen were both nominated for Coach of the Year by peers.
- A number of WCC faculty and staff attended this year Washington State Faculty and staff of color conference.
- Corrinne Sande was recently featured in national publication for her work in developing a tool to crosswalk military experience to competencies in cybersecurity and IT courses.

- Student Services Leadership Team and Instruction leaders have spent time talking about Guided Pathways work, identifying strategies to provide the best experience for students to achieve academic success.
- Recently, President Kathi, VP Lewis and VP Harri met with WWU President Sabah Randhawa, Brent Carbajal, WWU Provost, and Melynda Huskey, WWU VP for Enrollment and Student Services to discuss opportunities for collaboration.
- There was a recent joint meeting of WCC President Cabinet and BTC Senior Leadership Team to discuss system wide initiatives.
- President Kathi asked VP Langstraat to provide a brief overview of WCC's next major capital request which is due to be submitted to the State Board by December 20. He provided a brief overview on criteria and scoring and will provide a more detail presentation at the December board meeting.

REPORTS

➤ **ASWCC** – Lauren Besthoff, President

- ASWCC co-sponsored with faculty and staff a workshop on Union
- Approximately 150 people attended the National Community Coming Out Day.
- ASWCC hosted a successful pumpkin carving and Halloween costume contest.
- Student leaders supported women soccer team and men soccer team by offering free hot cocoa and popcorn during the games.
- ASWCC is partnering with the Equity Project to offer showing of the film "Loving" on campus.

➤ **WFSE** – Carolyn Jovag, Representative

Willy Grimes was named this year's Classified Excellence Award winner. A photo of him receiving the award was posted on WSFE's national website and received the most "likes".

➤ **Administrative Services** - Nate Langstraat, Vice President

Approximately 30 people attended the Student Housing RFP resubmittal meeting last week.

➤ **Student Services** – Luca Lewis, Vice President

On October 7, 2017, 53 students attended "Catch the next wave", a preamble conference to Student Leading Change conference.

➤ **Instruction** – Ed Harri, Vice President

Vice President Harri thanked board members for attending the Professional Technical Advisory Committee Dinner.

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

- WCC is hosting the upcoming Bellingham Chamber of Commerce Business after business on November 16, 2017.
- The Engineering Club will construct a time capsule to mark WCC's 50 Years Anniversary. Items will be solicited for the capsule at the upcoming Winter Holiday Luncheon.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➔ **ACT Fall Conference**

The ACT Fall Conference and Legislative Action Committee meeting are scheduled for Nov 9-10. Trustee Douglas, Pedlow and Rofkar are planning to attend.

➔ **Proposed 2018 Board of Trustees Meeting Schedule**

Board members were asked to review the proposed schedule and be prepared to take action on the schedule at the December board meeting.

EXECUTIVE SESSION

- ➔ At 3:15 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes "... as provided in RCW42.30.140 (4) (a), to discuss collective bargaining..." and "... to discuss with legal counsel representing the agency matters relating to agency enforcement actions...."

Chair Douglas announced that no action was anticipated. Guest included President Kathi Hiyane-Brown, Vice President Nate Langstraat, Vice President Ed Harri, and Assistant Attorney General Kerena Higgins.

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

PUBLIC COMMENT

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

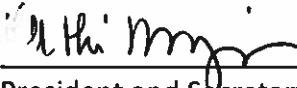
ADJOURNMENT

➔ There being no further business, the meeting was adjourned at 3:50 p.m.



Chair of the Board

12/13/17
Date



President and Secretary of the Board

12/13/17
Date