

**Board of Trustees**  
Washtenaw Community College

**TAB A**

**ACTION**

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

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Subject  
Approval of Minutes

Date  
November 19, 2019

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**RECOMMENDATION**

That the Board of Trustees approve the minutes of the October 22<sup>nd</sup> Monthly Meeting as submitted.

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

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

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**MINUTES**  
**WASHTENAW COMMUNITY COLLEGE**  
**MONTHLY MEETING OF THE BOARD OF TRUSTEES**  
**TUESDAY, OCTOBER 22, 2019**

**CALL TO ORDER**

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Christiana Fleming on October 22, 2019 at 6:10 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

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

**Absent:** Trustee Richard J. Landau

Moment of Silence

Chair Fleming asked Trustees to join her in a moment of silence to acknowledge the passing of former Michigan Governor, William G. Milliken.

Approval of Agenda (Action)

It was moved by Secretary DeVarti and seconded by Trustee Hatcher that the Board approve the agenda for the October 22<sup>nd</sup> Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

It was moved by Vice Chair Milliken and seconded by Treasurer Davis that the Board approve the amended minutes of the September 24<sup>th</sup> Meeting as submitted. The motion was adopted.

**CITIZEN PARTICPATION**

WCC Education Association

Mr. David Fitzpatrick, WCCEA President and Social Science faculty, expressed his condolences to Vice Chair Milliken for the passing of his father on behalf of the WCCEA and WCC Faculty.

Public Comments

There were no public comments.

Written Communications

There were six communications received.

**SPECIAL REPORTS**

OER Update

Ms. Joyce Hommel, Executive Director of the Learning Resources Center updated the Board on the progress of the OER initiative. She informed the Board that the estimated cost savings to students was almost 2.7 million dollars in the 2018-19 academic year. Lastly, she informed the Board about the Z-Degree by 23 initiative which has the goal of zero text book cost for a complete degree.

Call to order

Moment of Silence

Approval of Agenda (Action)

Approval of Minutes (Action)

**CITIZEN PARTICPATION**

WCC Education Association  
WCC Education Association

Public Comments

Written Communications

**SPECIAL REPORTS**

OER Update

HLC Update

Dr. Morrison, Executive Director of Institutional Effectiveness, Planning and Accreditation provided the Board with update on the activities that have been taking place in preparation for HLC visit in March 2020. She also briefed the Board on what criteria HLC will be looking for during their visit.

Grants Awarded to Washtenaw Community College

Mr. Philip Snyder, Associate Vice President for Advancement presented an overview of grant activity at WCC for the 2018 – 19 fiscal year to the Board.

Dr. Kimberly Hurns, Vice President for Instruction talked to the Board about the positive impact grants have made for WCC and its students.

Annual Student and Financial Aid Profile; Fall Student Profile

Ms. Linda Blakey, Executive Vice President of Student and Academic Services highlighted data from the 2018 -19 annual enrollment report. She mentioned that over 4,022 degrees and certificates were earned.

Ms. Lori Trapp, Director of Financial Aid, presented the 2018-19 Financial Aid Profile. She thanked her staff for helping 6,121 students receive over \$28,909,469 of aid. She also spoke about the various sources and types of assistance students receive.

Lastly, Ms. Linda Blakey, Executive Vice President of Student and Academic Services highlighted data in the Fall 2019 enrollment report.

**MONTHLY REPORTS**

**Personnel Recommendations (Action)**

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

**Financial Reports (September 2019) (Action)**

It was moved by Vice Chair Milliken and seconded by Treasurer Davis that the Board receive the Financial Reports for September 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. William Johnson, Executive Vice President and CFO briefed the Board on the status of several projects noting that the Firing Range would be complete in December. He also stated that Energy Tower and LA Chemistry Hood projects would begin shortly.

HLC Update

Grants Awarded to  
Washtenaw  
Community College

Annual Student and  
Financial Aid Profile;  
Fall Student Profile

**MONTHLY REPORTS**

**Personnel  
Recommendations  
(Action)**

**Financial Reports  
(September 2019)  
(Action)**

**Facilities Development  
Report**

**REMARKS**

Remarks of Members of Board of Trustees

Trustee Hatcher stated that the College should continue to work on enrollment and not rest on our laurels.

Vice Chair Milliken thanked the Board for the moment of silence in honor of his father. Lastly, he mentioned there will be a Memorial Service in May at Northwestern Michigan College.

Trustee McKnight-Morton spoke about the Association of Community College Trustee Convention that she recently attended and experience she had on the City College of San Francisco Campus Tour.

Treasurer Davis talked about the Association of Community College Trustee Conference that she recently attended. She shared what she learned about the increased sophistication of cyber hackers and the need for increased cyber security at the College.

President's Remarks

President Bellanca thanked Associate Vice President Snyder and Scholarship Coordinator Shana Barker for their hard work with the Kiwanis Club that led to the Foundation receiving \$72,000 for 20 student scholarships. She also thanked faculty member Dale Petty and the Sustainability Committee for helping WCC become a Bike Friendly Campus. Lastly, she invited the Board to attend faculty member Elisabeth Thoburn's' lecture on November 6<sup>th</sup> in Towsley.

**OLD BUSINESS**

2021 – 2025 WCC Capital Outlay Plan (Action)

It was moved by Vice Chair Milliken and seconded by Treasurer Davis that the Board approve the Five-Year Capital Outlay Plan for fiscal years 2021- 2025 as submitted.

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

Recommended Revisions to Policy 2005 – 1<sup>st</sup> Reading (Action)

It was moved by Trustee McKnight-Morton and second by Treasurer Davis that the Board approve the revisions to Policy 2005, Admissions Policy as submitted.

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

**REMARKS**

Remarks of Members of Board of Trustees

President's Remarks

**OLD BUSINESS**

2021 – 2025 WCC Capital Outlay Plan (Action)

Recommended Revisions to Policy 2005 – 1<sup>st</sup> Reading (Action)

**CLASB Flooring Replacement Contract (Action)**

It was moved by Treasurer Davis and seconded by Trustee McKnight-Morton that the Board approve a construction contract with Flooring Technologies in the amount not to exceed of \$370,000.

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

**NEW BUSINESS**

**Submission of Restoration of Millage Proposal as the March 10, 2020 Presidential Primary Election (Action)**

It was moved by Secretary DeVarti and seconded by Vice Chair Milliken that the Board approve the Resolution to Submit a Restoration Millage Proposal at the March 10, 2020 Presidential Primary Election as submitted.

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

**Energy Center Chiller Overhaul Contract**

Mr. William Johnson, Executive Vice President and CFO explained to the Board the need for the overhaul and upgrading of the chillers.

**Public Safety Distributed Antenna System**

Ms. Linda Blakey, Executive Vice President of Student and Academic Services described to the Board how the proposed system will enhance the radio signal strength of the Public Safety Officers and outside emergency personnel.

**Recommendation for a New Program**

Dr. Kimberly Hurns, Vice President for Instruction communicated to the Board the need to add the Medial Assisting Certificate.

**Recommendation to Discontinue Programs**

Dr. Kimberly Hurns, Vice President for Instruction communicated to the Board for the necessity to discontinue the programs submitted.

**Revision to the 2019 Schedule of Monthly Board Meetings (Action)**

It was moved by Trustee Hatcher and seconded by Vice Chair Milliken that the Board of Trustees hold their annual Fall Retreat on November 19<sup>th</sup> from 3:00 pm – 6:00 pm followed by the November Monthly Meeting to begin at 7:00 pm. The Fall Retreat and November Monthly Meeting will be held in Room 150 of the Morris Lawrence Building.

**CLASB Flooring Replacement Contract (Action)**

**NEW BUSINESS**

**Submission of Restoration of Millage Proposal as the March 10, 2020 Presidential Primary Election (Action)**

**Energy Center Chiller Overhaul Contract**

**Public Safety Distributed Antenna System**

**Recommendation for a New Program**

**Recommendation to Discontinue Programs**

**Revision to the 2019 Schedule of Monthly Board Meetings (Action)**

October 22, 2019

Monthly Meeting

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

**Adjournment of Monthly Meeting (Action)**

It was moved by Vice Chair Milliken and seconded by Treasurer Davis that the Board adjourn the Monthly meeting. The motion was adopted. The meeting was adjourned at 8:26 p.m.

Respectfully submitted,

David DeVarti  
Secretary

Christina Fleming  
Chair

**Revision to the 2019  
Schedule of Monthly  
Board Meetings  
(Action(cont))**

**Adjournment of  
Monthly Meeting  
(Action)**