

Board of Trustees
Washtenaw Community College

TAB A

ACTION

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


Subject
Approval of Minutes

Date
October 30, 2018

RECOMMENDATION

That the Board of Trustees approve the minutes of the September 25th Special and Monthly Meeting as submitted.

Prepared by: Vanessa Brooks
Title: Executive Administrator to the President
and Secretary to Board of Trustees

Recommended by: 
Rose B. Bellanca, President

**MINUTES
WASHTENAW COMMUNITY COLLEGE
SPECIAL MEETING OF THE BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 25, 2018**

CALL TO ORDER

The Special Meeting of the WCC Board of Trustees was called to order by Vice Chair Christina Fleming on September 25, 2018 at 3:07 p.m. in room 103, Morris Lawrence Building, 4800 E. Huron River Drive, Ann Arbor, Michigan.

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

Absent: Chair Diana McKnight-Morton

Approval of the Agenda (Action)

It moved by Treasurer Milliken seconded by Trustee Landau that the Board approve the September 25th Special Meeting agenda. The motion was adopted.

Public Comment

Ms. Julie Kissel, WCEA 2nd Vice President, English and Writing Faculty welcomed the Board back to campus and extended sympathy to Chair McKnight-Morton and Secretary for their loss.

Remarks of Members of the Board of Trustees

There were no Trustee remarks.

DISCUSSION TOPICS

Topics discussed during the Special Meeting:

- Discussion on the Master Plan was facilitated by President Bellanca and Khan and Associates.
- Discussion on the 2020 -2024 WCC Capital Outlay Plan was facilitated by Mr. Mark Allen, Vice President of Facilities Development and Operations.
- Discussion on the Deferred Maintenance Plan was facilitated by Mr. Mark Allen, Vice President of Facilities Development and Operations and Mr. William Johnson, Vice President of Finance and CFO.

CALL TO ORDER

**Approval of the
Agenda (Action)**

Public Comment

**Remarks of
Members of the
Board of Trustees**

**DISCUSSION
TOPICS**

Motion to Adjourn and Meet in Closed Session (Action)

It was moved by Trustee Hatcher seconded by Trustee Landau that the Board adjourn the September 25, 2018 Special Meeting and move into closed session. The motion was adopted. The meeting adjourned at 5:11 p.m..

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

**Motion to
Adjourn and
Meet in Closed
Session (Action)**

**MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 25, 2018**

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Vice Chair Christina Fleming on September 25, 2018 at 6:08 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

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

Absent: Chair Diana McKnight-Morton

Approval of the Agenda (Action)

It was moved by Trustee Hatcher and seconded by Secretary Davis that the Board approve the September 25th 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 July 17th Monthly Meeting. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

There were no comments given.

Public Comments

There were no public comments given.

Written Communications

There were two communications received.

SPECIAL REPORTS

Introduction of New Faculty

Dr. Kimberly Hurns, Vice President of Instruction read the names of the new faculty members hired that were not present and introduced those who attended.

STEM Scholars

Ms. Kristen Good, Dean of Art and Sciences, introduced Ms. Susan Dental, Life Sciences faculty member who has been leading the STEM Scholars Cohort. Ms. Dental gave the Board highlights of the activities and customized curriculum the cohort is receiving.

Call to Order

Approval of Agenda (Action)

Approval of Minutes (Action)

Citizen Participation

WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

Introduction of New Faculty

STEM Scholars

Voter Democracy Project

Ms. Linda Blakey, Vice President of Student and Academic Services introduced student leader, Matea Pejic. Ms. Pejic spoke to the board about the project she has been working on under the guidance of English faculty member Kim Jones and Director of Student Development and Activities, Mr. Peter Leshkevish, which is focused on increasing the number of registered voters in a non partisan way.

WTMC Update

Ms. Linda Blakey, Vice President of Student and Academic Services introduced WTMC Dean, Mr. Karl Covert. Dean Covert talked to the Board about the composition of the WTMC population. He also highlighted the successes WTMC has accomplished over the last academic year.

Union Training Partnership Update

Dr. Michelle Mueller, Vice President of Economic, Community and College Development highlighted the success of our partnership with the Ironworkers.

Ms. Marilyn Donham, Dean of Apprenticeships and Skilled Trades Training informed the Board that the College has a new trade partnership with the Operative Plasterers and Cement Masons International Association. Lastly, she showed a video that highlighted the UA 's training program this past summer.

