

**Minutes --- Board of Directors Special Meeting
January 19, 2011**

I. Call to Order: The meeting was called to order by Chairman White at 7:45 a.m.
II. Roll Call: The following members were present: Director Gensheimer, Director Griff McDonald, Director Miller Director Milshteyn, Director Richards-Schuster and Director Talburt. Absent: Director Johnson, Director Fred McDonald
III. Guests: There were no guests.
IV. Updates from the Chair: Chairman White offered condolences to Polly Miller from the board on the death of her husband, Jim Miller. The Admissions Invitational on Jan. 18, 2011 had a record crowd with 160 families in attendance. Dean Covert also reported on his meetings with other middle college administrators. The board suggested we look into copyrighting our critical thinking curriculum.
V. Approval of Consent Agenda: Director Miller moved and Director Gensheimer seconded that the consent agenda be approved as amended. Motion passed unanimously.
VI. Public/Staff Communications: Staff members: Ann Broderick, Alex Long and Patricia Sahakian were in attendance. Ann Broderick and Alex Long presented the board with a report on the workings of the science department at WTMC and their efforts to teach math and reading via their environmental science curriculum.
VII. Treasurer's Report: Director Miller presented the treasurer's report for December 2010. Director Miller and Dean Covert will be meeting in February to make some small amendments to the 2010 – 2011 budget.
VIII. Old Business: Chairman White announced that the board policy committee had worked half way through the manual review. Another policy committee meeting is scheduled for January 24, 2011. The committee was hopeful their recommendations would be ready for the March meeting.
IX. New Business: Dean Covert requested the board go into closed session for his performance review. Director Miller moved and Director Talburt seconded that the board go into closed session at 8:25 a.m. Director Miller moved and Director Griffin seconded that the board return into open session at 9 a.m. Chairman White affirmed that the board was delighted with the performance of the interim Dean, Karl Covert. The board will confer with Sarah Stitt, WCC Counsel, to see if they are required to do a search for the permanent Dean position. Dean Covert was asked if he was interested in taking the position and he agreed enthusiastically. The Dean presented his administrative report. Highlights included an improved retention rate for fall 2011 of .002%, efforts to integrate reading and writing across the curriculum, a new book policy that will buy biology 101 books, chemistry 090, chemistry 111 and math 097 texts. This policy will save us \$439.76 per biology book, \$324.18 per chemistry 090 and \$208.85 per chemistry 111 and \$136.50 per math 097 book over a two year period. Dean Covert is investigating various health care insurance options for staff and a possible realigning of the health insurance contract period to match contract renewal dates.
X. Adjournment: Director Miller moved and Director Talburt seconded a move to adjourn. Motion passed unanimously. Director White adjourned the meeting at 9:42 a.m.

Respectfully submitted by: _____
Alex Milshteyn
Secretary, WTMC Board of Directors