

Board of Trustees
Washtenaw Community College

TAB A

ACTION

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

Subject
Approval of Minutes

Date
March 26, 2019

RECOMMENDATION

That the Board of Trustees approve the minutes of the February 26th Organizational and Monthly Meeting and March 12th Retreat as submitted.

Prepared by: Vanessa Brooks
Title: Director of President
and Board Affairs

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

**WASHTENAW COMMUNITY COLLEGE
ORGANIZATIONAL & MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. – FEBRUARY 26, 2019**

CALL TO ORDER

The Organizational Meeting of the Board of Trustees of Washtenaw Community College was called to order by President Rose Bellanca on February 26, 2019 at 6:01 p.m. in Room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Trustee Angela Davis, Trustee David DeVarti, Trustee Christina Fleming, Trustee Ruth Hatcher, Trustee Richard Landau, Trustee Diana McKnight-Morton and Trustee Bill Milliken.

ELECTION OF OFFICERS (Action)

Chair

Trustee McKnight-Morton nominated Trustee Fleming for the position of Chair of the WCC Board of Trustees for the two-year period ending December 31, 2020.

The election of Trustee Fleming as Chair was supported unanimously. The motion was adopted.

Vice Chair

Trustee McKnight-Morton nominated Trustee Milliken for the position of Vice Chair of the WCC Board of Trustees for the two-year period ending December 31, 2020.

The election of Trustee Milliken as Vice Chair was supported unanimously. The motion was adopted.

Secretary

Trustee McKnight-Morton nominated Trustee DeVarti for the position of Secretary of the WCC Board of Trustees for the two-year period ending December 31, 2020.

The election of Trustee DeVarti as Secretary was supported unanimously. The motion was adopted.

Treasurer

Trustee McKnight-Morton nominated Trustee Davis for the position of Treasurer of the WCC Board of Trustees for the two-year period ending December 31, 2020.

The election of Trustee Davis as Treasurer was supported unanimously. The motion was adopted.

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board elections be closed. The motion was adopted.

CALL TO ORDER

The Monthly Meeting of the Board of Trustees of Washtenaw Community College was called to order by Chair Christina Fleming on February 26, 2019 at 6:07 p.m. in Room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Call to order

ELECTION OF OFFICERS (Action)

Chair

Vice Chair

Secretary

Treasurer

CALL TO ORDER

Present: Chair Christina Fleming, Vice Chair Bill Milliken, Treasurer Angela Davis, Secretary David DeVarti, Trustee Ruth Hatcher, Trustee Richard Landau and Trustee Diana McKnight-Morton.

APPROVAL OF AGENDA (Action)

It was moved by Trustee Landau and seconded by Treasurer Davis that the Board approve the agenda for the February 26th Monthly Meeting. The motion was adopted.

2019 and 2020 Schedule of Monthly Board Meetings (Action)

It was moved by Trustee Hatcher and seconded by Treasurer Davis that the Board adopt and publish the calendar of regular meetings for 2019 and 2020 as indicated on the attached sheets, with exceptions as indicated in italics. The fourth Tuesday of each month is established as the regular monthly meeting time at 6:00 p.m. in Room 150 of the Morris Lawrence Building. The motion was supported unanimously. The motion was adopted.

Trustee Assignments

Chair Fleming asked Trustees to email her with their interest(s). Trustee Assignments will be made at the March Meeting.

Approval on Minutes (Action)

It was moved by Trustee McKnight-Morton and seconded by Treasurer Davis that the Board approve the minutes of the December 11th Monthly Meeting. The motion was adopted

CITIZEN PARTICPATION

WCC Education Association

Ms. Julie Kissel, WCCEA 2nd Vice President, English and Writing Faculty spoke to the Board about the WCCEA State of the Union sent to the Board. Lastly, she mentioned the upcoming WCCEA elections and adjunct negotiations.

Public Comments

There was no public comment given.

Written Communications

There were two written communications received.

SPECIAL REPORTS

YouthBuild/Habitat House Update

Ms. Linda Blakey, Vice President of Student and Academics Services, gave the Board an update on the YouthBuild Grant. She also informed the Board of the partnership with

**CALL TO
ORDER(cont)**

**APPROVAL OF
AGENDA (Action)**

**2019 and 2020
Schedule of
Monthly Board
Meetings
(Action)**

**Trustee
Assignments**

**Approval on
Minutes (Action)**

**CITIZEN
PARTICIPATION**

**WCC Education
Association**

Public Comments

**Written
Communications**

SPECIAL REPORTS

**YouthBuild/Habit
at House Update**

YouthBuild/Habitat
at House
Update(cont)

Spain Study
Abroad
Presentation

SEMCOG
Presentation on
the 2045
Forecast for the
School Aged
Population

Vendor Diversity

**MONTHLY
REPORTS**

Personnel
Recommendations
(Action)

Financial Reports
(December 2018
and January
2019)

Facilities
Development
Report

Habitat for Humanity, Local 190 and the assistance of the Youth Build Grant students in building a home for a local family.

The Board also heard comments from Habitat for Humanity staff Laura Town and Rob Nissly as well as Randall Whitaker from UA Local 90 on the project.

Spain Study Abroad Presentation

Ms. Julie Morrison, Executive Director of Planning, Accreditation and Institutional Effectiveness, introduced Digital Media Arts Faculty member Don Werthman. Mr. Werthman talked to the Board about the process of finalizing the study abroad trip to Spain.

SEMCOG Presentation on the 2045 Forecast for the School Aged Population

Mr. Xuan Liu, Manager of Research and Data Analysis at SEMCOG, presented to the Board the 2045 forecast for the school aged population and how this would affect the county population.

Vendor Diversity

Mr. Benjamin Hunholz, Director of Revenue Planning, Purchasing and Treasury Management, reviewed with the Board the college's purchasing policies and practices. He also spoke about the steps the college has taken to increase the diversity of its vendor database.

MONTHLY REPORTS

Personnel Recommendations (Action)

It was moved by Trustee Hatcher and seconded by Trustee McKnight-Morton that the Board of approve the personnel recommendations as submitted. The motion was adopted.

Financial Reports (December 2018 and January 2019)

It was moved by Trustee Hatcher and seconded by Treasurer Davis that the Board receive the Financial Reports for December 2018 and January 2019 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 Grounds, and Campus informed the Board that the new humidifier in the LA Building project was complete and that the ML air handler replacement project will be starting soon and scheduled to be completed in June.

REMARKS

Remarks of Members of Board of Trustees

Treasurer Davis talked about her experience at the WCC booth at the Autoshow. She also stated that she was proud of WCC and the efforts the College is making to ensure students are on the path for success.

Secretary DeVarti spoke about the National Legislative Summit he attended in Washington D.C. and highlighted the conversations he had with Legislative Offices. Additionally, he mentioned the upcoming Student Art Show and WCC Blood drive.

Chair Fleming also talked about the National Legislative Summit she attended in Washington D.C., specifically mentioning why advocacy is so important.

Trustee Hatcher thanked WCCEA for the State of the Union update.

Trustee McKnight-Morton talked about former Congressman John Dingell's funeral and her experience at the Brotherhood Banquet she attended.

President's Remarks

President Bellanca presented highlights from the College's Annual Report. She informed the Board that Lt. Governor Garlin Gilchrist visited the College and thanked Deans Greaves and Tucker for their assistance with the tour. Lastly, she mentioned that due to the great work of the Grounds Department, WCC for the third year in the row has earned the Tree Campus USA distinction from the Arbor Day Foundation.

NEW BUSINESS

Honorary Degree Recipient

A discussion about the 2019 Honorary Degree Recipient was facilitated by President Bellanca.

Proposed Discontinuation of Programs for 2019 -20

Dr. Kimberly Hurns, Vice President for Instruction, explained to the Board the reasons why the submitted programs are no longer needed.

Proposed New Programs for 2019 - 20

Dr. Kimberly Hurns, Vice President for Instruction, spoke to the Board about the advantages for new programs. She also mentioned how the new programs align closer to industry standards.

REMARKS

Remarks of
Members of
Board of Trustees

President's
Remarks

NEW BUSINESS

Honorary Degree
Recipient

Proposed
Discontinuation
of Programs for
2019 -20

Proposed New
Programs for
2019 - 20

Proposed Updates to Policy 3043 – 1st Reading

Dr. Kimberly Hurns, Vice President for Instruction, highlighted the proposed changes to Policy 3043. She stated the changes are needed to align this policy to include the addition of the General Studies Degree.

Proposed Updates to Policy 3045 – 1st Reading

Dr. Kimberly Hurns, Vice President for Instruction, highlighted the proposed changes to Policy 3045. She stated the changes are needed to align this policy to include the addition of the General Studies Degree.

Proposed Updates to Policy 3046 – 1st Reading

Dr. Kimberly Hurns, Vice President for Instruction, highlighted the proposed changes to Policy 3046. She stated the changes are needed to align this policy to include the addition of the General Studies Degree.

Appointment of Board Negotiating Team 2019 WCC A.F.S.C.M.E. Local 1921 Contract (Action)

It was moved by Secretary DeVarti and seconded by Vice Chair Milliken that the Board approve the appointment of the submitted individuals to negotiate on behalf of the Board. The motion was adopted.

Appointment of Board Negotiating Team 2019 WCCEA Part Time Adjunct Teaching Faculty Union Contract (Action)

It was moved by Secretary DeVarti and seconded by Trustee McKnight-Morton that the Board approve the appointment of the submitted individuals to negotiate on behalf of the Board. The motion was adopted.

Appointment to the Washtenaw Technical Middle College Board of Directors (Action)

It was moved by Trustee McKnight-Morton and seconded by Secretary DeVarti that the Board approve the appointment of Derrick L. Jackson as a Washtenaw Technical Middle College Board of Director with a term ending April 2022. The motion was adopted.

Proposed
Updates to Policy
3043 – 1st
Reading

Proposed
Updates to Policy
3045 – 1st
Reading

Proposed
Updates to Policy
3046 – 1st
Reading

**Appointment of
Board
Negotiating
Team 2019 WCC
A.F.S.C.M.E.
Local 1921
Contract (Action)**

**Appointment of
Board
Negotiating
Team 2019
WCCEA Part
Time Adjunct
Teaching Faculty
Union Contract
(Action)**

**Appointment to
the Washtenaw
Technical Middle
College Board of
Directors (Action)**

Motion to Adjourn Monthly Meeting (Action)

It was moved by Vice Chair Milliken and seconded by Trustee Hatcher that the Board adjourn the monthly meeting of the Board of Trustees. The motion was adopted. The meeting adjourned at 8:32 p.m.

Respectfully submitted,

David DeVarti
Secretary

Christina Fleming
Chair

**Motion to
Adjourn Monthly
Meeting (Action)**

MINUTES
WASHTENAW COMMUNITY COLLEGE
ANNUAL RETREAT OF THE BOARD OF TRUSTEES
ANN ARBOR, MICHIGAN
TUESDAY, March 12, 2019

CALL TO ORDER

The annual retreat of the WCC Board of Trustees was called to order by Chair Christina Fleming on March 12, 2019 at 3:07 p.m. at the Kensington Hotel, Ann Arbor, Michigan.

Present: Chair Christina Fleming, Treasurer Angela Davis, Secretary David DeVarti, Trustee Ruth Hatcher, Trustee Richard Landau and Trustee Diana McKnight-Morton

Absent: Vice Chair Bill Milliken

It was moved by Treasurer Davis and seconded by Trustee McKnight-Morton to approve the agenda. The motion was adopted.

Public Comment: There were no public comments

Trustee Comments: Secretary DeVarti informed the Trustees that they should have found two tickets to the upcoming 57th Annual Ann Arbor Film Festival at their seats.

DISCUSSION TOPICS

President Bellanca began the discussion by giving an overview of the upcoming discussion items.

Topics discussed during the retreat:

- Discussion on Technology Trends was led by Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning and Accreditation.
- Discussion on the infrastructure that supports Administrative Operations was led by Mr. Peter Bosco, Chief Information Officer.
- Discussion on the Instructional and Academic Technology was led by Mr. Brandon Tucker, Dean of Advanced Technologies and Public Service Careers, Dr. Valerie Greaves, Dean of Health Sciences and Ms. Eva Samulski, Dean of Computer Technologies.
- Discussion on Student Success Support Technology was led by Ms. Linda Blakey, Vice President of Student and Academics.
- Discussion on Public Safety Systems was led by Ms. Linda Blakey, Vice President of Student and Academics.
- Discussion on IT Security Update was led by Mr. William Ouchark, Chief Information Security Officer.
- Discussion on the Budget Process Updates, the Fiscal Year 2019 Financial Forecast and Tuition and Fee Rates was facilitated by Vice President and Chief Financial Officer, Mr. William Johnson.

March 12, 2019
Annual Board
Retreat

Discussion Topics

ADJOURNMENT OF ANNUAL RETREAT

It was moved by Trustee Landau and seconded by Treasurer Davis that the Board move to adjourn the annual retreat. The motion was adopted. The annual retreat of the WCC Board of Trustees concluded at 8:40 p.m. on Tuesday, March 12, 2019.

Respectfully submitted,

David DeVarti
Secretary

Christina Fleming
Chair

**Adjournment of
Annual Retreat**



Office of the President

Trustees Assignments for 2019 and 2020

Michigan Community College Association (MCCA) Liaison

Trustee McKnight-Morton

Association of Community College Trustees (ACCT) Delegate

Secretary DeVarti

Washtenaw Technical Middle College (WTMC) Liaison

Trustee Landau

WCC Foundation Liaison

Vice Chair Milliken

SEMCOG Liaison

Trustee McKnight-Morton

Honorary Associates Degree in Community Service Committee

Trustee Landau

Legislative Liaison

Secretary DeVarti