Presentation on the Local Strategic Value Document (Section 230 of Public Act 265 for 2018)

Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning and Accreditation, spoke about the compliance document. She reminded the Board that WCC needs to meet four of the five categories in each area in order to be considered for funding.

Dr. Kimberly Hurns, Vice President for Instruction and Dr. Michelle Mueller, Vice President of Economic, Community & College Development spoke about the areas updated for Economic Development and Business and Industry Partnerships.

Ms. Linda Blakey, Vice President of Student and Academic Services reviewed the areas that were updated for Educational Partnerships.

Mr. William Johnson, CFO and Vice President of Finance and Mr. Mark Allen, Vice President of Facilities Development and Operations spoke about WCC's best practices in Community Service.

MONTHLY REPORTS

Personnel Recommendations (Action)

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

Voter Democracy Project

WTMC Update

Union Training Partnership Update

Presentation on the Local Strategic Value Document (Section 230 of Public Act 265 for 2018)

MONTHLY REPORTS

Personnel Recommendations (Action)

Financial Reports (Year End – June 2018) (Action)

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

Facilities Development Report

Mr. Mark Allen, Vice President of Facilities Development and Operations informed the Board that the campus sidewalk and roof replacement projects were completed. Lastly, he mentioned that the Fitness Center hot water system replacement will be executed in 2019.

Remarks of Members of the Board of Trustees

Trustee Hatcher thanked those who put the Board Packets together.

Secretary Davis spoke about the recent college visits in preparation for the development of the college master plan.

President's Remarks

President Bellanca spoke about WCC's designation from the National League of Nursing as a Center of Excellence in Education. Lastly, she thanked Dean Greaves and the Nursing Faculty for their hard work and dedication.

NEW BUSINESS

Review of FY 18 Audit

Vice President and CFO William Johnson communicated to the Board an overview of the audited financials, highlighting the financial results this year compared to last year.

Ms. Michelle Fowler, of Rehmann Robson audit firm, briefed the Board on the draft 2017-2018 audit report, financial statement and supplementary information, the management letter, and the single audit act compliance report. Ms. Fowler stated WCC had a clean audit.

2020 – 2024 WCC Capital Outlay Plan

Mr. Mark Allen, Vice President of Facilities Development and Operations welcomed additional questions on the purposed plan that was presented at the Special Meeting preceding September Monthly Meeting.

**Financial Reports
(Year End – June
2018) (Action)**

**Facilities
Development Report**

**Remarks of
Members of the
Board of Trustees**

President's Remarks

NEW BUSINESS

**Review of FY 18
Audit**

**2020 – 2024 WCC
Capital Outlay
Plan**

Contract Award for MLB Boiler Replacement (Action)

It is moved by Trustee DeVarti seconded by Trustee Hatcher that the Board approve a construction contract for Monroe Plumbing & Heating Co., of Monroe, MI in the amount of \$455,886.00.

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

Contract Award for MLB Air Handling Unit Replacement (Action)

It was moved by Trustee DeVarti and seconded by Trustee Hatcher that the Board approve a construction contract for Monroe Plumbing & Heating Co., of Monroe, MI in the amount of \$548,914.00.

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

Resolution Regarding Section 230 of Public Act 265 for 2018 (Action)

It was moved by Treasurer Milliken and seconded by Trustee Hatcher that the Washtenaw Community College Board of Trustees certifies that the College does meet the best practice standards required for state appropriations under section 230 of the Michigan Public Act 265 of 2018.

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

Revision to the 2018 Schedule of Monthly Board Meetings (Action)

It was moved by Trustee Hatcher and seconded by Trustee Landau that the Board revise the 2018 Schedule of Board Meetings and hold the October Monthly Meeting on October 30, 2018 at 6:00 pm in Morris Lawrence Building, Room 150 located at 4800 East Huron River Drive, Ann Arbor, MI 48105.

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

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

It was moved by Treasurer Milliken and seconded by Trustee Landau that the WCC Board of Trustees approve the appointment of Donald J. Peurach as a Washtenaw Technical Middle College Board of Directors with a term ending April 2021. The motion was updated.

**Contract Award for
MLB Boiler
Replacement
(Action)**

**Contract Award for
MLB Air Handling
Unit Replacement
(Action)**

**Resolution
Regarding Section
230 of Public Act
265 for 2018
(Action)**

**Revision to the
2018 Schedule of
Monthly Board
Meetings (Action)**

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

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that the Board move to adjourn the monthly meeting. The motion was adopted. The Monthly Meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

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