Board of Trustees
Washtenaw Community College

TAB A

ACTION

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

Subject
May 24th Monthly Meeting and June 21st Special Meeting

Date
June 28, 2016

RECOMMENDATION

That the Board of Trustees approve the minutes May 24th Monthly Meeting and June 21st Special Meeting as submitted.

Prepared by: Vanessa Brooks
Title: Executive Administrator to the President and Secretary to 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, MAY 24, 2016

CALL TO ORDER

Call to Order

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Richard Landau on May 24, 2016 at 4:05 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, Treasurer Stephen Gill, Secretary Christina Fleming *(arrived at 4:12),* Trustee Dilip Das, Trustee David DeVarti, and Trustee Ruth Hatcher.

Approval of the Agenda (Action)

Approval of Agenda (Action)

It was moved by Vice Chair McKnight-Morton seconded by Treasurer Gill that the Board approve the May 24th Monthly Meeting agenda. The motion was adopted.

Approval of Minutes (Action)

Approval of Minutes (Action)

It was moved by Vice Chair McKnight-Morton seconded by Trustee Das that the Board approve the amended minutes of the April 26th Monthly Meeting. The motion was adopted.

CITIZEN PARTICIPATION

Citizen Participation

WCC Education Association

WCC Education Association

Mr. David Fitzpatrick, WCCEA President and Social Science faculty, informed the Board that the WCCEA Board voted to endorse WCC's millage renewal.

Mr. Fitzpatrick mentioned former WCC graduate Lindsey Smith who has been recognized nationally for her reporting on the Flint Water Crisis.

Public Comment

Public Comment

There were no public comments

Written Communications

Written Communications

There were no written communications.

SPEACIAL REPORTS

SPEACIAL REPORTS

Mandatory Audit Communication

Mandatory Audit Communication

Ms. Michelle Fowler of Rehmann Robson mentioned the type and scope of professional services Rehman Robson offers to the Board. She mentioned key audit communications and new accounting pronouncements.

Strategic Plan and College Goals Accomplishments 2015 - 16

Strategic Plan and College Goals Accomplishments 2015 - 16

President Bellanca began the presentation by reminding the Board of the 2011-12 charge given to the President to create a Strategic Plan. She spoke about the six month process which involved input from students, faculty, staff and community members and leaders.

Dr. Julie Morrison, Executive Director of institutional Effectiveness, Planning and Accreditation, mentioned that student success was at the heart of the strategic priorities. She spoke to the Board about WCC's student success metrics. Lastly she shared the process by which faculty projects are funded through the strategic planning fund. To date almost $60,000 faculty projects have been funded.

Ms. Cristy Lindemann, Construction Technology Faculty, spoke about her work as a team leader on the cross-campus committee charged with coordinating professional development, noting several accomplishments that include a community webpage, panels and professional development tracking.

Mr. Arnett Chisholm, Dean of Student Diversity and Inclusion, referenced and thanked the Board for their recent policy change in the nondiscrimination policy which has encouraged positive impact on our students. He also spoke about a recent panel held for Women's History Month in which over 75 people attended.

Ms. Kristin Good, Dean of Arts and Science, spoke about the team of faculty working on OERS, mentioning upcoming sabbaticals. She also mentioned working with the faculty on ways to keep curriculum and assessment up to date.

Dr. Kimberly Hurns, Dean of Business and Computer Technologies, mentioned a more intentional effort to put more programs online. Currently Deans and Faculty are working on being the first in the country to have an animation program online. She noted that enrollment in online programs has increased over 22 percent.

Ms. Linda Blakey, Vice President of Student and Academic Services, stated that the administration is continuing to gather feedback from across campus on the idea of CRO's on campus and will attend ACCT College Safety Summit in June.

Ms. Elizabeth Orbits, Dean of Student Support, talked about the advising syllabus Counselors are using. She also mentioned that after analyzing SARS data, it was determined that the student usage of personal counseling is underutilized based on full time LPC staffing.

Ms. Linda Blakey, Vice President of Student and Academic Services, noted online and in person orientation have been updated. She also talked about recommendation made by college secret shoppers.

Mr. Terry Abrams, Digital Media Arts Faculty, thanked the Board for the global programs and international experiences like Morocco and Turkey. He mentioned faculty are interested and would like to see the college expand internationally.

AMENDED

Mr. James Skufis, Radiography Faculty, thanked Board for their support. He mentioned being in the process of looking for international experiences that are meaningful and accessible and affordable for students

Ms. Claire Sparklin, Communication Faculty, explained to the Board about the Center for Teaching and Learning as well as the Faculty Portal. She noted that the library has created resource guides for over 50 courses, which is helpful in the creation and development of OERs.

