

# Whatcom

## COMMUNITY COLLEGE

### MINUTES

#### BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, June 13, 2018

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Tim Douglas 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, Rebecca Johnson, and Wendy Bohlke 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; Melissa Nelson, Assistant Attorney General; and Cynthia Hoskins, Interim Executive Assistant to the President.

#### ACTION TO ACCEPT AGENDA

- ➔ Trustee Johnson moved to accept the agenda. Trustee Adelstein seconded it and the motion was approved.
- ➔ Chair Douglas announced that there is a designated time for public comment on the agenda.

#### STRATEGIC CONVERSATIONS

- ➔ **Equity Project Update – Katherine Burns, Adjunct English Faculty and Janis Velasquez Farmer, Associate Registrar**

Ed Harri, Vice President for Instruction introduced and acknowledged the leadership of Guava Jordan and Amy Anderson as the Campus Diversity Committee co-chairs and members of the Equity Project led by 10-12 faculty and staff. Equity Project members Janis Velasquez Farmer and Katherine Burns were introduced to provide update on the Equity Projects work.

Katherine opened the conversation by acknowledging the land of the Lummi and Nooksack tribes. Equity Project team members: Anna Wolff, Tanya Zargosa-Rosas, Kate Harris, Jessica Larson, Guava Jordan, Betsy Hasegawa, Jason Babcock, and Kunbi Ajboye were introduced.

Katherine and Janis shared program highlights during the 2017-18 academic year:

- Launched a OneBook campus read, "Is Everyone Really Equal?" by Ozlem Sensoy and Robin DiAngelo, which included a year-round online discussion utilizing Canvas.
- Equity project facilitated discussions and workshops throughout the year including: Bento Boxes, Identity 101, The Power of Language, Equity Café, and Community Conversations about Race.
- Helped implement Employee Resource Groups.
- Advancing Equity has been incorporated into College's Strategic Plan.
- Collaboration with Western Washington University, to bring community members together for a "Talkin' Race" event on June 4.

The Equity Project helped establish a shared language around equity on Whatcom's campus during the first year of programming and plans to offer more campus opportunities to further develop an equity lens in the second year of programming. President Kathi shared that Betsy will be leaving WCC in July for a new position at South Seattle College. Betsy was thanked for her many contributions to WCC and the broader community.

➤ **Achieve, Imagine, Motivate (AIM) Program Update—AIM Staff: Nadine Hensley, Sara Purington, and Alissa DeLaFuente**

Luca Lewis, Vice President for Student Services acknowledged the positive impact AIM has had on student recruitment and retention and introduced Nadine Hensley, Sara Purington, and Alissa DeLaFuente to provide an update. Highlights included:

- AIM provides ongoing personalized advising, coaching, mentoring, and tutoring.
- Target populations include students with limited income, students with disabilities, students of color, and/or first students in family to graduate with a degree.
- In fall 2017, of the 4,675 degree seeking students enrolled in credit courses, 54% met disadvantaged criteria.
- Since fall 2016, AIM has had 3,306 coaching sessions with individual students.
- Program has instituted a peer mentor program to create leadership opportunities for students. Peer mentors provide study sessions, tutoring, and perform outreach for AIM.
- Recommendations for program through external evaluations include a dedicated space for mentors and finding ways to leverage technology.
- Program has thirty-six students graduating in 2017-18.

Next steps for program are to scale up coaching and peer mentoring, advocate for dedicated space for mentors, and train faculty mentors. The grant ends in 2020 and the College will need to identify funding to continue the work.

## CONSENT AGENDA

➤ **Consent Agenda (Calendar)**

- a. Minutes of the May 9, 2018 Board of Trustees Meeting (Attachment A)
- b. Proposed Winter Quarter 2018 Graduates (Attachment B)

Chair Douglas stated: "If there are no objections, these items will be adopted." A date error was noted of "2018-18" with the correction made to read "2018-19." **These items were adopted.**

## ACTION ITEM

### ➔ **Proposed WCC 2018-19 Operating Budget (*second reading possible action*) – 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 2018-19 Operating Budget. Budget impacts include:

- Resident tuition table increase of 2.2%; same dollar amount increase applied to non-resident tuition.
- Running Start reimbursement rates increased.
- eLearning tuition fee increased by \$5 per credit.
- Cost of living adjustments total approximately \$597,000
- Faculty salary improvements total approximately \$240,000
- Employer benefit costs are forecasted at \$6.5 million for 2018-19.

Trustee Bohlke moved to approve the WCC 2018-19 Operating Budget as proposed. It was seconded by Trustee Pedlow and the motion **passed unanimously**.

### ➔ **Proposed Policy 236 Usage of Electronic Signatures (*first reading, possible action*) – Nate Langstraat, Vice President for Administrative Services**

Nate Langstraat, Vice President for Administrative Services, provided a first reading of proposed Policy 236 Usage of Electronic Signatures. The proposed policy aligns with Department of Enterprise Services guidelines as well as RCW's and will bring College into compliance.

Trustee Adelstein moved to approve Policy 236 Usage of Electronic Signatures. It was seconded by Trustee Douglas and the motion **passed unanimously**.

### ➔ **Proposed revision to Policy 520 Tuition/Fees/Refunds (*first reading, possible action*) – Jarid Corbitt, Assistant Director of Veteran Services; Mike Singletary, Registrar**

Jarid Corbitt, Director of Veteran Services proposed a revision to Policy 520 Tuition/Fees/Refunds to be compliant with the Department of Defense. The revision is for active and reserve; it does not impact veterans.

Trustee Pedlow moved to approve the revision to Policy 520 Tuition/Fees/Refunds to be in compliance with Department of Defense. It was seconded by Trustee Johnson and the motion **passed unanimously**.

- ➔ **Proposed Honorary Status of Faculty Emeritus: Courtney Chadwell-Gatz (first reading, possible action) – Ed Harri, Vice President for Instruction and Kathi Hiyane-Brown, President**

Trustee Adelstein moved to approve granting honorary status of Faculty Emeritus to Courtney Chadwell-Gatz. It was seconded by Trustee Pedlow and the motion passed unanimously.

### **PRESIDENT'S REPORT**

- ➔ President Kathi shared the Horizon interview with Trustee John Pedlow on his appointment as a member at-large for ACT.
- ➔ President Kathi thanked Lauren Besthoff and Student Life for all the end-of-year events to celebrate students. Lauren will also be the 2018 commencement speaker.
- ➔ Faculty Excellence award winners, Justin Erickson and Erin Graham will be at commencement to receive their awards. They will also speak at All College Day in September 2018.
- ➔ President Kathi recognized successful grants recently received and thanked the many staff and faculty who contributed to the writing and development of the grant applications.
  - Chuckanut Health Foundation, approximately \$12,000 to purchase state of the art 3D instruments for the Nursing Program.
  - 3 HEET proposals from the State Board:
    - WCC will lead a new HEET project as lead college, with partner Highline College, entitled, "Diversifying the Workforce & Enhancing Career Pathways in Behavioral Health." Project will prepare healthcare staff for the integration of behavioral and physical healthcare. The project creates pathways for staff in relevant acute care, primary care, mental health, and substance use disorder organizations. Grant amount totals \$337,140.
    - BTC/WCC HEET, "High Demand Pathways in Acute Care Settings". BTC will expand nursing pathways for incumbent workers and partner with Lake Washington Institute of Technology and WCC to answer industry demand for registered nurses and nursing assistant certified employees. Grant amount totals \$414,925
    - Spokane Falls and WCC "Dually Credentialed Chemical Dependency Program" to continue the fast track 15 credit chemical dependency professional certificate online programs and expansion of programs. Grant amount totals \$244,850.
  - SBCTC aerospace \$320,000 for 40 FTEs to increase the capacity in the engineering transfer program by adding a second full-time engineering faculty, lab support staff, advising staff, and equipment. If the College meets or exceeds 169 FTE target, then it will be a permanent allocation for the College.

- ➔ WACTC voted to recommend the 2019-2021 capital budget request. All new projects are added to the existing pipeline until funded. The list includes WCC's project as number 27, the design for the Technology and Engineering Center.
- ➔ President Kathi will serve on WACTC executive committee, as capital committee chair, and serve as President elect 2019-2020.

## REPORTS

- ➔ **ASWCC**—Lauren Besthoff, President
  - Orca Day was successful with approximately 800 faculty, staff, and students in attendance.
  - 2018-19 ASWCC Board has been hired.
- ➔ **WCCFT** – Tran Phung, President
  - Faculty will ratify contract. Voting closes tomorrow at 5pm and currently 70% have voted.
- ➔ **WFSE** – Carolyn Jovag, Representative
  - In negotiations with 20-30 tentative agreements. No final decisions will be made until state forecast comes out.
- ➔ **Administrative Services** –Vice President Nate Langstraat
  - Student Housing
    - Guaranteed Maximum Price (GMP) to build what has been designed will be completed in late July and submitted to the State Treasurer's Office by August 2 for inclusion in the August Certificate of Participation (COP) sale.
    - Met with City staff for pre-application meeting and received comments that will need to be worked through with City. One issue is street trees, which could impact the footprint of building. Formal meeting with City is scheduled for June 21.
    - Wetland mitigation for the site is now an onsite mitigation plan, which entails creating new wetlands on the northwest corner of campus, as well as wetland buffer enhancements. The plan is under review by the City and the Army Corp of Engineers.
- ➔ **Student Services** –Vice President Luca Lewis
  - Public hearing was held for Policy 615 Discrimination and Harassment Policy and Policy 620 Students Rights and Responsibilities Policy.
- ➔ **Instruction** –Vice President Ed Harri
  - First annual student research expo will be held June 14 from 3:00-5:00pm in Kulshan Hall.
- ➔ **Advancement/Foundation**—Sue Cole, Executive Director
  - President's Circle is scheduled for September 17, in the WCC Library. Rhonda Daniels and faculty from the Arts & Humanities Division are assisting with the event theme, "we are all into this together."

## DISCUSSION/ITEMS OF THE BOARD

### ➔ Election of Officers

Trustee Adelstein moved to nominate John Pedlow to serve as board chair for the 2018-19 academic year. It was seconded by Trustee Bohlke. The motion **passed unanimously**.

Trustee Johnson moved to nominate Steve Adelstein to serve as board vice-chair for the 2018-19 academic year. It was seconded by Trustee Pedlow. The motion **passed unanimously**.

### ➔ August Board of Trustees Planning Retreat August 9-10, 2018

The two-day board planning retreat is scheduled for August 9-10, 2018. Cabinet members will join on the first day to discuss 2017-2018 work plan report, opportunities and challenges, and priorities for 2018-2019. Participation on the second day will include the president and board members only. The board will develop its 2018-19 Board of Trustees work plan.

## EXECUTIVE SESSION

- ➔ At 3:45 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..."

Chair Douglas announced that action was anticipated. Guests included President Kathi Hiyane-Brown, Vice President Nate Langstraat, Vice President Ed Harri, and Assistant Attorney General Melissa Nelson.

The Executive Session was adjourned at 4:50 p.m. and the Board reconvened into open session at 4:50 p.m.

## ACTION

- ➔ Trustee Adelstein moved to approve the 2018-2021 negotiated faculty agreement between the Board of Trustees of Whatcom Community College and the Whatcom Community College Federation of Teachers, which is to be in effect from September 1, 2018 through August 31, 2021. It was seconded by Trustee Pedlow. The motion passed unanimously. Chair Douglas stated that the progress made towards salary improvement for faculty is evident in the new contract.

## PUBLIC COMMENT

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

**ADJOURNMENT**

➔ There being no further business, the meeting was adjourned at 4:55 pm.

*Jai Infante*

Chair of the Board

*8/9/18*

Date

*Kathi Mangano*

President and Secretary of the Board

*8/9/18*

Date