Board of Trustees
Washtenaw Community College

TAB A

ACTION

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

Subject
October 27th Monthly Meeting

Date
November 17, 2015

RECOMMENDATION

That the Board of Trustees approve the minutes of the October 27th Monthly Meeting as submitted.

Prepared by: Vanessa Brooks
Title: Executive Associate to the President and Board of Trustees

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

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, OCTOBER 27, 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 October 27, 2015 at 6:05 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 *(arrived at 6:20 p.m)*, Secretary Christina Fleming, Trustee David DeVarti, and Trustee Ruth Hatcher.

Present through Electronic Participation: Trustee Stephen Gill

Approval of the Agenda (Action)

Approval of Agenda (Action)

It was moved by Trustee Hatcher, seconded by Trustee DeVarti that the Board approve the October 27th Monthly Meeting agenda. The motion was adopted.

Approval of Electronic Participation of a Trustee (Action)

Approval of Electronic Participation of a Trustee (Action)

It was moved by Trustee DeVarti, seconded by Secretary Fleming that the Board of Trustees approve the electronic participation of Trustee Stephan Gill during the October 27, 2015 Board of Trustees Monthly Meeting, per the requirements set forth in the WCC Board of Trustees Revised By-Laws as of March 25, 2014.

Approval of Minutes (Action)

Approval of Minutes (Action)

It was moved by Trustee Hatcher, seconded by Trustee DeVarti that the Board approve the minutes of the September 21st Monthly Meeting.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, (not present yet for the vote); Secretary Fleming, yes; Trustee DeVarti, yes; Trustee Gill, yes (electronically); and Trustee Hatcher, yes. The motion was adopted.

CITIZEN PARTICIPATION

Citizen Participation

WCC Education Association

WCC Education Association

Ms. Maryam Barrie, WCCEA President and English faculty member spoke to the Board about the recent Testing Center Closures.

Ms. Barrie voiced her concern with how the administration will support faculty in light of the October 1, 2015 HLC faculty qualifications.

Public Comment

Public Comment

Alex Milshteyn summarized to the Board about how his current position as a WTMC Board member and WCC Alumni would make him the right candidate for the board vacancy.

Dilip Das explained to the Board how his current position at University of Michigan would lend him to be best candidate for the vacant board seat.

Written Communications

The Board received two written communications.

Motion to move Appointment of new Board Member to fill vacancy to current business (Action)

It was moved by Trustee DeVarti, seconded by Secretary Fleming to amend the October 27th agenda to move the appointment of new Board Member to fill vacancy to current business.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Secretary Fleming, yes; Trustee DeVarti, yes; Trustee Gill, yes(electronically); and Trustee Hatcher, yes. The motion was adopted.

Appointment of new Board Member to fill vacancy (Action)

It was moved by Trustee DeVarti, seconded by Secretary Fleming to enter into nominations Alex Milshteyn and Dilip Das as candidates to fill Board member vacancy.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Secretary Fleming, yes; Trustee DeVarti, yes; Trustee Gill, yes(electronically); and Trustee Hatcher, yes. The motion was adopted.

Discussion among Board members indicated both candidates were impressive, extremely qualified and would be an asset to the Board.

A roll call was taken results were 3, Alex Milshteyn and 3, Dilip Das.

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher to reconsider another vote for the vacant Board seat.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Secretary Fleming, yes; Trustee DeVarti, yes; Trustee Gill, yes(electronically); and Trustee Hatcher, yes. The motion was adopted.

A roll call was taken results were 1, Alex Milshteyn and 5, Dilip Das.

Trustee Gill departed the meeting.

SPECIAL REPORTS

Pharmacy Technology Program

Ms. Valerie Greaves, Dean of Health Sciences introduced Ms. Keila Samuels, Pharmacy Technology Faculty.

Written Communications

Motion to move Appointment of new Board Member to fill vacancy to current business (Action)

Appointment of new Board Member to fill vacancy (Action)

SPECIAL REPORTS

Pharmacy Technology Program

Pharmacy Technology Program(con't)

Dr. Samuels briefed the Board of the new State of Michigan licensure requirements for pharmacy technicians. She also highlighted WCC's Pharmacy Technology Program.

Radiography Winners

Radiography Winners

Ms. Valerie Greaves, Dean of Health Sciences introduced Radiography Faculty members, Connie Foster, William Nelson and Jim Skufis.

Mr. Nelson, spoke about Michigan Society of Radiography competition. WCC student competed against 2 and 4 year schools. Aaron Amin placed 1st in the Student Bee Competition. Brittany Tomlin placed 3rd in the Student Bee Competition. Michelle Rhodes & Ashley Zavala placed 1st in Scientific Display.

WCC student competed against 4year school. This is WCC's 4th year obtaining the traveling trophy.

