Board of Trustees
Washtenaw Community College

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

TAB A

ACTION

Subject
Approval of Minutes

Date
December 12, 2017

RECOMMENDATION

That the Board of Trustees approve the minutes of the November 28th Monthly Meeting and November 28th Retreat 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, NOVEMBER 28, 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 November 28, 2017 at 3:05 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Vice Chair Christina Fleming, Treasurer Bill Milliken, Trustee David DeVarti, Trustee Ruth Hatcher and Trustee Richard Landau *(arrived at 3:15 p.m.)*.

Absent: Chair Diana McKnight-Morton and Secretary Angela Davis.

Approval of the Agenda (Action)

Approval of Agenda (Action)

It was moved by Trustee DeVarti and seconded by Treasurer Milliken that the Board approve the November 28th Monthly Meeting agenda. The motion was adopted.

Approval of Minutes (Action)

Approval of Minutes (Action)

It was moved by Trustee Hatcher and seconded by Trustee Devarti that the Board approve the minutes of the October 24th 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 wished the Board happy holidays. Lastly, he mentioned that the relationship building with Vice President Veltri was going well.

Public Comments

Public Comments

There were no public comments.

Written Communications

Written Communications

There were no communications received.

MONTHLY REPORTS

MONTHLY REPORTS

Personnel Recommendations (Action)

Personnel Recommendation (Action)

It was moved by Trustee Hatcher and seconded by Treasurer Milliken that the Board approve the personnel recommendations as listed. The motion was adopted.

Financial Reports (October 2017) (Action)

Financial Reports (October 2017) (Action)

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

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities Development and Operations informed the Board about the plan to install more digital cameras in ML. Lastly, he mentioned the BE Broiler project has been completed.

Facilities Development Report

Remarks of Members of the Board of Trustees

Trustee Hatcher stated that the Board memo was very helpful and sent a personal thank you to Ramaul Callahan at the IT Helpdesk. Lastly, she asked for an update on the hiring process of the CRO's.

Trustee DeVarti spoke about the empty bowls event, reminding the Board that the proceeds benefit the WCC food pantry and the WCC Foundation Emergency fund.

Remarks of Members of the Board of Trustees

President's Remarks

President Bellanca spoke about her recent trip to China that was supported by the President of a College she visited there. She also mentioned staff from State Representative Mike Bishop's office came to see our Wadhams Veterans Center.

President's Remarks

OLD BUSINESS

OLD BUSINESS

Recommendation for New Programs 2017-18 (Action)

Recommendation for New Programs 2017-18 (Action)

It was moved by Trustee Hatcher and seconded by Trustee Landau that the Board approve the 2017-2018 program proposals and 3+1 articulation agreements as listed below:

- *Sterile Processing Technician Certificate – Health Science Division – Allied Health*
- *Fine Arts Associate in Art – Arts and Sciences Division – Humanities*
- *Nursing: Licensed Practical Nurse to Registered Nurse- Associate in Applied Science – Health Science Division - Nursing*
- *Washtenaw Community College – Nursing Joint ADN to BSN and Eastern Michigan University – BSN*
- *Washtenaw Community College – AAS in Photographic Technology and Eastern Michigan University – BFA with Photography Concentration*
- *Washtenaw Community College – Any Associates Degree and Indiana Wesleyan University – BA, BS or BNS with Various Majors*
- *Washtenaw Community College – Associate in Applied Science in Graphic Design and Madonna University – BA in Graphic Design*

The motion was adopted.

Recommendation to Discontinue Program 2018-19 (Action)

Recommendation to Discontinue Program 2018-19 (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the discontinuation of the program in 2018 -19 as listed below:

- *Honors in Liberal Arts Associate Degree*

The motion was adopted.

Adobe Software Enterprise License Contract Renewal (Action)

Adobe Software Enterprise License Contract Renewal (Action)

It was moved by Treasurer Milliken and seconded by Trustee Landau that the Board approve a contract with CDW-G for the purchase of a three-year Adobe Enterprise Term License Agreement in an amount not to exceed $220,000.

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

Temperature Control System Panel Migration Upgrades (Action)

Temperature Control System Panel Migration Upgrades (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board approve a construction contract with Siemens Industry, Inc., of Plymouth, Michigan, as the sole source Contractor for the Temperature Controls Panel Migration Upgrades Project, for an amount not to exceed $114,652; contingent upon the College administration obtaining a satisfactory contract with the firm.

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

Crane Liberal Arts and Science Building Humidification Boilers Replacement Project (Action)

Crane Liberal Arts and Science Building Humidification Boilers Replacement Project (Action)

It was moved by Trustee DeVarti and seconded by Trustee Hatcher that the Board approve a construction contract with John Darr Mechanical, Inc., of Ann Arbor, Michigan, as Mechanical Contractor for the CLASB Humidification Boilers Replacement Project, for an amount not to exceed $220,000; contingent upon the College administration obtaining a satisfactory contract with the firm.

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

Business Education Building Fan Terminal Units Replacement Project (Action)

Business Education Building Fan Terminal Units Replacement Project (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board approve a construction contract with Miller-Boldt Mechanical, Inc., of Sterling Heights, Michigan, as Mechanical Contractor for the Business Education Building Fan Terminal Units Replacement Project, for an amount not to exceed $233,700; contingent upon the College administration obtaining a satisfactory contract with the firm.

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

Police Academy Equipment Upgrades (Action)

Police Academy Equipment Upgrades (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board approve a contract with Meggitt Training Systems, Inc. for an amount not to exceed $256,130.13 contingent upon the College Administration obtaining a satisfactory contract with the firm.

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

Police Academy Equipment Upgrades (Action) (cont.)

Table Renaming of Campus Building until December Meeting (Action)

Table Renaming of Campus Building until December Meeting (Action)

It was moved by Trustee DeVarti and seconded by Treasurer Milliken that the Board table the vote for the Renaming of a Campus Building until the December Meeting.

The motion was adopted.

NEW BUSINESS

NEW BUSINESS

Revisions to Policy 3046, College Degree Structure – 1st Reading

Revisions to Policy 3046, College Degree Structure – 1st Reading

Dr. Kimberly Hurns highlighted the changes to Policy 3046, noting the modifications will align with the recent changes to Policy 3045, General Education Philosophy and Requirements.

Contract Change Order for SimplexGrinnell

Contract Change Order for SimplexGrinnell

Mr. Damon Flowers, Vice President of Facilities Development and Operations explained to the Board that additional funds are needed for the extension and completion of the card reader project.

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Treasurer Milliken and seconded by Trustee Hatcher that the Board move to adjourn the monthly meeting and move into closed session. The motion was adopted. The Monthly Meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

MINUTES
WASHTENAW COMMUNITY COLLEGE
FALL RETREAT OF THE BOARD OF TRUSTEES
6:00 – 8:30 P.M.
NOVEMBER 28, 2016
ROOM 150, MORRIS LAWRENCE BUILDING
4800 E. HURON RIVER DRIVE, ANN ARBOR, MICHIGAN

November 28, 2017
Annual Board
Retreat

CALL TO ORDER

The annual retreat of the WCC Board of Trustees was called to order by Vice Chair Christina Fleming on November 28, 2017 at 6:04 p.m. in Room 150, Morris Lawrence Building, 4800 E. Huron River Drive, Ann Arbor, Michigan.

Present: Vice Chair Christina Fleming, Treasurer Bill Milliken, Trustee David DeVarti, Trustee Ruth Hatcher and Trustee Richard Landau.

Absent: Chair Diana McKnight-Morton and Secretary Angela Davis.

Discussion Topics

DISCUSSION TOPICS

Mr. Damon Flowers, Vice President of Facilities Development and Operations facilitated the discussion on the following topics:

- Capital Outlay Process Overview
- Advanced Transportation Center
- Student Center Building Renovations
- Morris Lawrence Building Renovations
- Nursing and Allied Health Sciences Center of Excellence
- Deferred Maintenance Update

Mr. William Johnson, Vice President of Finance and CFO and Mr. Damon Flowers, Vice President of Facilities Development and Operations facilitated the discussion on the overall budget implications of the topics discussed during the retreat.

Adjournment of
Annual Retreat

ADJOURNMENT OF ANNUAL RETREAT

The annual retreat of the WCC Board of Trustees concluded at 8:41 p.m. on Tuesday, November 28, 2017.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair