TAB A

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject	Date
February 24 Monthly Meeting Minutes and March 6 -7 Retreat	March 24, 2015

RECOMMENDATION

That the Board of Trustees approve the minutes of the February 24 Monthly Meeting Minutes and March 6 -7 Retreat as submitted.

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

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

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, FEBRUARY 24, 2015

CALL TO ORDER

Call to Order

The monthly meeting of the WCC Board of Trustees was called to order by Chair Richard Landau on February 24, 2015 at 6:02 p.m. in Room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Richard Landau, Vice Chair McKnight-Morton *(arrived at 6:10 p.m.)*, Secretary Christina Fleming, Treasurer Pamela Horiszny, Trustee David DeVarti, Trustee Stephen Gill and Trustee Ruth Hatcher

APPROVAL OF AGENDA

Approval of Agenda (Action)

It was moved by Treasurer Horiszny, seconded by Trustee Gill that the Board approve the January 27 Monthly Meeting agenda as submitted. The motion was adopted.

APPROVAL OF MINUTES (Action)

Approval of Minutes (Action)

It was moved by Trustee Gill, seconded by Treasurer Horiszny that the minutes of the January 27 Monthly Meeting be approved with amendments. The motion was adopted.

CITIZEN PARTICIPATION

Citizen Participation
WCC Education Association

WCC Education Association

Ms. Maryam Barrie, WCCEA President and English faculty member spoke about the WCCEA's third annual Department Chair retreat and the role of department chairs at WCC.

Ms. Barrie informed the Board that the WCCEA Board has authorized their negotiation team comprised of David Fitzpatrick, Julie Kissel, Jason Withrow, Justin Carter and Mike King. She also noted that the WCCEA agreed to put their SOQ grievance into abeyance. Ms. Barrie thanked interim Vice President for Instruction Abernethy for resurrecting the Developmental Task Force.

Ms. Barrie reported that they recently held the third annual Three Union Leader Lunch. She noted that has been working to improve channels of communication at the college where and how she can.

Public Communication and Written Communications

There was no public comment.

The Board received a written communication in regards to the Higher Learning Commission.

SPECIAL REPORT

Student Financial Aid Profile Report

Ms. Lori Trapp, Director of Financial Aid, presented the 2013-2014 financial aid profile report. She noted that almost 38% of WCC students received financial aid. The total amount of funds awarded to 7,753 students through the WCC Financial Aid Office was $40,694,573.00.

Ms. Trapp spoke about the variety of scholarships that were awarded to WCC students last year. She also mentioned that the Financial Aid staff interacted with students 63,297 times in 2013-14.

Open Meetings Act and Board Member Communication

Mr. Larry Barkoff, General Counsel spoke about the intent, definition and requirements of Open Meetings Act. He noted examples of violations of Open Meetings Act in respect to verbal and electronic communications between Board members.

MONTHLY REPORTS

WCC Foundation Report

Treasurer Horiszny commented on the recent Mardi Gras scholarship fund-raising event and noted it garnered revenue of $107,000, higher than the past two years. She also mentioned the upcoming Women's Council Luncheon in May, in which Mary Sue Coleman, past president of the University of Michigan, will be the keynote speaker.

Personnel Recommendations (Action)

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

Financial Reports (January 2015) (Action)

Public Communication and Written Communications

Special Report

Student Financial Aid Profile Report

Open Meetings Act and Board Member Communication

Monthly Reports

WCC Foundation Report

Personnel Recommendations (Action)

Financial Reports (January 2015) (Action)

It was moved by Treasurer Horiszny, seconded by Vice Chair McKnight - Morton, that the Board receive the financial reports for January 2015 as submitted. The motion was adopted.

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, noted that the actuals-versus-budget totals for projects were added to the Facilities Development Report.

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Chair Landau spoke about his attendance at this year's WCC Foundation Mardi Gras event. He noted his enthusiasm for the amount of money raised.

Trustee DeVarti spoke about his recent visit to Washington, D.C. for the National Legislative Summit. He also expressed his concern with the proposed legislation to impose metrics from the Department of Education on community colleges. He suggested students write to their legislators.

Secretary Fleming also spoke about her recent experience at the National Legislative Summit. She thanked Jason Morgan for organizing meetings with legislators. Secretary Fleming challenged students, faculty and staff to write to their legislators to explain their experience and what community college means to them.

Trustee McKnight-Morton provided comments about the recent ACCT Legislative Summit in Washington, D.C. and MCCA's exploration of international students on community college campuses.

Trustee Hatcher stated her enthusiasm to see *The Washtenaw Voice* publishing again. She also suggested republishing *A Fierce Commitment: The First Ten Years of Washtenaw Community College* as part of the 50th anniversary celebratory activities.

President's Remarks

President's Remarks

President Rose Bellanca thanked Arnett Chisholm, Dean of Student Diversity and Inclusion, Peter Leshkevich, Director of Student Development Activities, and Rachel Barsch, Student Activities Coordinator for an outstanding job organizing WCC's Black History Month events.

President Bellanca congratulated Dr. Keila Samuels, Pharmacy Technology faculty member who was selected for the Alumni Service Award in Pharmacy by her alma mater, the University of Michigan's College of Pharmacy.

President Bellanca announced that the college just received word that they were selected to receive a Community College Skilled Trades Equipment Fund grant from the State of Michigan.

NEW BUSINESS

New Business

WTMC Facilities Use Agreement

WTMC Facilities Use Agreement

Ms. Linda Blakey, Vice President of Student and Academic Services, briefed the Board on the renewal of the Facilities Use Agreement with WTMC. She noted the agreement will be address the space, IT and mail needs of WTMC.

Executive Search Firm (Action)

Executive Search Firm (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Gill that the Board of Trustees approve a contract with RPA, Inc. as the Executive Search Firm for the Vice President of Instruction job search, for an amount not to exceed $53,000, contingent upon the College administration obtaining a satisfactory contract with the firm.

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.

OLD BUSINESS

Old Business

Proposed update to Board of Trustee Policy 6020 (Action)

Proposed update to Board of Trustee Policy 6020 (Action)

It was moved by Treasurer Horiszny, seconded by Trustee DeVarti, that the Board approve the proposed updates to Board of Trustee Policy 6020 with amendments.

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.

Proposed update to Board of Trustee Policy 5010 (Action)

Proposed update to Board of Trustee Policy 5010 (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee DeVarti that the Board that approve the proposed updates to Board of Trustee Policy 5010 with amendments.

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.

Change Order for Storage and Receiving Building Addition Project (Action)

Change Order for Storage and Receiving Building Addition Project (Action)

It was moved by Trustee Hatcher, seconded by Trustee Gill that the Board of Trustees approve the facility contract change order #2 in the amount of $24,305.00 to Acoustic Ceiling & Partition, Inc. for general trades and carpentry work related to the Storage and Receiving Building Addition Project.

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.

Contract Extension with Current External Auditors, Rehmann (Action)

Contract Extension with Current External Auditors, Rehmann (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Treasurer Horiszny that the Board approve the appointment of the firm Rehmann, Robson, LLC, Certified Accountants, as the College auditors for the years ending June 30, 2015 and June 30, 2016.

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.

Capital Fund Adjustment (Action)

Capital Fund Adjustment (Action)

It was moved by Trustee Hatcher, seconded by Treasurer Horiszny that the Board approve the proposed adjustments and budget increase to the Capital Fund Budget as submitted.

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.

Motion to Adjourn Monthly Meeting and Meet in Closed Session (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Treasurer Horiszny, that the Board adjourn the Monthly Meeting. The motion was adopted. The monthly meeting was adjourned at 8:25 p.m.

Motion to Adjourn Monthly Meeting and Meet in Closed Session (Action)

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair

MINUTES
WASHTENAW COMMUNITY COLLEGE
ANNUAL RETREAT OF THE BOARD OF TRUSTEES
ANN ARBOR, MICHIGAN
FRIDAY, MARCH 6 – SATURDAY MARCH 7, 2015

March 6-7, 2015 Annual Board Retreat

CALL TO ORDER

The annual retreat of the WCC Board of Trustees was called to order by Chair Richard Landau on March 6, 2015 at 4:10 p.m. at Ann Arbor Marriott Ypsilanti at Eagle Crest, Ypsilanti, Michigan.

Present: Chair Richard Landau, Vice Chair Diana McKnight-Morton, Secretary Christina Fleming, Treasurer Pamela Horiszny, Trustee Ruth Hatcher, and Trustee David DeVarti (arrived at 4:46 p.m.).

Absent: Trustee Stephen Gill

Discussion Topics

DISCUSSION TOPICS

Topics discussed during the retreat:

- Strategic Plan & College Goals Update facilitated by Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning & Accreditation.
- Discussion on proposed Federal College Ratings System and Voluntary Framework for Accountability facilitated by Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning & Accreditation.
- Discussion of proposed New Programs, facilitated by Dr. Bill Abernethy, Interim Vice President for Instruction.
- Discussion on Televising Board Meetings, facilitated by Dr. Kathryn Thirolf, Chief of Staff and Mr. Larry Barkoff, General Counsel.
- Discussion of 2015 Honorary Associate Degree in Community Service, facilitated by Chair Landau.
- Discussion on Closed Sessions under Open Meetings Act, facilitated by General Counsel, Mr. Larry Barkoff.
- Discussion on a proposed Fund Balance Policy, Fiscal Year 2015 Financial Forecast, Tuition and Fee Rates and Resolution to Approve Maximum Allowable 2015 – 2016 Tax Levy for Operations, facilitated by Vice President and Chief Financial Officer, Mr. William Johnson.
- Discussion on Funding of New Capital Program: Michigan Community College Skilled Trades Equipment Program, facilitated by faculty members Mr. Michael Duff and Mr. Allen Day, Automotive Services; Mr. Glenn Kay, Welding; Mr. Thomas Penird, Industrial Technology; and Mr. Brandon Tucker, Dean of Advanced Technology and Public Service Careers.

ADJOURNMENT OF ANNUAL RETREAT

Adjournment of Annual Retreat

The annual retreat of the WCC Board of Trustees concluded at 3:04 p.m. on Saturday, March 7, 2015.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair