Board of Trustees
Washtenaw Community College

TAB A

ACTION

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

Subject
Approval of Minutes

Date
November 28, 2017

RECOMMENDATION

That the Board of Trustees approve the minutes of the October 24th Monthly 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, OCTOBER 24, 2017

CALL TO ORDER

Call to Order

The Monthly Meeting of the WCC Board of Trustees was called to order by Vice Chair Christina Fleming on October 24, 2017 at 6:03 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Vice Chair Christina Fleming, Treasurer Bill Milliken, Secretary Angela Davis, Trustee David DeVarti, Trustee Ruth Hatcher and Trustee Richard Landau *(departed at 7:00 p.m.)*

Absent: Chair Diana McKnight-Morton

Moment of Silence

Moment of Silence

Vice Chair Fleming asked for a moment of silence to honor the memory and the contributions that Representative Mary Schroer made to the WCC, the Community and the State. Representative Schroer served on the WCC Board of Trustees from 1999-2004.

Approval of the Agenda (Action)

Approval of Agenda (Action)

It was moved by Treasurer Milliken and seconded by Secretary Davis that the Board approve the October 24th Monthly Meeting agenda. The motion was adopted.

Motion to Amend the Agenda (Action)

Motion to Amend the Agenda (Action)

It was moved by Trustee DeVarti and seconded by Trustee Landau that the Agenda be amended to move Citizen Participation before the Closed Session and move action items to current business in opposite order after the Closed Session. The motion was adopted

Approval of Minutes (Action)

Approval of Minutes (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board approve the minutes of the September 19th 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 declined to comment.

Public Comments

Public Comments

There were no public comments.

Written Communications

Written Communications

There were three communications received.

Motion to Recess and Move into Closed Session (Action)

Motion to Recess and Move into Closed Session (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board recess and move into Closed Session. The motion was adopted. The meeting recessed at 6:09 p.m.

The meeting reconvened at 6:25 p.m.

Ratification of the Washtenaw Community College Office Professional/Technical (OPT) Association Collective Bargaining Agreement (Action

Ratification of the Washtenaw Community College Office Professional/Technical (OPT) Association Collective Bargaining Agreement (Action

It was moved by Trustee DeVarti and seconded by Treasurer Milliken that the Board ratify the proposed three-year collective bargaining agreement effective October 25, 2017, continuing through June 30, 2020, between the Washtenaw Community College Office Professional/Technical (OPT) Association and the Washtenaw Community College Board of Trustees.

A roll call vote was taken: Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted.

Change to 2017 Schedule of Monthly Board Meetings (Action)

Change to 2017 Schedule of Monthly Board Meetings (Action)

It was moved by Treasurer Milliken and seconded by Trustee Landau that the Board change the start time of its regular scheduled November 28th Board of Trustees meeting from 6:00 pm to 3:00 pm and that the Board establish and hold their annual Fall Retreat on November 28th at 6:00 pm. Both meetings to be held in the Community Room of the Student Center Building.

A roll call vote was taken: Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted.

2019 - 2023 WCC Capital Outlay Plan (Action)

2019 - 2023 WCC Capital Outlay Plan (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that the Board approve the Five-Year Capital Outlay Plan for fiscal years 2019 - 2023 as submitted.

A roll call vote was taken: Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted.

Receipt of FY17 Audit Report (Action)

Receipt of FY17 Audit Report (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board receive the FY 17 Audit Report as submitted.

A roll call vote was taken: Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted.

Financial Reports (September 2017) (Action)

Financial Reports (September 2017) (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board receive the Financial Reports for September 2017 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Personnel Recommendations (Action)

Personnel Recommendation (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that the Board approve the personnel recommendations as listed. The motion was adopted.

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities Development and Operations informed the Board that the BEB Broiler project is finishing up and the BEB terminal fan project will be begin soon. Lastly, he mentioned the SEMCOG project that would require the Board to approve an easement at a later date.

SPECIAL REPORTS

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Surgical Technology Program Recognition

Surgical Technology Program Recognition

Dr. Valerie Greaves, Dean of Health Sciences explained to the Board the success of WCC Faculty Member Ms. Elizabeth Connors with the Surg Tech Program noting that she was instrumental in WCC receiving a certificate for 100% graduate pass rate on the Certified Surgical Technologist examination.

Grants Awarded to Washtenaw Community College

Grants Awarded to Washtenaw Community College

Mr. Phillip Snyder, Associate Vice President of Advancement presented to the Board an overview of grant activity at WCC for the 2016-2017 fiscal year.

Fall Semester and Annual Enrollment and Financial Aid Profiles

Fall Semester and Annual Enrollment and Financial Aid Profiles

Ms. Linda Blakey, Vice President of Student and Academic Services highlighted data in the 2016 - 17 annual enrollment report. She also mentioned of the 137 degrees and certificates offered 27 are completely online.

Ms. Lori Trapp, Director of Financial Aid, presented the 2016 -2017 financial aid profile report. She noted that almost 32.2% of WCC students received financial aid. The total amount of funds awarded to almost 6700 students through the WCC Financial Aid Office was $35,242,345.00.

Lastly, Ms. Linda Blakey, Vice President of Student and Academic Services highlighted data in the Fall 2017 enrollment report.

Apprenticeship Program Update

Apprenticeship Program Update

Ms. Marilyn Donham, Dean of Apprenticeships and Skilled Trades Training informed the Board that this year's UA Instructors training event was the largest with over 24,000 people coming to WCC. She also mentioned that the second annual North American Building Trades Union (NABTU) Apprenticeship Conference was held at WCC and the keynote speaker was Secretary Acosta.

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Secretary Davis spoke about the recent ACCT Conference she attended. She noted based on conversations and campus visits, WCC exceed all expectations. Lastly, she thanked the Administration, Faculty and Staff for making WCC great.

Treasurer Milliken spoke about the WCC Foundation Emergency fund noting it was much needed and has been helping numerous students.

President's Remarks

President's Remarks

President Bellanca, informed the Board about the Memorandum of Understanding that WCC is a part of at the American Center for Mobility. She also spoke about the Manufacturing Day event held here at WCC in which over 114 high school students visited our campus. Lastly, she gave kudos to faculty members Chef Terri Herrera, Jas Oberht, Tom Zimmerman, Lisa Rombes and Kathleen Ericson for their recent accomplishments.

NEW BUSINESS

NEW BUSINESS

Recommendation for New Programs 2017-18

Recommendation for New Programs 2017-18

Dr. Kimberly Hurns, Vice President of Instruction spoke to the Board about the recommendation and necessity for the 3 new programs and 4 new articulation agreements.

Recommendation to Discontinue Program 2018-19

Recommendation to Discontinue Program 2018-19

Dr. Kimberly Hurns, Vice President of Instruction spoke to the Board about the recommendation and need for the discontinuation of a program.

Adobe Software Enterprise License Contract Renewal

Adobe Software Enterprise License Contract Renewal

Mr. William Johnson, Vice President of Finance and CFO explained to the Board the need to renew the Adobe contract. Lastly, he mentioned Adobe is used in classroom and computer labs to support instruction.

Temperature Control System Panel Migration Upgrades

Temperature Control System Panel Migration Upgrades

Mr. Damon Flowers, Vice President of Facilities Development and Operations stated the current control panels will be replaced with current and state of the art panels.

Crane Liberal Arts and Science Building Humidification Boilers Replacement Project

Crane Liberal Arts and Science Building Humidification Boilers Replacement Project

Mr. Damon Flowers, Vice President of Facilities Development and Operations explained the need for the Crane Liberal Arts and Science Building Humidification Boilers Replacement. He also mentioned this project is part of the deferred maintenance project plan.

Business Education Building Fan Terminal Units Replacement Project

Business Education Building Fan Terminal Units Replacement Project

Mr. Damon Flowers, Vice President of Facilities Development and Operations explained the rationale for the Business Education Building Fan Terminal Units Replacement Project.

Police Academy Equipment Upgrades

Police Academy Equipment Upgrades

Mr. Brandon Tucker, Dean of Advanced Technologies and Public Service Careers informed the Board that the equipment in the Police Academy is over 20 years old. He also mentioned the request for upgrades was recommended by the Police Academy Academic Advisory committee.

Renaming of Campus Building

Renaming of Campus Building

President Bellanca spoke to the Board about Vice President Flowers accomplishments. She noted the size of the campus has doubled to 1.2 million square feet under his leadership.

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee DeVarti and seconded by Treasurer Milliken that the Board move to adjourn the monthly meeting. The motion was adopted. The Monthly Meeting was adjourned at 8:18 p.m.

Respectfully submitted,

Angela Davis
Secretary

Christina Fleming
Vice - Chair