

Board of Trustees
Washtenaw Community College

ACTION

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

Subject
Approval of Minutes

Date
December 17, 2019

RECOMMENDATION

That the Board of Trustees approve the minutes of the November 19th Retreat and Monthly Meeting 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

**MINUTES
WASHTENAW COMMUNITY COLLEGE
FALL RETREAT OF THE BOARD OF TRUSTEES
TUESDAY, NOVEMBER 19, 2019**

CALL TO ORDER

The Fall Retreat of the WCC Board of Trustees was called to order by Vice Chair Bill Milliken on November 19, 2019 at 3:11 p.m. in room 150, Morris Lawrence Building, 4800 E. Huron River Drive, Ann Arbor, Michigan.

Present: Vice Chair Bill Milliken, Treasurer Angela Davis (*arrived at 3:15 pm*), Trustee Ruth Hatcher, Trustee Richard J. Landau and Trustee Diana McKnight-Morton

Absent: Chair Christina Fleming and Secretary David DeVarti

Approval of the Agenda (Action)

It was moved by Trustee Hatcher seconded by Trustee Landau that the Board approve the November 19th Retreat agenda. The motion was adopted.

Public Comment

There were no public comments.

Remarks of Members of the Board of Trustees

There were no remarks from the Board of Trustees.

DISCUSSION TOPICS

Topics discussed during the Retreat:

- Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning, and Accreditation facilitated a discussion on the Master Planning Process.
- Mr. Riccardo Pappi of Albert Kahn and Associates presented to the Board the final version of the Master Plan.

Motion to Recess and Reconvene the Retreat

It was moved by Trustee McKnight-Morton and seconded by Treasurer Davis that that Retreat recess at 4:27 pm. The motion was adopted.

It was moved by Trustee Landau and seconded by Treasurer Davis that the Retreat reconvene at 4:37pm. The motion was adopted.

CALL TO ORDER

**Approval of the
Agenda (Action)**

Public Comment

Remarks of
Members of the
Board of Trustees

**DISCUSSION
TOPICS**

**Motion to
Recess and
Reconvene the
Retreat**

DISCUSSION TOPICS

Topics discussed during the Retreat:

- Mr. William Johnson, Executive Vice President and CFO facilitated a discussion on Capital Projects and the Multi-year Financial Forecast review.

Motion to Adjourn (Action)

It was moved by Trustee McKnight-Morton seconded by Trustee Landau that the Board adjourn the November 19, 2019 Retreat. The motion was adopted. The meeting adjourned at 6:00 p.m.

Respectfully submitted,

David DeVarti
Secretary

Christina Fleming
Chair

**DISCUSSION
TOPICS**

**Motion to Adjourn
(Action)**

**MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, NOVEMBER 19, 2019**

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Vice Chair Bill Milliken on November 19, 2019 at 7:00 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Vice Chair Bill Milliken, Treasurer Angela Davis, Trustee Ruth Hatcher, Trustee Richard J. Landau and Trustee Diana McKnight-Morton

Absent: Chair Christina Fleming and Secretary David DeVarti

Approval of Agenda (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Hatcher that the Board approve the agenda for the November 19th Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

It was moved Trustee Hatcher and seconded by Trustee Landau that the Board approve the minutes of the October 22nd Monthly Meeting as submitted. The motion was adopted.

CITIZEN PARTICPATION

WCC Education Association

Ms. Julie Kissel, English faculty and WCCEA, 2nd Vice President thanked the Sabbatical Committee members Ms. Jessica Hale, Mr. David Wooten and Ms. Kelly Gottschang for their work in selecting the 2019-20 Sabbaticals.

Public Comments

There were no public comments.

Written Communications

There were two communications received.

MONTHLY REPORTS

Personnel Recommendations (Action)

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

Financial Reports (October 2019) (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board receive the Financial Reports for October 2019 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Call to order

Approval of Agenda (Action)

Approval of Minutes (Action)

CITIZEN PARTICPATION

WCC Education Association

WCC Education Association

Public Comments

Written Communications

MONTHLY REPORTS

Personnel Recommendations (Action)

Financial Reports (October 2019) (Action)

Facilities Development Report

Mr. William Johnson, Executive Vice President and CFO briefed the Board on the status of several projects noting that the Firing Range would be complete by December 1st. He also stated that Energy Tower and LA Chemistry Hood projects would begin shortly.

REMARKS

Remarks of Members of Board of Trustees

Trustee Landau stated his concern about the use of Blackboard by faculty in regards to WTMC. Lastly, he requested a report at a future Board meeting about the faculty utilization of Blackboard.

Treasurer Davis stated she would like students to be advised of all the pathways that are available to them based on the selected career goal.

President's Remarks

President Bellanca declined to make remarks.

OLD BUSINESS

Energy Center Chiller Overhaul Contract (Action)

It was moved by Trustee Landau and seconded by Treasurer Davis that the Board approve a chiller overhaul and upgrade contract with Trane U.S. Inc. in the amount not to exceed of \$170,000.

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

Public Safety Distributed Antenna System (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve a contract with ComSource for the installation of a distributed antenna system to amplify the signal strength in an amount not to exceed \$114,257.

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

Recommendation for a New Program (Action)

It was move by Trustee Landau and seconded by Trustee McKnight-Morton that the Board approve the New Program for Fall 2020 as submitted. The motion was adopted.

Facilities Development Report

REMARKS

Remarks of Members of Board of Trustees

President's Remarks

OLD BUSINESS

Energy Center Chiller Overhaul Contract (Action)

Public Safety Distributed Antenna System (Action)

Recommendation for a New Program (Action)

Recommendation to Discontinue Programs (Action)

It was moved by Trustee Landau and seconded by Treasurer Davis that Board approve the discontinuation of the 3 +1 programs for the Fall 2020 as submitted. The motion was adopted.

NEW BUSINESS

Proposed Approval of additional 2019-20 Faculty Sabbaticals (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the requested 2019-20 Faculty Sabbatical Leaves as submitted.

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

Establishment of Policy 8045, Records Management Policy (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the establishment of Policy 8045, Records Management Policy as submitted.

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

Adjournment of Monthly Meeting (Action)

It was moved by Trustee Landau and seconded by Treasurer Davis that the Board adjourn the Monthly meeting. The motion was adopted. The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

David DeVarti
Secretary

Christina Fleming
Chair

Recommendation to Discontinue Programs (Action)

NEW BUSINESS

Proposed Approval of additional 2019-20 Faculty Sabbaticals (Action)

Establishment of Policy 8045, Records Management Policy (Action)

Adjournment of Monthly Meeting (Action)