TAB A

Board of Trustees
Washtenaw Community College

ACTION

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

Subject

April 28th Monthly Meeting May 19th Special Meeting Minutes

Date

May 26, 2015

RECOMMENDATION

That the Board of Trustees approve the minutes of the April 28th Monthly Meeting May 19th Special Meeting Minutes 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, APRIL 28, 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 April 28, 2015 at 6:04 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 *(departed at 8:07 due to illness)*, Secretary Christina Fleming, Treasurer Pamela Horiszny, Trustee David DeVarti *(departed at 10:15)*, Trustee Stephen Gill and Trustee Ruth Hatcher *(departed at 10:15)*,.

APPROVAL OF AGENDA

Approval of Agenda (Action)

It was moved by Secretary Fleming, seconded by Trustee Gill that the Board approve the April 28 Monthly Meeting amended agenda.
The motion was adopted.

APPROVAL OF MINUTES (Action)

Approval of Minutes (Action)

It was moved by Vice Chair Trustee McKnight-Morton, seconded by Trustee Gill, that the minutes of the March 24 Monthly Meeting be approved as submitted.
The motion was adopted.

CITIZEN PARTICIPATION

Citizen Participation

WCC Education Association

WCC Education Association

Ms. Maryam Barrie, WCCEA president and English faculty, spoke to the Board about additional counselors and the Public Hearing Regarding the 2015-16 Budget.

Public Comments

Public Comments

Mr. William Campbell spoke about the SCB Roof and Skylight Replacement and SCB to CLASB Bridge Roof Project.

Ms. Maxine Gibson, English faculty requested the Board consider hiring additional counselors and personal therapists.

Emily Thompson, Life Science Faculty commented on the growth in Environmental Science field. She also thanked Interim VPI Abernethy for finding a solution to the need for the use of the Environmental Lab.

Public Comments (cont'd)

Mr. Steve Kwasny, outgoing President of the Political Club briefed the Board on the climate changes effecting WCC. He also spoke about the student signatures obtained in support of a recycling project.

Mr. Jacob Morris President of the Stems Club spoke about the student proposal to change the recycling receptacles.

Written Communications

Written Communications

The Board received a written communication in regards to the President's evaluation.

The Board received a written communication requisition a media interview.

The Board received an email invite to the Earth Day celebration.

SPECIAL REPORTS

Special Reports

Curriculum and Assessment Report

Curriculum and Assessment Report

Ms. Kelly Gottschang, Digital Arts Faculty and Curriculum Committee Chair, spoke about the need for the purchase of curriculum development software that will allow quicker development and assessment of programs. The software will also allow curriculum development to be all in one place.

Ms. Michelle Garey, Foreign Language Faculty and Assessment Committee Chair briefed the Board about the recent shift in assessment. Assessment is being embedded into courses as a tool used to evaluate student learning. She also informed the Board the Curriculum and Assessment Committees are now joined.

Video Taping Board Meetings

Video Taping Board Meetings

Ms. Kathryn Thirolf, Chief of Staff continued the discussion from the March 2015 retreat. She briefed the board about the available options in regards to videotaping meetings.

MONTHLY REPORTS

Monthly Reports

WCC Foundation Report

WCC Foundation Report

Treasurer Horiszny mentioned the upcoming Women's Council Luncheon in May, in which Sava Lelcaj, owner of Sava's restaurant in Ann Arbor, Babo Markets and Susan Newman, former anatomy professor at the University of Michigan, Nancy Wheeler, former attorney and judge will be honored. Mary Sue Coleman, past president of the University of Michigan, will be the keynote speaker.

WCC Foundation Report (cont'd)

Ms. Horiszny informed the Board the student speaker at graduation was a foundation scholarship recipient. She also informed the Board the Foundation has given 196 spring scholarships totaling $110, 000. 00.

Personnel Recommendations (Action)

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 (March 2015) (Action)

Financial Reports (March 2015) (Action)

It was moved by Treasurer Horiszny, seconded by Gill, that the Board receive the financial reports for March 2015 as submitted. The motion was adopted.

Mr. William Johnson, Vice President and CFO noted the College was on track toward financial goals. Expenditures are trending below and the College is hitting its revenue goals.

Amend the Agenda (Action)

Amend the Agenda (Action)

It was moved by Secretary Fleming, seconded by Trustee Gill to move all action items to current business. The motion was adopted.

OLD BUSINESS

Old Business

Approval of Contract for SCB Roof and Skylight Replacement (Action)

Approval of Contract for SCB Roof and Skylight Replacement (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher that the Board of Trustees approve a construction contract with Calvin & Company, Inc., of Flint Michigan, as glazing contractor for the Student Center Building Skylight System Replacement Project, for an amount not to exceed $388,000; 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

Approval of the Contract for SCB to CLASB Bridge Roof Project (Action)

Approval of the Contract for SCB to CLASB Bridge Roof Project (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher, that the Board of Trustees approve a construction contract with McDonald Roofing & Sheet Metal, Inc., of Jackson Michigan, as roofing contractor for the Student Center Building and Bridge Roof Replacement Project, for an amount

not to exceed $531,748; contingent upon the College administration obtaining a satisfactory contract with the firm.

Approval of the Contract for SCB to CLASB Bridge Roof Project (Action)(cont'd)

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

2015 – 2016 Tuition Rate (Action)

2015 – 2016 Tuition Rate (Action)

It was moved by Trustee DeVarti, seconded by Trustee Hatcher the Board approve the amended tuition rate proposal whereas in-district student tuition rates will not increase in the coming fiscal year and will remain $93 per credit hour for on campus tuition and $103 a credit hour for distance learning. The revenue difference will be made up by raising distance learning tuition learn rate to $136 per credit hour for out of district students and $166 per credit hour for out of state and international distance learning.

A roll call vote was taken. The results were: Chair Landau, no; Vice Chair McKnight-Morton, no; Treasurer Horiszny, no; Secretary Fleming, yes; Trustee DeVarti, yes; Trustee Gill, no; Trustee Hatcher, yes. The motion was not adopted.

It was moved by Treasurer Horiszny, seconded by Trustee Gill the Board approve the recommended 2015-2016 student tuition and fee structure. In the interest of lowering the costs of attendance and encouraging students to register early, and after extensive feedback from the Board of Trustees, the College administration recommends that tuition rates be frozen at current levels for Fall 2015 until July 31st, 2015. Students who pay their tuition in full (or make payment arrangements) on or before July 31st will be able to pay tuition at current levels. Students paying after July 31st will pay the new rates for 2015-2016.

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, no; Trustee Gill, yes; Trustee Hatcher, no. The motion was adopted

Therefore, it is recommended that the following 2015-16 student tuition and fee structure be approved and be effective for payments made after July 31, 2015.

2015 – 2016 Tuition Rate (Action)(cont'd)

2015-16 Tuition and Fee Rates for Credit Courses:

On Campus Tuition Rates:	Student Fees per Transaction:
In-District - $94/credit hour	**Late Registration** - $25
Out-of-District - $152/credit hour	**Delinquent Payment** - $25
Out-of-State - $202/credit hour	**Duplicate Diploma** - $20
Work In-District - $94/credit hour	**Returned Check** - $25
Property In-District - $94/credit hour	**Special Transcript Service** - $20
International - $232/credit hour	**Student ID Card Replacement** - $10
Distance Learning Tuition Rates:	**Loan Processing Fee** - $25
In-District - $106/credit hour	
Out-of-District - $107/credit hour	**Department Course Fees:**
Out-of-State - $107/credit hour	**Dental (ADAEP) Clinical Validation** - $149
Work In-District - $106/credit hour	**Police Academy Program:** - **Supplies** - $500 - **Special Off-Site Training** - $400 - **Firearms Range Use** - $500
Property In-District - $106/credit hour	**Fine Arts: Ceramics Supplies** - $40
International - $107/credit hour	
Student Fees per Credit Hour:	
Technology/Enrollment Fee - $7/cr hr	
Credit by exam - $25/cr hr	
Course Repeat Fee - $200/cr hr	

NEW BUSINESS

New Business

2015 Honorary Associates Degree in Community Service Recipient (Action)

2015 Honorary Associates Degree in Community Service Recipient (Action)

It was moved by Treasurer Horiszny, seconded by Trustee Hatcher that the Board of Trustees award the Honorary Associate Degree in Community Service to Ms. Mary (Molly) Hunter Dobson for her extraordinary support of Washtenaw Community College and its students and for leading a life of service that has benefited our entire community.
The motion was adopted.

Candidates for Graduation (Action)

Candidates for Graduation (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Secretary Fleming, that the Board of Trustees approve the candidates for graduation as submitted.
The motion was adopted.

Proposed update to Board of Trustee Policy 2030 (Action)

Proposed update to Board of Trustee Policy 2030 (Action)

Ms. Linda Blakey, Vice President of Student and Academic Services briefed the Board on the proposed changes to policy 2030. She noted the changes are due to VA requirements of specific language in the residential policies.

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.

Remarks of Members of Board of Trustees

Remarks of Members of Board of Trustees

Secretary Fleming mentioned she was impressed with the Student Recyclying proposal that Steve Kwansy and other presented. She inquired if this project would fall under student success in the strategic plan. She also noted she would like the administration to look in the issue of personal counselors.

Trustee Gill praised the student table at Earth Day.

Trustee Hatcher thanked Ms. Lisa Veasey, the writing program she coordinates. It has grown tremendously In the last 5 years. She also congratulated Mr. David Fitzpatrick on the publication of his book. Trustee Hatcher also spoke about the VOICE inquiring when the editorial Board will be reinstated.

Trustee DeVarti thanked the administration for researching the options of videotaping Board meetings. He will bring a proposal to the June meeting. Trustee DeVarti would like videotaping implemented in September if possible.

President's Remarks

President's Remarks

President Bellanca congratulated the WCC students Dalia Alsai, Brian Puninske and Matt Wilken who took home a Michigan Emmy. She also mentioned WCC Campus Explorer day. Eighty percent of the 11th and 12th graders who participates indicate they are more likely to attend WCC.

President Bellanca thanked Ms. Dena Blair for her service as interim dean. She noted Ms. Kristen Good will assume Dena's role on an interim basis.
She congratulated Ms. Valerie Greaves on her appointment of Health Dean.

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, spoke about the history, current funding and future projects of the deferred maintenance fund. He also talked about the wear and tear of campus building and the condition on the facility condition index. He noted 60% of future projects have not been funded.

Copier Lease Agreement and Copy Center (Discussion)

Ms. Barbara Fillinger, Director of Budget, Purchasing and Auxiliary Services, briefed the Board about the College's current vendor and the benefits of contracting a new vendor that will increase student access.

Campus Wide Wireless Network/Internet Access Project (Discussion)

Mr. William Johnson, Vice President and CFO briefed the board about the project recommendations. He noted the IT department would do the installation of 250 devices. The project would allow for better wireless coverage across campus.

FY 15 Parking Lots and Access Drives Resurfacing Project (Discussion)

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, spoke about the parking lots that need to be resurfaced. He mentioned the project was budgeted for as part of the deferred maintenance fund.

Application for Liquor Licenses (4 Dates) – Ironworkers Summer Conference (Action)

It was moved by Trustee Gill, seconded by Secretary Fleming, that the Board of Trustees, through its duly authorized officers, make application to the Liquor Control Commission for a special License for the sale of either beer and wine or beer, wine, and spirits for consumption on the premises of Washtenaw Community College and with all adequate precautions to be in effect on the following days: July 11, July 14, July 15, and July 16, 2015.
The motion was adopted.

PUBLIC HEARING REGARDING THE 2015-2016 BUDGET

It was moved by Treasurer Horiszny, seconded by Trustee Gill that the Board open the public hearing on the resolution for property taxes. The motion was adopted. Chair Landau opened the public hearing on WCC's 2015 -16 property tax levy in compliance with the requirements of Act 5, Public Acts of Michigan 1982. No public comments were made. A motion was made by Trustee Gill to close the public hearing, seconded by Treasurer Horiszny. The motion was adopted. The public hearing was closed.

Resolution to Adopt the 2015-16 Tax Levy for General (Discussion)

Mr. William Johnson, Vice President and CFO informed the exact amount has varying factors and could be potentially less depending on property tax revenues.

Copier Lease Agreement and Copy Center (Discussion)

Campus Wide Wireless Network/Internet Access Project (Discussion)

FY 15 Parking Lots and Access Drives Resurfacing Project (Discussion)

Application for Liquor Licenses (4 Dates) – Ironworkers Summer Conference (Action)

Public Hearing Regarding the 2015-2016 Budget

Resolution to Adopt the 2015-16 Tax Levy for General (Discussion)

Review of the Proposed 2015-16 Budget (Discussion)

Discussion of the Proposed 2015-16 Budget (Discussion)

Mr. Bill Johnson, CFO and Vice President, presented the budget process and the proposed 2015-16 budget. He indicated the eight priorities of the Strategic Plan provide the framework for development of the budget. He also talked about the basis of non-personnel costs and historical spending levels.

Amendment to Calendar of Monthly Meetings (Action)

Amendment to Calendar of Monthly Meetings (Action)

It was moved by Trustee DeVarti , seconded by Trustee Gill that the Washtenaw Community College Board of Trustees amend the 2015 Calendar of Monthly Meetings to change the May 26, 2015 Monthly Meeting to May 28, 2015. The motion was adopted.

Motion to Recess Monthly Meeting (Action)

Motion to Recess Monthly Meeting (Action)

It was moved Treasurer Horiszny, seconded by Trustee Gill that the Board of Trustees recess the monthly meeting to meet in closed session to discuss pending litigation (Gelderloos v. WCC). The motion was adopted.

Motion to Reconvene Meeting (Action)

Motion to Reconvene Meeting (Action)

It was moved by Treasurer Horiszny, seconded by Trustee Gill that the Board reconvene the April 28th Monthly meeting at 10:17 p.m. 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 March 24 Closed Session be approved. The motion was adopted.

Approval of Settlement Gelderloos v WCC Lawsuit (Action)

Approval of Settlement Gelderloos v WCC Lawsuit (Action)

It was moved by Trustee DeVarti, seconded by Treasurer Horiszny that the Board approve the proposed tentative lawsuit settlement agreement between Stephanie Gelderloss and the College on the terms discussed in the April 28, 2015 closed session board meeting and authorize President Bellanca to sign the agreement on behalf of the WCC Board of Trustees.

A roll call vote was taken. The results were: Chair Landau, yes; Treasurer Horiszny, yes; Secretary Fleming, yes; Trustee Devarti, yes; and Trustee Gill, yes. *(Vice Chair McKnight-Morton, and Trustee Hatcher had departed the meeting before the vote was taken.)* The motion was adopted

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Treasurer Horiszny, seconded by Trustee Gill that the Board adjourn the April 28, 2015 Monthly Meeting of the Board of Trustees. The motion was adopted. The meeting adjourned at 10:22 p.m.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau

Chair

MINUTES
WASHTENAW COMMUNITY COLLEGE
SPECIAL MEETIMG OF THE BOARD OF TRUSTEES
TUESDAY, MAY 19, 2015

CALL TO ORDER

CALL TO ORDER MAY 19, 2015 SPEACIAL MEETING

The Special Meeting of the Board of Trustees of Washtenaw Community College was called to order by Chair Richard Landau on May 19, 2015 at 6:05p.m. The Health & Fitness Center at Washtenaw Community College, 4833 E. Huron River Drive, Ann Arbor, Michigan.

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

APPROVAL OF AGENDA

APPROVAL OF AGENDA

It moved by Treasurer Horiszny seconded by Trustee Gill that the agenda be amended to include Remarks of Members of the Board of Trustees. The motion was unanimously supported. The motion was adopted.

Public Comment

Public Comment

Ms. Maryam Barrie, WCCEA President and English faculty member spoke to the Board about the recent letter sent out by the Deans in regards to the WCCEA rebuttal sent to HLC. She also talked about WCCEA negotiations.

Mr. William Campbell spoke about the SCB Roof and Skylight Replacement and SCB to CLASB Bridge Roof Project.

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Trustee Hatcher praised the Washtenaw Voice staff for producing a stellar paper. She would like to personally thank Natalie Wright, EJ Stout, Paulette Parker, Sofia Lynch, Colleen Mulder-Seward, M.M. Donaldson, Erin Fedeson, Myisha Kinberg, Taylor Mabelitini, Taylor Robinson, Ben Ellsworth, Erik Morris, Sanaa Naeem, Nina Di Mauro, Gary Bancroft, Rachel Duchene, Brandon Howell, Marc Pardo and Becky Alliston.

DISCUSSION ITEM

Discussion Item

Review of the Proposed 2015-16 Budget (Discussion)

Review of the Proposed 2015-16 Budget (Discussion)

Mr. Bill Johnson, CFO and Vice President, updated the Board on the proposed 2015-16 budget and questions related to the budget process.

NEW BUSINESS

Amendment to Calendar of Monthly Meetings (Action)

It was moved by Trustee McKnight-Morton , seconded by Trustee Gill that the Washtenaw Community College Board of Trustees amend the 2015 Calendar of Monthly Meetings to change the May 28, 2015 Monthly Meeting to May 26, 2015. The motion was adopted.

ADJOURNMENT

It was moved by Trustee Gill, seconded by Treasurer Horiszny, that the Board adjourn the May 19, 2015 Special Meeting of the Board of Trustees. The motion was adopted. The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair

NEW BUSINESS

Amendment to Calendar of Monthly Meetings (Action)

Adjournment