Annual and Fall Enrollment Report

Annual and Fall Enrollment Report

Ms. Linda Blakey, Vice President for Student and Academic Services, presented highlights of the 2014-15 annual enrollment report. Ms. Blakey noted there continues to be enrollment growth in mixed mode, dual enrollment and online courses. She also talked about strategies which have been put in place to increase enrollment. These strategies have maintained the applicant to enrollment yield rate at 42%.

Vendor Diversity

Vendor Diversity

Ms. Barbara Fillinger, Director of Budget, Purchasing, and Auxiliary Services, presented the Vendor Diversity Report for fiscal year 2014.

MONTHLY REPORTS

Monthly Reports

Personnel Recommendations (Action)

Personnel Recommendations (Action)

It was moved by Trustee Hatcher, seconded by Secretary Fleming that the Board approve the personnel recommendations as submitted. The motion was adopted.

HLC Faculty Requirements

HLC Faculty Requirements

Mr. Michael Nealon, Vice President of Instruction, briefly highlighted the Board on the anticipated steps that will be taken to ensure the College is in compliance with the HLC Faculty Qualifications issued October 1, 2015.

MPSERS Contribution

MPSERS Contribution

Mr. William Johnson, Vice President and CFO informed the Board about the request made by the Office of Retirement Services in regards to professional

service leave and/or release time for reporting unit employees. He noted based on the law reimbursement would be required.

MPSERS Contribution (con't)

Financial Reports (September 2015)(Action)

Financial Reports (September 2015)(Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher that the Board receive the Financial Reports for September 2015 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds.

Mr. William Johnson, Vice President and CFO, informed the Board the college was slightly below forecasted tuition revenue. However the property tax revenue is trending higher than forecasted.

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety updated the Board on the progress of SCB roof project. He noted staff and faculty will be moved back to their offices during the Winter Break.

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Trustee Hatcher thanked Faculty, the Board and President Bellanca for their well wishes during her recuperating. Trustee Hatcher noted she did not agree with former Trustee Horiszny's comment at the last meeting.

President's Remarks

President's Remarks

President Bellanca did not make any comments.

NEW BUSINESS

New Business

Proposed BOT Policy 8080 Sexual Misconduct *(1st Reading)*

Proposed BOT Policy 8080 Sexual Misconduct *(1st Reading)*

Ms. Linda Blakey, Vice President of Student and Academic Services, explained to the Board that proposed BOT Policy 8080 would replace BOT Policy 5080. Ms. Blakey noted BOT Policy 5080 will provide a clear and forceful statement regarding the College's prohibition against sexual misconduct.

MLB Air Conditioning Chillers Replacement

MLB Air Conditioning Chillers Replacement

Mr. Damon Flowers, Vice President of Facilities, Grounds, and Campus Safety, informed the Board that the MLB Air Conditioning Chillers Replacement project will be a 2 step process. The first part of the project will be the solicitation of cost proposals from qualified chiller manufacturers. The second part of the project, for the installation and construction.

Catering Contract

Catering Contract

Ms. Barbara Fillinger, Director of Budget, Purchasing and Auxiliary Services, explained to the Board the process followed in the vender selection process of the recommend Catering Contract with Fabulous Foods.

CC STEP Grant Capital Equipment Purchases (Phase 2)

CC STEP Grant Capital Equipment Purchases (Phase 2)

Mr. Brandon Tucker, Dean of Advance Technologies and Public Service careers, spoke to the Board about the contracts needed to support phase 2 of the capital equipment purchases related to the CC STEP Grant for the Welding and Fabrication department

OLD BUSINESS

Old Business

Receipt Audit Report (Action)

Receipt Audit Report (Action)

It was moved by Trustee Hatcher, seconded by Secretary Fleming, that the Board receive the year 2014 - 15 audit report as submitted.

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

Approval of 2015-16 Program Proposals from 3 + 1 Articulation Agreements (Action)

Approval of 2015-16 Program Proposals from 3 + 1 Articulation Agreements (Action)

It was moved by Trustee Hatcher, seconded by Secretary Fleming, that the Board of Trustees approves the 2015-2016 program proposals from 3+1 articulation agreements as submitted.

2017 - 2021 WCC Capital Outlay Plan (Action)

2017 - 2021 WCC Capital Outlay Plan (Action)

It was moved by Trustee Hatcher, seconded by Secretary Fleming that the Board of Trustees approve the Five-Year Capital Outlay Plan for fiscal years 2017 - 2021 as submitted.

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

CC STEP Grant Capital Equipment Purchases (Phase 1) (Action)

CC STEP Grant Capital Equipment Purchases (Phase 1) (Action)

It was moved by Trustee Hatcher, seconded by Vice Chair McKnight-Morton that the Board of Trustees approve the contracts listed below for the purchase of capital equipment related to the CC STEP Grant not to exceed $1,107,749.

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

CC STEP Grant Capital Equipment Purchases (Phase 1) (Action)(con't)

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee Hatcher, seconded by Secretary Fleming that the Board move into adjourn the Monthly Meeting. The motion was adopted. The Monthly Meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair