

Board of Trustees
Washtenaw Community College

TAB A

ACTION

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

Subject
Approval of Minutes

Date
May 22, 2018

RECOMMENDATION

That the Board of Trustees approve the minutes of the April 24th Monthly Meeting, February 27th and March 24th Closed Sessions 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, APRIL 24, 2018**

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Vice Chair Christina Fleming on April 24, 2018 at 6:11 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Diana McKnight-Morton (*arrived at 6:15 p.m.*), Vice Chair Christina Fleming, Treasurer Bill Milliken, Secretary Angela Davis (*arrived at 6:15 p.m.*), Trustee David DeVarti, Trustee Ruth Hatcher and Trustee Richard Landau (*arrived at 6:17 p.m.*).

Approval of the Agenda (Action)

It was moved by Trustee Hatcher and seconded by Trustee DeVarti that the Board approve the April 24th Monthly Meeting agenda. The motion was adopted.

Approval of Minutes (Action)

It was moved by Treasurer Milliken and seconded by Trustee Hatcher that the Board approve the minutes of the March 27th Monthly Meeting. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

Mr. David Fitzpatrick, WCCEA President and Social Science faculty declined to comment.

Public Comments

Ms. Arloa Kaiser, Community Member, spoke about the property tax millage rate.

Written Communications

There were no written communications received.

SPECIAL REPORTS

Curriculum and Assessment Report and HLC Poster Fair

Ms. Michelle Garey, Foreign Language faculty and Assessment Committee Chair spoke to the Board about the Four Major priorities of the Assessment Academy. She also announced that the full time faculty participation in assessment has increased to 99%.

Mr. David Wooten, Biology faculty and Curriculum Committee Chair explained to the Board the importance of WCC aligning general education requirements to the Michigan Transfer Agreement and the progressive work that has been taking place with curriculum.

Call to Order

Approval of Agenda (Action)

Approval of Minutes (Action)

Citizen Participation

WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

Curriculum and Assessment Report and HLC Poster Fair

Sabbatical Report: Disappearing birds, venomous snakes, and fish falling from trees: the trophic ecology of Seahorse Key Island, FL

Mr. David Wooten, WCC Biology Faculty, shared with the Board his sabbatical, which focused on the trophic ecology of Seahorse Key Island, Florida.

MONTHLY REPORTS

Personnel Recommendations (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.

Financial Reports (March 2018) (Action)

It was moved by Trustee DeVarti and seconded by Treasurer Milliken that the Board receive the Financial Reports for March 2018 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Facilities Development Report

Mr. Mark Allen, Vice President of Facilities Development and Operations informed the Board that the Parking Structure would be closed briefly for repairs. Lastly, he stated the ATC schematic design is complete and will be submitted to the State of Michigan soon.

Remarks of Members of the Board of Trustees

Treasurer Milliken spoke about his presentation in London, Ontario in which he spoke about the Advanced Transportation Center.

Trustee Landau requested a moment of silence to acknowledge the passing of Dawn Procassini, wife of WCC founding board member Tony Procassini.

Trustee Hatcher thanked Dean Jennings, Vice Presidents Blakey and Hurns for the presentation on student success. Lastly, she spoke about her concern about bottled water on campus.

Trustee DeVarti mentioned the focus of Earth Day was plastic. He also would like the college to reduce water bottle consumption.

Chair McKnight-Morton spoke about the luncheon at the Capitol that WCC Culinary Students executed, noting the students and faculty did a phenomenal job.

Sabbatical Report:
Disappearing birds,
venomous snakes,
and fish falling from
trees: the trophic
ecology of Seahorse
Key Island, FL

MONTHLY REPORTS

Personnel
Recommendation
(Action)

Financial Reports
(March 2018)
(Action)

Facilities
Development
Report

Remarks of
Members of the
Board of Trustees

President's Remarks

President Bellanca briefed the Board on WCC's numerous partnerships with Eastern Washtenaw County. She also mentioned the Michigan Student Emmys will be held at WCC on April 29th. Lastly, she informed the Board about the proclamation from Ann Arbor Mayor, Christopher Taylor for the outstanding contribution WCC makes to the community.

OLD BUSINESS

Honorary Associate Degree Recipient (Action)

It was moved by Trustee DeVarti and seconded by Trustee Hatcher that the Board award the Honorary Associate Degree to Pastor George W. Waddles, Jr. for his 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.

Resolution to Utilize the Maximum Allowable 2018-19 Ad Valorem Tax (Action)

It was moved by Trustee Landau and seconded by Trustee DeVarti that the Board recommend that the College, when developing its FY 2019 Budget utilize the maximum allowable 2018-19 Ad Valorem Rate for operations, which at its current rate of 3.3978 mills will generate approximately \$55,620,334 of gross tax revenue.

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

Retention and Recruitment Software Contract (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the amended recommendation, that the Board approve a 3-year contract with TargetX in an amount not to exceed \$320,000, with annual renewal options, to provide the student lifecycle relationship management (CRM) software to satisfy our recruitment and retention needs. Before exercising the initial renewal option, which will require the approval by the Board of Trustees, the college administration will present to the Board of Trustees the performance results related to recruitment and retention efforts facilitated by the use of the TargetX software tool.

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

NEW BUSINESS

Approval of 2017 -18 Candidates for Graduation (Action)

It was moved by Trustee Landau and seconded by Trustee DeVarti that the Board approve the candidates for graduation as submitted. The motion was adopted.

President's Remarks

OLD BUSINESS

Honorary Associate Degree Recipient (Action)

Resolution to Utilize the Maximum Allowable 2018-19 Ad Valorem Tax (Action)

Retention and Recruitment Software Contract (Action)

NEW BUSINESS

Approval of 2017 -18 Candidates for Graduation (Action)

Application for Liquor Licensees (4 dates) – Iron Workers Summer Conference (Action)

It was moved by Trustee DeVarti and seconded by Trustee Landau that the Board, 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 14, July 17, July 18, and July 19, 2018. The motion was adopted.

Energy Pump Replacement Contract

Mr. Mark Allen, Vice President of Facilities and Operations informed the Board that the replacing of the energy pump would be a cost savings. He also mentioned this project was identified as part of the Deferred Maintenance Fund.

Resolution to participate in IT/CLEMIS Agreement

Mr. Larry Barkoff, General Counsel briefed the Board on the need to enter into the IT/CLEMIS Agreement.

Recommendation for New Programs for 2018-19

Dr. Kimberly Hurns, Vice President for Instruction, explained to the Board that the new programs would allow for stackable credentials and for students to be more employable.

Motion to Adjourn the Monthly and Move into Closed Session after the Public Hearing (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that Board move into Closed Session after the Public Hearing to discuss material (a written legal opinion), exempt from disclosure pursuant to section 8(h) of the Open Meetings Act.

A roll call vote was taken: Chair McKnight-Morton; yes, Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted. The monthly meeting was adjourned at 8:10 p.m.

PUBLIC HEARING REGARDING THE 2018 -2019 BUDGET

The Public Hearing began at 8:11 pm.

Public Comments

There were no public comments

Application for Liquor Licensees (4 dates) – Iron Workers Summer Conference (Action)

Energy Pump Replacement Contract

Resolution to participate in IT/CLEMIS Agreement

Recommendation for New Programs for 2018-19

Motion to Adjourn the Monthly and Move into Closed Session after the Public Hearing (Action)

PUBLIC HEARING REGARDING THE 2018 -2019 BUDGET

Public Comments

Review of the Proposed 2018 - 19 Budget

Mr. William Johnson, Vice President and CFO, spoke about the budget process and the proposed budget for 2018 -19. He mentioned the eight priorities of the strategic plan provides the frame work for the budget.

Resolution to Approve the 2018-19 Tax Levy Rate for General Operations

Mr. William Johnson, Vice President and CFO mentioned to the Board that the exact amount has varying factors and is needed to get our milliage rate on the ballot.

Motion to Adjourn Public Hearing (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board move to adjourn the Public Hearing. The motion was adopted. The Public Hearing was adjourned at 8:50 p.m.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

Review of the
Proposed 2018 - 19
Budget

Resolution to
Approve the 2018-
19 Tax Levy Rate for
General Operations

Motion to
Adjourn Public
Hearing (Action)