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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES

237 W. Kellogg Road, Bellingham

Laidlaw Room 143

Wednesday, December 10, 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, and Teresa Taylor constituting a quorum. Trustee John Pedlow was absent. 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 Johnson moved to accept the agenda. It was seconded by Trustee Bohlke 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 November 12, 2025 Board of Trustees Retreat.

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 was no public comment.
- ➔ **Accreditation Year Seven – Anne Marie Karlberg, Director for Assessment and Institutional Research
Peter Horne, Senior Research Analyst and Nate Langstraat, Executive Vice President for Business and College Operations**

Karlberg, Horne, and Langstraat shared an overview of Standard 1B – Improving institutional effectiveness which included Institutional planning processes, mission fulfillment definition and metrics, inclusive institutional planning, and Internal and external environment monitoring. They reviewed and provided information on each of those standards.

ACTION ITEMS

- ➔ **Proposed revision to Policy 405**
Trustee Bohlke moved to approve the proposed changes to Policy 405. It was seconded by Trustee Johnson and the motion was approved.
- ➔ **Proposed number change to Policy 4030 to 430**
Trustee Johnson moved to approve Policy 430. It was seconded by Trustee Taylor and the motion was approved.

PRESIDENT'S REPORT

- ➔ President Justin attended the ACT Annual Fall Conference on November 13–14, which included legislative updates, discussions on Tribal Government Affairs, a College Spark Foundation presentation titled Evolve – Thriving Equitable Systems, sessions on tenure best practices, and remarks from Lieutenant Governor Denny Heck.
- ➔ President Justin participated in the virtual WACTC meeting on November 20–21, which included statewide committee reports, discussion of a recommendation to consolidate all the Centers of Excellence (COEs) from 12 to five cluster-based COEs.
- ➔ The WCC Foundation Board meeting on November 18, featured a presentation of WCC's Nursing Program by Gail Rea, Interim Nursing Director, and two students.
- ➔ Relationship-building with external stakeholders continued through engagement with Sunrise Rotary on November 20, including a \$1,500 donation to the Orca Food Pantry. In addition, President Justin and Bruce Burpee, WCC Foundation Board member, met with Jennifer Kutcher, CEO and President of WECU, and Cindy Klein to tour the campus and strengthen the partnership.
- ➔ An informal staff and faculty gathering, Donut Miss Out, was held on December 1 to provide an opportunity for employees to reconnect and to express appreciation for their hard work. President

Justin expressed appreciation for Cabinet members, and others who supported the event.

- President Justin attended the NWCCU Annual Conference on December 2–3, including the pre-conference and Wednesday morning sessions, alongside WCC representatives Dr. Steven Thomas, Dr. Anne Marie Karlberg, and Dr. Patrick Blaine.
- On November 18, President Justin announced a plan to restructure the Cabinet and subsequently met with faculty and staff through an all-instruction/faculty meeting on December 5, the Administrative Services division on December 8, additional divisional meetings were scheduled along with campus feedback sessions on January 8, 15, and 21, 2026.
- President Justin and the Core Team hosted a campus forum on December 9 to provide an update and answer questions.

DISCUSSION ITEMS OF THE BOARD

➤ **ACT Fall Conference**

Trustee Bohlke and Trustee Johnson shared highlights of the ACT Conference; sharing that it was one of the best ACT conference in recent years.

Trustee Bohlke shared that she will be attending the ACCT Legislative Summit in Washington DC in February 2026.

EXECUTIVE SESSION

At 3:00 p.m. the meeting was adjourned for a closed session of the Board for approximately 20 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 not anticipated. Guests included President Justin Guillory, Executive Vice President for Business & College Operations Nate Langstraat, Rafeeka Kloke, Executive Director for Office of the President, and Assistant Attorney General Annie Sloan.

The Executive Session was adjourned at 3:20 p.m. and the Board reconvened into open session at 3:20 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:23 p.m.

Fairchild

1/14/2026

Chair of the Board

Date

John Long

1/14/2026

President and Secretary of the Board

Date