

**WASHINGTON STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES
Minutes of Regular Meeting – March 16, 2020**

Roll Call. Trustee David Vandenberg called the meeting to order at 4:01 p.m. in the Washington State Community College Community Room. Dr. Vicky Wood, WSCC President, took roll call. The following Trustees were present: Mr. Bernie Anderson, Mr. Randy Barengo, Dr. Bradley Carman, Mr. Daniel Pennock, Mr. David Vandenberg, Ms. Susan Vessels, and Ms. Bernita Watson. No Trustees were absent.

Others in attendance included: Dr. Vicky Wood (President), Mr. Jess Raines (VPFA), Ms. Sarah Parker-Clever (VPAA), Ms. Amanda Herb (VPIA), Dr. Heather Kincaid, Mr. Terry Rataiczak (IT), Mr. David Scheimann (Ass't. Dean), Ms. Kathy Temple-Miller (Dean CSS), Ms. Elizabeth Godfrey (Dir. Mkt.), and Mr. Mike Kelly (Marietta Times).

Approval of the Agenda

Trustee Vandenberg asked for any additions or corrections to the agenda. Trustee Barengo moved to approve the agenda as presented, Trustee Watson seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Vandenberg	Yes
Mr. Barengo	Yes	Ms. Vessels	Yes
Dr. Carman	Yes	Ms. Watson	Yes
Mr. Pennock	Yes		

The **March 16, 2020 agenda**, as presented, was approved as **Resolution R6-20**.

Approval of the Minutes

Trustee Vandenberg asked for any additions or corrections to the minutes. Trustee Vessels requested that the title, "Dr." be added in front of "Wood" on the third page. Trustee Pennock moved to approve the minutes with corrections, Trustee Watson seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Vandenberg	Yes
Mr. Barengo	Yes	Ms. Vessels	Yes
Dr. Carman	Yes	Ms. Watson	Yes
Mr. Pennock	Yes		

The **February 24, 2020 WSCC Board Meeting Minutes** were approved with corrections as **Resolution R7-20**.

Public Comment

None.

Recognition of Guests

February Student of the Month

The March Student of the Month, Airetta Kincaid, was not in attendance. Trustee Vandenberg suggested recognizing three students next month to allow the February and March students another opportunity to attend.

Administrative Reports via Consent Agenda

Human Resources

Mr. Jess Raines reviewed the HR report. Human Resources is in various stages of hiring for a number of positions including the Academic Dean of Technology and Transfer, the Director of Clinical Education, Respiratory Therapy, the Director of Human Resources, and nursing faculty. Two applicants for the Director of Human Resources position

are scheduled for second-round interviews next week. Several resignations and retirements were announced including several adjunct faculty, Darren Wood, Biological Sciences Faculty, and Jesse Roush, Executive Director of Workforce Development & Corporate Partnerships.

Finance Report

Mr. Raines reviewed the finance reports for the period ending in February 29, 2020. WSCC revenue is up 4.97% over the same eight months of the prior year, which is attributed to a combination of enrollment and tuition increases, an increase in state appropriations, and increases in investment revenue and administrative fees. Expenses over the same eight months the prior year are also up 9.98% with increased spending in Instructional, Student Services, Institutional Support, Operations and Maintenance, and Scholarships and Fellowships. The variance report was reviewed with the Trustees. In reviewing the Balance Sheet, Mr. Raines stated the cash position has increased by 11.6% since the beginning of the year. He also directed the Trustees' attention to the various Fund Balances of the college. Mr. Raines stated that the college is in good shape financially especially given the increase in enrollment.

Trustee Vandenberg asked for a motion to accept the Administrative Reports via Consent Agenda, as presented, by Mr. Raines. Trustee Carman moved to approve the Consent Agenda, Trustee Vessels seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Vandenberg	Yes
Mr. Barengo	Yes	Ms. Vessels	Yes
Dr. Carman	Yes	Ms. Watson	Yes
Mr. Pennock	Yes		

The Administrative Reports via Consent Agenda, as presented, was approved as **Resolution R8-20**.

President's Report

President's Update

Dr. Vicky Wood gave her update as a PowerPoint presentation. She reviewed the college's multifaceted response plan to the COVID-19 outbreak. She outlined the ways in which WSCC plans to create a safe atmosphere for students, faculty, and staff. Measures being taken by the college include moving as many courses online as possible, limiting on-campus classes to only those with lab components, suspending college-related travel, cancelling on-campus events, and giving staff an option to work remotely. The college is also asking employees who have been to high-risk areas or who are displaying symptoms to self-quarantine for 14 days. Marietta does not currently have the ability to locally test for COVID-19, the earliest turnaround for test results is 4 days. Mr. Raines discussed the potential impact of COVID-19 on tuition, refunds, and financial aid and the need to be flexible during the pandemic. Trustee Vandenberg asked if the Board needed to provide approval for any of these changes. Dr. Wood provided that this was just an update to keep the Trustees informed but that approval from the Board was not needed to implement these changes.

The Trustees decided to move Ms. Amanda Herb's Strategic Goal & Funding update to the April 20, 2020 meeting.

Executive Session

Trustee Barengo made a motion to go into Executive Session to consider the employment and compensation of a public employee; Trustee Vessels seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Vandenberg	Yes
Mr. Barengo	Yes	Ms. Vessels	Yes
Dr. Carman	Yes	Ms. Watson	Yes
Mr. Pennock	Yes		

The Trustees moving to **Executive Session** was approved as **Resolution R9-20**.

The Trustees entered the Executive Session at 4:37 p.m. The Trustees exited the Executive Session at 5:06 p.m.

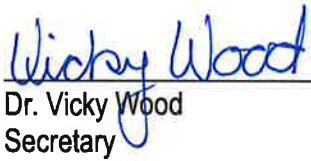
Adjournment

Trustee Carman moved to adjourn the meeting; the motion was seconded by Trustee Watson, and the March 16, 2020 meeting of the Board adjourned at 5:17 p.m.

Next Meeting. The next regular meeting of the Board of Trustees will be held on April 20, 2020, at 4 p.m. in the Community Room at Washington State Community College.



Mr. Randy Barengo Date
Trustee

 4-20-20

Dr. Vicky Wood Date
Secretary

