TAB A

Board of Trustees

Washtenaw Community College

ACTION

4800 E. Huron River Drive

Ann Arbor, Michigan 48105-4800

Subject

January 27 Monthly Meeting Minutes

Date

February 24, 2015

RECOMMENDATION

That the Board of Trustees approve the minutes of the January 27, 2015 Monthly Meeting.

Prepared by: Vanessa Books
Title: Executive Associate to the President

Recommended by: Rose B. Bellanca, Ed.D.

Rose B. Bellanca, President

WASHTENAW COMMUNITY COLLEGE
ORGANIZATIONAL & MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. - JANUARY 27, 2015

Call to order

CALL TO ORDER

The Organizational Meeting of the Board of Trustees of Washtenaw Community College was called to order by President Rose Bellanca on January 27, 2015 at 6:01 p.m. in Room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Trustee David DeVarti, Trustee Christina Fleming, Trustee Stephen Gill, Trustee Ruth Hatcher, Trustee Pamela Horiszny, Trustee Richard Landau, and Trustee Diana McKnight-Morton*(arrived at 6:07 pm)*

Election of Officers (Action)

ELECTION OF OFFICERS (Action)

Chair

Chair

Trustee Gill nominated Trustee Richard Landau for the position of Chair of the WCC Board of Trustees for the two-year period ending December 31, 2016; supported by Trustee Pamela Horiszny.

It was moved by Trustee Horiszny, seconded by Trustee Hatcher that nominations be closed.

The election of Trustee Landau as Chair was supported unanimously. The motion was adopted.

Vice Chair

Vice Chair

Trustee Gill nominated Trustee Diana McKnight-Morton for the position of Vice Chair of the WCC Board of Trustees for the two-year period ending December 31, 2016; supported by Chair Landau.

A roll call vote was taken. The results were: Trustee David DeVarti, yes; Trustee Christina Fleming, yes; Trustee Stephen Gill, yes; Trustee Ruth Hatcher, yes; Trustee Pamela Horiszny, yes; Chair Richard Landau, yes; and Trustee Diana McKnight-Morton, yes.

The election of Trustee McKnight-Morton as Vice Chair was supported unanimously. The motion was adopted.

Secretary

Secretary

Chair Landau nominated Trustee Christina Fleming for the position of Secretary of the WCC Board of Trustees for the two-year period ending December 31, 2016; supported by Trustee DeVarti.

A roll call vote was taken. The results were: Trustee David DeVarti, yes; Trustee Christina Fleming, yes; Trustee Stephen Gill, yes; Trustee Ruth Hatcher, yes; Trustee Pamela Horiszny, yes; Chair Richard Landau, yes; and Vice Chair McKnight-Morton, yes.

The election of Trustee Fleming as Secretary was supported unanimously. The motion was adopted.

Treasurer

Treasurer

Chair Landau nominated Trustee Pamela Horiszny for the position of Treasurer of the WCC Board of Trustees for the two-year period ending December 31, 2016; supported by Trustee Hatcher.

A roll call vote was taken. The results were: Trustee David DeVarti, yes; Secretary Fleming, yes; Trustee Stephen Gill, yes; Trustee Ruth Hatcher, yes; Trustee Pamela Horiszny, yes; Chair Richard Landau, yes; and Vice Chair McKnight-Morton, yes.

The election of Trustee Horiszny as Treasurer was supported unanimously. The motion was adopted.

CALL TO ORDER

Call to Order

The Monthly Meeting of the Board of Trustees of Washtenaw Community College was called to order by Chair Richard Landau on January 27, 2015 at 6:12 p.m. in Room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Richard Landau, Vice Chair Diana McKnight-Morton, Treasurer Pamela Horiszny, Secretary Christina Fleming, Trustee David DeVarti, Trustee Stephen Gill and Trustee Ruth Hatcher.

APPROVAL OF AGENDA (Action)

APPROVAL OF AGENDA (Action)

It was moved by Trustee Hatcher, seconded by Vice Chair McKnight-Morton that the Board of Trustees approve the agenda for the January 27 Monthly Meeting as submitted. The motion was adopted.

2015 and 2016 Schedule of Monthly Board Meetings (Action)

2015 and 2016 Schedule of Monthly Board Meetings (Action)

It was moved by Treasurer Horiszny, seconded by Vice Chair McKnight-Morton that the Board of Trustees amend the motion to strike *and dinner following at approximately 7:30 pm from the motion*. The motion was supported unanimously. The motion was adopted.

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher, that the Board of Trustees adopt and publish the calendar of regular meetings for 2015 and 2016 as indicated. With exceptions as indicated, the fourth Tuesday of each month is established as the regular monthly meeting time at 6:00 p.m. The motion was supported unanimously. The motion was adopted.

Trustee Assignments

Trustee Assignments

Chair Landau appointed Trustee Assignments as the following:

Vice Chair McKnight-Morton as the MCCA Liaison, Trustee Stephen Gill as ACCT Delegate, Chair Landau as WTMC Liaison, Treasurer Horiszny as WCC Foundation Liaison, Trustee DeVarti as Honorary Associate Degree Committee and Vice Chair McKnight-Morton as the WCC SEMCOG Delegate.

Approval on Minutes (Action)

Approval on Minutes (Action)

It was moved by Trustee Gill seconded by Treasurer Horsizny the Board of Trustees approve the minutes of the November 18 Monthly Meeting, December 9 Board Retreat & December 17 Special Meeting.

It was moved by Trustee Hatcher, seconded by Secretary Fleming that the minutes be amended from the November 18th meeting, Tab E, first page second sentence.

The motion was supported unanimously. The motion was adopted.

CITIZEN PARTICPATION

CITIZEN PARTICPATION

WCC Education Association

WCC Education Association

Ms. Maryam Barrie, WCCEA President and English faculty members, remarked that faculty realize the Trustees' commitment. She thanked Chris Mihaly, Dena Blair, and those who led the hiring of the three permanent deans. She also spoke about the importance of improving shared governance, citing a *Chronicle of Higher Education* article emphasizing the importance of broad communication to the process.

Public and Written Comment

Public and Written Comment

There was no public comment given.

Written comment consisted of one inquiry about the next board meeting and two student concerns that are being addressed.

Special Reports

SPECIAL REPRTS

There were no special reports.

MONTHLY REPORTS

MONTHLY REPORTS

WCC Foundation Report

WCC Foundation Report

Trustee Gill, Board liaison to the WCC Foundation, reminded Board members that Mardi Gras is February 7th. He also noted scholarship awards for Winter semester consisted of $250,000 to 372 students. He also spoke about the Foundation retreat this past Saturday, which Secretary Fleming and Trustee Hatcher attended as well as his self.

Personnel Recommendations (Action)

Personnel Recommendations (Action)

Mr. Doug Kruzel, Vice President of Human Resources, noted that the large number of part-time faculty in the report reflect the start of new semester.

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher, that the Board of Trustees approve the personnel recommendations as submitted. The motion was adopted.

Financial Reports (December 2014)

Financial Reports (December 2014)

Mr. William Johnson, Vice President and CFO, gave the Board a brief about the college's YTD actual against the YTD budget for the first six months. There have been many discussions down to the department level about YTD and future spending.

It was moved for Treasurer Horiszny, seconded by Trustee Hatcher, that the Board of Trustees receive the Financial Reports for December 2014 as submitted. The motion was adopted.

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, updated the Board on the SRB addition project and the CLASB electrical upgrades. He spoke about recent deferred maintenance issues concerning two water main breakages. He also noted the Surgical Technology renovation is complete, and invited Trustees to visit the two mock operating rooms. Mr. Flowers also updated on the Board on the completion of mold and asbestos remediation.

REMARKS

REMARKS

Remarks of Members of Board of Trustees

Remarks of Members of

Trustee DeVarti remarked that he would like to suggest meetings be televised on CTN and that he would like college administration to look at the viability of

Board of Trustees

this. He noted the departure of the advisor to the *Voice*, and expressed strong continued support for the student newspaper.

Chair Landau suggested that the possibility of televising meetings needs to be addressed in more depth, and proposed further discussion at the March retreat. He also noted the Board supports the *Voice* and has provided the paper with substantial resources.

Trustee Hatcher stated that she attended faculty in-service, and expressed appreciation to Ms. Claire Sparklin, Ms. Cristy Lindemann and Ms. Mary Mullalond and the Faculty Professional Development Committee for putting it together. She also attended the college MLK Day program and was invited to attend the WCC Foundation retreat. She praised Trustee Gill's presentation at the Foundation retreat and noted she was pleased to participate in events.

Trustee Gill remarked that he recently attended the Honors Convocation, which was a wonderful event, and looks forward to Trustees' involvement in such events.

President's Remarks

President's Remarks

President Bellanca congratulated Chair Landau on his election as Chair. She recognized three new permanent academic deans, and introduced Mr. Brandon Tucker, Dean of Advanced Technologies and Public Service Careers, Dr. Kimberly Hurns, Dean of Business and Computer Technologies, and Ms. Kris Brandemuehl, Dean of Math, Science and Health. President Bellanca stated that despite a minor decrease in enrollment, the college has met its projected budgeted enrollment.

President Bellanca acknowledged faculty and staff for an excellent in-service. The strategic plan priority one team held two successful sessions. She recognized John Rinke for his role in leading the Honors Convocation, as well as Trustee Gill and Ms. Dena Blair, Interim Dean of Humanities, Behavioral and Social Sciences for their participation. She also highlighted the faculty, alumni and student gala led by Performing Arts faculty member Noonie Anderson that was held in December.

President Bellanca provided an update on the Vice President for Instruction search. She stated that Maryam Barrie, President of the WCCEA, and she met to review RFPs, and will contract a search firm. She noted that the Dean of Health position is still open and the search is ongoing. She added that the former advisor for the Voice had submitted a letter of resignation.

NEW BUSINESS

NEW BUSINESS

Proposed update to Board of Trustee Policy 6020 (1st Reading)

Mr. Bill Johnson, Vice President and CFO, spoke to the Board regarding proposed changes to Board of Trustees Policy 6020 to reflect changes of new state legislation permitting investments for Michigan community colleges. Additional proposed changes are part of the Community College Act that had not previously been adopted by the Board, and are now being suggested for appropriate inclusion.

Proposed update to Board of Trustee Policy 6020 (1st Reading)

Proposed update to Board of Trustee Policy 5010 (1st Reading)

Mr. Larry Barkoff, General Counsel, spoke to the Board regarding proposed changes to Board of Trustee Policy 5010 to include additional protected statuses. He noted that four policies were approved by the Board for this language at meetings in November and December (Policies 2005, 2095, 5081, and 8028). This is the first reading of the fourth.

Proposed update to Board of Trustee Policy 5010 (1st Reading)

Change Order for Storage and Receiving Building Addition Project

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, spoke to the Board about a change order for the SRB Addition Project. He noted that one additive change order of $24,305 will require approval from the Board.

Change Order for Storage and Receiving Building Addition Project

Contract Extension with Current External Auditors, Rehmann

Mr. Bill Johnson, Vice President and CFO, spoke to the Board regarding a proposed two-year extension of the college's contract with Rehmann, the college's external auditors. He noted that Rehmann has worked with WCC for five years.

Contract Extension with Current External Auditors, Rehmann

Capital Fund Adjustment

Mr. Bill Johnson, Vice President and CFO, and Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, spoke to the Board regarding several proposed Capital Fund Budget Adjustments. CFO Johnson remarked to the Board that the United Association has asked for an increase in scope to the Storage and Receiving training room, which the UA will fund.

Vice President Flowers added that costs for increases to the SRB addition will be funded through a surplus from the CLASB electrical upgrades project. He

Capital Fund Adjustment

noted that these additional SRB costs are requested to cover unanticipated winter construction conditions.

Proposed Student Success Software License Presentation

Ms. Linda Blakey, Vice President of Student and Academic Services, Ms. Kim Groce, Divisional Counselors in Humanities, Social, and Behavioral Sciences, and Dr. Evan Montague, Associate Vice President of Recruitment and Student Enrollment, presented proposed EAB (Educational Advisory Board) Student Success Software to the Board. Associate Vice President Montague remarked that the web-based and mobile tool keeps students at the center of the experience and keeps them on track, and will provide counselors and advisors with data to provide student support. Ms. Groce noted that the tool provides real-time information such as job openings, program cost, length of program based on student's situation, and scholarships, and gives them an academic plan and schedule.

OLD BUSINESS

Line of Credit Agreement (Action)

It was moved by Trustee DeVarti, seconded by Treasurer Horiszny, that the Board of Trustees authorize the college to obtain a line of credit (2014/15), and pass a resolution to approve:

- The issuance of a line of credit;
- The pledge of the State of Michigan appropriations make and not yet received and the College's limited tax full faith and credit for payment of the line of credit;
- The authorization of certain officers of the College to negotiate the terms of the line of credit without further resolution or action of the Board of Trustees;
- The execution of the line of credit loan and pledge agreement; and
- Other matters necessary for issuance of the line of credit.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Horiszny, yes; Secretary Fleming, yes; Trustee DeVarti, yes; Trustee Gill, yes; Trustee Hatcher, yes.

The motion was adopted.

Emeritus Staff Status Recipients (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher, that the Board of Trustees grant the following retirees Emeritus Staff Status as stated in Board Policy 5045, Policy on Emeritus Staff:

John Atkinson

Proposed Student Success Software License Presentation

OLD BUSINES

Line of Credit Agreement (Action)

Emeritus Staff Status Recipients (Action)

Sherri Cole
Lenora Collins
Linda Conroy
Raymond Everett
Mary Faulkner
Joseph Flack
Leslie Gibson
Susan Glowski
Darlene Green
Sheryl Ruszkiewicz
Marty Showalter
Sandra Worrell
Andrea Zekas

The motion was adopted.

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee Gill, seconded by Treasurer Horiszny, that the Board adjourn the January 27, 2015 Monthly Meeting of the Board of Trustees. The motion was adopted. The meeting adjourned at 9:08 p.m.

Respectfully submitted,

Christina Fleming

Secretary

Richard Landau

Chair