

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 27, 2018

RECOMMENDATION

That the Board of Trustees approve the minutes of the February 27th Monthly Meeting and March 9th Retreat as submitted.

Prepared by: Vanessa Brooks

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

Title: Executive Administrator to the President
and Secretary to Board of Trustees

Rose B. Bellanca, President

**MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, FEBRAURY 27, 2018**

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Diana McKnight-Morton on February 27, 2018 at 6:02 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

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

Absent: Treasurer Bill Milliken

Moment of Silence

Chair McKnight-Morton asked for a moment of silence in honor of the memory of the 17 victims of the school shooting in Parkland, Florida.

Approval of the Agenda (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that the Board approve the amended February 27th Monthly Meeting agenda. The motion was adopted.

Approval of Minutes (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the minutes of the January 23rd Monthly Meeting. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

Mr. David Fitzpatrick, WCCEA President and Social Science faculty thanked Vice Presidents Johnson and Veltri for their professional and prompt response to the 3% ruling. Lastly, he stated his hope for negotiations to go smoothly and quickly.

Public Comments

There were no public comments.

Written Communications

There were no communications received.

SPECIAL REPORTS

Sabbatical Report: Researching Emory Upton

Mr. David Fitzpatrick, WCCEA President and Social Science faculty briefed the Board on his sabbatical, which involved researching Emory Upton's military career.

Call to Order

Moment of Silence

Approval of Agenda (Action)

Approval of Minutes (Action)

Citizen Participation

WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

Sabbatical Report: Researching Emory Upton

Vendor Diversity Report

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 is taking to increase the diversity of its vendor database.

Affirmative Action Report

Mr. Samuel Veltri, Vice President of Human Resources and Labor Relations presented to the Board the 2017 Affirmative Action Report. He noted that the College has experienced a growth in promotions of minority employees over the last three years. Lastly, he spoke about the diversity recruitment plan the College is implementing.

MONTHLY REPORTS

Personnel Recommendations (Action)

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

Financial Reports (January 2018) (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board receive the Financial Reports for January 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. William Johnson, Vice President and CFO informed the Board that the fan terminal project is on schedule. He also mentioned the contract was issued to the design firm for the primarily design work for ATC project.

Remarks of Members of the Board of Trustees

Trustee DeVarti spoke about the recent conference he attended in Washington D.C., specifically mentioning the successful meeting with Representative Mike Bishop.

Trustee Hatcher informed the Board of the passing of Letitia Byrd, who was the wife of David Byrd, who started the WCC Construction program. Lastly requested a communication be sent out about the road conditions.

Chair McKnight-Morton talked about her attendance at the National Legislative Summit in D.C. She also mentioned the meeting with the Deputy Director of Education. Lastly, she gave kudos to Trustee DeVarti for articulating WCC's concerns with risk sharing to legislators.

Vendor Diversity Report

Affirmative Action Report

MONTHLY REPORTS

Personnel Recommendation (Action)

Financial Reports (January 2018) (Action)

Facilities Development Report

Remarks of Members of the Board of Trustees

President's Remarks

President Bellanca thanked the Custodial and Maintenance staff for doing such a great job this winter. She also thanked Vice President Johnson for overseeing the Facilities Department during the transition. Lastly, she thanked Pastor Hatter and Brown Chapel AME for the honor of being chosen for the Tomas H. Smith Educational Award.

Technology Services Contract Award (Action)

It was moved by Trustee DeVarti and seconded by Vice Chair Fleming that the Board approve a two-year contract with Campus Works for technology services to include full time, on campus resources for CIO, CISO and other subject matter expertise as required in an amount not to exceed \$1,600,000.00.

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

Contract Extension of Power Wellness (Action)

It was moved by Trustee Hatcher and seconded by Trustee Landau that the Board approve the extension of the contract with Power Wellness to operate the WCC Health and Fitness Center for the three-year period ending February 28, 2021 and at the College's election an additional three-year renewal term.

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

BEB Ceiling Contractor Change Order (Action)

It was moved by Trustee DeVarti and seconded by Trustee Hatcher that the Board approve a construction contract change order for Acoustical Ceiling and Partition of Ann Arbor, Michigan in the amount of \$44,000.00.

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

External Auditor Contract Award (Action)

It was moved by Trustee Landau and seconded by Vice Chair Fleming that the Board appoint the firm of Rehmann Robson, LLC, as the College external auditors for the three fiscal years ending June 30, 2018, 2019 and 2020, with a partner change in a year.

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

President's Remarks

Technology Services Contract Award (Action)

Contract Extension of Power Wellness (Action)

BEB Ceiling Contractor Change Order (Action)

External Auditor Contract Award (Action)

Recommendation for New Programs in 2018- 19 (Action)

It was moved by Trustee Landau and seconded by Trustee Hatcher that the Board approve the 2018-2019 program proposals as listed below:

- *Animation for Film and Broadcast Advanced Certificate – Business and Computer Technologies Division - Digital Media Arts*
- *Animation for Game Art Advanced Certificate - Business and Computer Technologies Division Digital Media Arts*
- *Pre-Engineering Science Transfer (ASPET) Associate in Science (AS) – Arts and Sciences Division Physical Sciences*
- *Engineering Technologist – Manufacturing Associate in Applied Science (AAS) - Advanced Technologies and Public Service Careers Division and Arts and Sciences Division*
- *Advanced Manufacturing Technology*

The motion was adopted.

Recommendation to Discontinue a Program in 2018-19 (Action)

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

- *C# Programming for Modern Computing Environments*

The motion was adopted.

Change to 2018 Schedule of Board Meetings (Action)

It was moved by Trustee Hatcher and seconded by Secretary Davis that the Board establish and hold its annual Spring Retreat on March 9, 2018 at 1:00pm. The Spring Retreat will be held at the Ann Arbor Marriott Ypsilanti at Eagle Crest at the Eagle Crest Golf Clubhouse.

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

Parking Structure Repairs Project (Action)

It was moved by Trustee DeVarti and seconded by Trustee Landau the Board approve a construction contract for Industrial Services Inc. of Ann Arbor, Michigan in the amount of \$141,722.00.

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

Recommendation for New Programs in 2018- 19 (Action)

Recommendation to Discontinue a Program in 2018-19 (Action)

Change to 2018 Schedule of Board Meetings (Action)

Parking Structure Repairs Project (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee Landau 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 8:11 p.m.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

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

**MINUTES
WASHTENAW COMMUNITY COLLEGE
ANNUAL RETREAT OF THE BOARD OF TRUSTEES
ANN ARBOR, MICHIGAN
FRIDAY, MARCH 9, 2018**

CALL TO ORDER

The annual retreat of the WCC Board of Trustees was called to order by Chair Diana McKnight-Morton on March 9, 2018 at 1:04 p.m. at the Ann Arbor Marriott Ypsilanti at Eagle Crest, Ypsilanti, Michigan.

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

Absent: Treasurer Bill Milliken and Trustee Ruth Hatcher

It was moved by Trustee Landau and seconded by Secretary Davis to approve the agenda. The motion was adopted.

Public Comment: There were no public comments

DISCUSSION TOPICS

Topics discussed during the retreat:

- Discussion about the 2018 Honorary Degree Recipient was facilitated by President Bellanca and Chair McKnight-Morton.
- Discussion on Student Success was led by Ms. Linda Blakey, Vice President of Student and Academic Services and Dr. Kimberly Hurns, Vice President of Instruction.
- Discussion on Diversity and Inclusion was led by Clarence Jennings, Dean of Student Success, Access, Equity and Inclusion.
- Discussion on the Budget Process Updates, the Fiscal Year 2018 Financial Forecast and Tuition and Fee Rates was facilitated by Vice President and Chief Financial Officer, Mr. William Johnson.

ADJOURNMENT OF ANNUAL RETREAT

It was moved by Trustee Landau and seconded by Trustee DeVarti that the Board move to adjourn the annual retreat. The motion was adopted. The annual retreat of the WCC Board of Trustees concluded at 6:24 p.m. on Friday, March 9, 2018.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

**March 9, 2018
Annual Board
Retreat**

Discussion Topics

**Adjournment of
Annual Retreat**