Mr. Brandon Tucker, Dean of Advanced Technology and Public Service Careers, talked about the ATC which is a collaboration across the college and faculty across divisions. He also mentioned the CC STEP Grant equipment that is being installed.

Mr. Michael Galea, Computer Technology Faculty, spoke about the website redesign project that will conclude June 2017. He informed the Board that employers call WCC frequently inquiring about hire our students.

Mr. Niko Dawson, Dean of Economic and Community Development, briefed the Board on how the college is improving and enhancing apprenticeships programs at WCC. He noted that there are 38 registered apprentices on campus.

Ms. Valerie Greaves, Dean of Health Sciences, spoke briefly about the success of the WCC to EMU nursing program developed by a collaboration of WCC and EMU nursing faculty.

Mr. William Johnson, Vice President and CFO, spoke about how the college's goal of student affordability was accomplished by freezing tuition for in district students. He also stated that many initiatives are being funded to increase student completion.

Mr. Damon Flowers, Vice President of Facilities and Campus Safety, informed the Board that the College has reduced energy consumption by almost 20%. He spoke briefly about the Local Food Summit was a 99.4% waste free event. Lastly he noted that the College was in the midst of a space utilization study to ensure space use efficiency.

Ms. Monique James, Chief of Staff, mentioned the various services to the community that WCC offers. She noted the recent science fair that brought over 300 students to the campus.

MONTHLY REPORTS

MONTHLY REPORTS

Personnel Recommendations (Action)

Personnel Recommendations (Action)

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

Financial Reports (April 2016) (Action)

Financial Reports (April 2016) (Action)

It was moved by Treasurer Gill seconded by Trustee Hatcher that the Board receive the Financial Reports for April 2016 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

AMENDED

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities and Campus Safety informed the Board the equipment installation for the CC STEP Grant was on schedule.

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Chair Landau noted that the WTMC and WCC Commencement were the same day and were comprised of an amazing group of students. He also thanked Associate Vice President of Recruitment and Student Enrollment, Evan Montague, and Director of Student Records, Kathy Currie, and all their staff that worked on the 2016 commencement.

Vice Chair McKnight-Morton mentioned the great work done on the Honors Convocation and Commencement. She also mentioned her recent experience when visiting MCity.

Treasurer Gill also talked about his recent experience at MCity noting connected and autonomous vehicles will change overnight and WCC must be ready to respond.

Trustee Hatcher expressed her appreciativeness for gender neutral bathrooms on campus. She also mentioned her recent experience at Parkridge.

Trustee DeVarti mentioned the upcoming ACCT Summit on Safeguarding College Campuses in June encouraging other Trustees to attend.

President's Remarks

President's Remarks

President Rose Bellanca thanked Associate Vice President of Recruitment and Student Enrollment, Evan Montague, and Director of Student Records, Kathy Currie, and all the staff that worked hard on the 2016 commencement.

President Bellanca also thanked Dean of Support Services, Elizabeth Orbits, and Vice President of Student and Academic Services, Linda Blakey, and their support staff for their work on the Winter Honors Convocation.

OLD BUSINESS

OLD BUSINESS

Approval of Capital Fund Adjustment (Action)

Approval of Capital Fund Adjustment (Action)

It was moved by Treasurer Gill seconded by Trustee DeVarti that the Board approve the proposed adjustments 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 Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

AMENDED

CLASB Window Precast Sill Replacement Contract Award (Action)

CLASB Window Precast Sill Replacement Contract Award (Action)

It was moved by Treasurer Gill seconded by Trustee Das that the Board approve a construction contract with Royal Restoration & Waterproofing, Inc., of Livonia Michigan, as precast contractor for the CLASB Third Floor Precast Concrete Sill Replacement Project, for an amount not to exceed $131,912.00; 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 Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

CLASB Window Replacement Contract Award (Action)

CLASB Window Replacement Contract Award (Action)

It was moved by Treasurer Gill seconded by Trustee Das that the Board approve a construction contract with Calvin & Company, Inc., of Flint Michigan, as glazing contractor for the CLASB Third Floor Window Replacement Project, for an amount not to exceed $195,000; 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 Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

FY 15 Parking Lots Replacement Change Order #4 (Action)

FY 15 Parking Lots Replacement Change Order #4 (Action)

It was moved by Treasurer Gill seconded by Trustee Das that the Board approve construction contract change order #4 and increase the construction contract for asphalt paving work related to the FY 15 Parking Lots Replacement Project, awarded to Allied Construction, Inc., of Clarkston Michigan in the amount of $10,901.56.

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

Resolution to Approve the 2016 - 17 Tax Levy Rate for General Operations (Action)

Resolution to Approve the 2016 - 17 Tax Levy Rate for General Operations (Action)

It was moved by Vice Chair McKnight-Morton seconded by Trustee DeVarti that the Board approve the 2016-17 Tax Levy of 3.436 mills for operations, as submitted. The 3.436 mills will generate approximately $51,597,824 of tax revenue.

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

AMENDED

Approval of Proposed 2016 -17 Budget (Action)

Approval of Proposed 2016 -17 Budget (Action)

It was moved by Trustee DeVarti, seconded by Trustee Hatcher that the Board approve the amended resolution of the Revenue and Expense Analysis and 2016-17 Budget. The amended general outline budget presented reflects a transfer of $330,000 originally proposed in the detailed budget to hire Sheriff deputies to a separate capital expenditure line item to be allocated in the future as explained by the VP and CFO Bill Johnson.

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

NEW BUSINESS

New Business

Ratification of Appendix E to the WCCEA Part-Time Adjunct Master Agreement (Action)

Ratification of Appendix E to the WCCEA Part-Time Adjunct Master Agreement (Action)

It was moved by Trustee Hatcher seconded by Treasurer Gill that the Board ratify the proposed three-year agreement effective August 16, 2016, continuing through August 15, 2019, between Part-Time Adjunct Teaching Faculty, affiliate with Michigan Education Association/National Education Association and the Washtenaw Community College Board of Trustees.

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

Reappointments of the Washtenaw Technical Middle College (WTMC) Board of Directors (Action)

Reappointments of the Washtenaw Technical Middle College (WTMC) Board of Directors (Action)

It was moved by Treasurer Gill seconded by Trustee Hatcher that the Board approve the reappointment of the following Washtenaw Technical Middle College Board of Directors:

- Jan Gensheimer for a term of three years ending April 30, 2019
- Margaret A. Talburtt for a term of three years ending April 30, 2019
- Stuart E. White for a term of three years ending April 30, 2019

The motion was adopted.

Enterprise Storage Solutions

Enterprise Storage Solutions

Mr. William Johnson, Vice President and CFO, introduced Michael Aldrich, Director of System Administration, and Francisco Roque, Lead System Engineer, who both explained to the Board the need to expand out storage capacity which will increase data reliability.

2016-17 Part-Time Support Staff Club Sports Coaches Salary (Action)

2016-17 Part-Time Support Staff Club Sports Coaches Salary (Action)

It was moved by Trustee Hatcher seconded by Treasurer Gill that the Board 2016-17 Part-Time Support Staff Club Sports Coaches Salary as submitted.

AMENDED

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

Capital Equipment Purchases

Capital Equipment Purchases

Mr. Damon Flowers, Vice President of Facilities and Campus Safety explained to the Board the capital equipment purchases would be replacing old and unsafe equipment.

Proposed Approval of 2016 -17 Faculty Sabbaticals (Action)

Proposed Approval of 2016 -17 Faculty Sabbaticals (Action)

It was moved by Trustee Hatcher seconded by Trustee DeVarti that the Board approve the requested 2016-2017 Faculty Sabbatical Leaves as listed as submitted.
The motion was adopted.

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Vice Chair McKnight-Morton seconded by Treasurer Gill that the Board move to adjourn the monthly meeting and move into closed session. The motion was adopted. The Monthly Meeting was adjourned at 6:44 p.m.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair

AMENDED

MINUTES
WASHTENAW COMMUNITY COLLEGE
SPECIAL MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JUNE 21, 2016

CALL TO ORDER

CALL TO ORDER

The Special Meeting of the WCC Board of Trustees was called to order by Chair Richard Landau on June 21, 2016 at 4:03 p.m. in Room 211, Student Center Building, 4800 E. Huron River Drive, Ann Arbor, Michigan.

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

APPROVAL OF AGENDA (ACTION)

APPROVAL OF AGENDA (ACTION)

It moved by Vice Chair McKnight-Morton seconded by Trustee Hatcher that the Board approve the June 21 Special Meeting agenda. The motion was adopted.

Public Comment

Public Comment

There were no public comments

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Trustee Hatcher mentioned her recent experience at Parkridge. She encouraged Trustees to give funds to support a child attending summer camp at Parkridge.

Trustee DeVarti thanked General Counsel Barkoff and Vice President Blakey for attending the recent ACCT Summit on Safety with him, noting that he would elaborate at the June monthly meeting.

MOTION TO ADJOURN AND MEET IN CLOSED SESSION (ACTION)

MOTION TO ADJOURN AND MEET IN CLOSED SESSION (ACTION)

It was moved by Trustee DeVarti, seconded by Vice Chair McKnight-Morton that the Board adjourn the June 21, 2016 Special Meeting of the WCC Board of Trustees and move into closed session. The motion was adopted. The meeting adjourned at 4:06 p.m.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair