

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES

237 W. Kellogg Road, Bellingham

Laidlaw Room 143

Wednesday, November 12, 2025

2:00 p.m.

CALL TO ORDER Chair Jeff Fairchild officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Wendy Bohlke, Rebecca Johnson, John Pedlow and Teresa Taylor constituting a quorum. Others present included President Justin Guillory; Nate Langstraat, Executive Vice President for Business & College Operations, Kerri Holferty, Interim Vice President for Student Services; Steven Thomas, Vice President for Instruction, Annie Aslan, Assistant Attorney General; and Rafeeka Kloke, Executive Director for the Office of the President.

Chair Fairchild began with a land acknowledgment to recognize and pay respect to the Coast Salish Peoples as traditional stewards of this land and the enduring relationship between Indigenous Peoples and their traditional territories.

ACTION TO ACCEPT AGENDA

- Trustee Bohlke moved to accept the agenda. It was seconded by Trustee Taylor and the motion was approved.
- Chair Fairchild announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

➤ Consent Agenda

- Minutes of October 8, 2025 Board of Trustees Retreat.

Trustee Bohlke requested an addition to the October meeting minutes to reflect that Chair Fairchild and Trustee Johnson will represent the board in meetings with the accreditation visiting team.

Chair Fairchild stated: "If there are no objections, the item in the consent agenda with the addition will be adopted." As there was no objection, this item was adopted.

PUBLIC COMMENT

- Chair Fairchild called for public comment. There is no public comment.
- **Accreditation Year Seven – Anne Marie Karlberg, Director for Assessment and Institutional Research and Steven Thomas, Vice President for Instruction**

Karlberg and Thomas presented a PowerPoint as part of the ongoing preparation for Year 7 Accreditation Visit.

Highlights included:

Upcoming important dates:

December 1 – draft report to NWCCU Liaison for feedback

January 7 – Report to the Board of Trustees and employees for feedback

February 10: Submit report to NWCCU

March 5: Mock visit

April 15-17: visit by NWCCU evaluators

Key focus of the report — what evidence we need to provide to demonstrate how we fulfill our mission:

- How we use information for planning, institutional effectiveness, and resource allocation.
- How we use student achievement data to improve student success and close equity gaps.
- How we use assessment results to improve student learning.
- How we determine the extent to which we are fulfilling our mission.

Review of Key Performance Indicators (KPIs)

The following KPIs are used to evaluate how effectively we are fulfilling our mission, with an equity focus integrated throughout all measures:

1. Representation
2. Student Learning
3. Active Teaching and Learning
4. Student Progress
5. Satisfaction-

A score of **75% or higher** is considered as evidence that we are fulfilling our mission. Based on current KPI results, the college is performing at **76%**, indicating that we are meeting our mission expectations. Data sets were shared and discussed (enrollment trend, course success rates, equity gap analyses, student satisfaction survey results, etc)

The College maintains high standards and continuously challenge itself to reach even higher targets. This work demonstrates the strong connection between our mission, strategic planning efforts, and our ongoing commitment to continuous improvement.

ACTION ITEMS

➤ Proposed revision to Policy 405

KayCee Johnson, Executive Director for Human Resources, provided an overview the proposed changes to Policy 405. A final version will be presented to the Board for action at the December meeting.

➤ Proposed number change to Policy 4030 to 430

A proposed policy number changed with one minor correction to Policy 4030 was presented to the Board. A final version will be presented to the Board for action at the December meeting.

PRESIDENT'S REPORT

- Since the last board meeting, two campus sessions were held to review the new allocation model and its budget implications.
- The WCC Foundation hosted a Celebration of Life for Foundation board member Jair Furnas on October 18. President Justin expressed appreciation to Cheryl Thornton, Deborah DeWees, and Teresa Taylor for attending.
- In mid-October, the Orca Food Pantry launched a \$10,000 matching gift challenge. President Justin thanked Ward Naf for soliciting support from rotary clubs. As of two weeks ago, the challenge was successfully met, totaling \$20,000 raised.
- A campus food drive will take place on Tuesday, November 19 from 11 a.m. to 4 p.m. and November 21 from 9 a.m. to 1 p.m., to help address food insecurity among students.
- On November 4, the Foundation Executive Committee reviewed two cabinet-identified funding priorities. These recommendations will be presented to the Foundation Board on November 18 for approval.
- President Justin attended a keynote presentation at a Sunrise Rotary meeting. He shared that Ward Naf and Patrick Blaine were also in attendance.
- President Justin met with the superintendents of Blaine and Nooksack school districts to explore opportunities to strengthen partnerships.
- President Justin continues to attend weekly WACTC meetings, which have recently focused on proposed changes to the Centers of Excellence.
- President Justin thanked faculty and staff for their engagement in the Institutional Sustainability Review (ISR) process. The information gathered will guide institutional improvements and serves as a strong example of our commitment to continuous improvement we can share with the accreditation visiting team. Task Force recommendations will be submitted to the Core Team on November 14, and the Core Team will review and present final recommendations to the President on December 12.

DISCUSSION ITEMS OF THE BOARD

➤ Proposed 2026 Board of Trustees Meeting Schedule

Trustee Taylor moved to approve the 2026 Board of Trustees Meeting schedule. It was seconded by Trustee Johnson. The motion was passed.

EXECUTIVE SESSION

At 2:55 p.m. the meeting was adjourned for an executive session of the Board for approximately 35 minutes, as provided in RCW 42.30.110 and 42.30.140 (4) (a), to discuss collective bargaining, to review performance of an employee, to discuss with legal counsel representing the agency matters relating to the agency enforcement action or potential litigation...

Chair Fairchild announced that action was anticipated. Guests included President Justin Guillory, Executive Vice President for Business & College Operations Nate Langstraat, Interim Vice President for Student Services, Kerri Holferty, KayCee Johnson, Executive Director for Human Resources, Rafeeka Kloke, Executive Director for Office of the President, and Assistant Attorney General Annie Sloan.

The Executive Session was adjourned at 3:30 p.m. and the Board reconvened into open session at 3:30 p.m.

ACTION ITEM

➤ Agreement between Whatcom Community College and AFT Washington Professional Staff United

Trustee Bohlke moved to approve the agreement between Whatcom Community College and AFT Washington Professional Staff United. It was seconded by Trustee Johnson. The motion was passed.

Chair Fairchild thanked the AFT Staff negotiating team and the WCC administrative negotiating team for their hard work.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:35 p.m.



Chair of the Board

12/10/2025

Date



12/10/2025

President and Secretary of the Board

Date