

**WASHINGTON STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES
Minutes of Regular Meeting – April 20, 2020**

Roll Call. President Dr. Vicky Wood 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 at roll call: Mr. Bernie Anderson, Mr. Randy Barengo, and Mr. Daniel Pennock, Dr. Brad Carman joined the meeting at 4:58 p.m. The following Trustees were absent: Ms. Bernita Watson.

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 Ms. Michele Newbanks (Marietta Times).

Election of Chair Pro Tem

Dr. Vicky Wood nominated Trustee Barengo to serve as Chair Pro Tem for the duration of the April 20, 2020 meeting of the WSCC Board of Trustees.

Approval of the Agenda

Chair Pro Tem Barengo asked for any additions or corrections to the agenda. Trustee Anderson moved to approve the agenda as presented, Trustee Pennock seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Absent
Dr. Carman	Absent		

The **April 20, 2020 agenda**, as presented, was approved as **Resolution R10-20**.

Approval of the Minutes

Chair Pro Tem Barengo asked for any additions or corrections to the minutes. Trustee Pennock moved to approve the minutes as presented, Trustee Anderson seconded, seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Absent
Dr. Carman	Absent		

The **March 16, 2020 WSCC Board Meeting Minutes** were approved with corrections as **Resolution R11-20**.

Public Comment

None.

Recognition of Guests

None.

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 full-time and part-time positions, including the Director of Human Resources and the Director of Upward Bound. Face-to-face interviews have been temporarily moved to the Zoom Video Conference client in order to adhere to social distancing requirements. Face-to-face interviews will resume upon the reopening of the WSCC campus. In response to COVID-

19, Ms. Kathleen Baker, Director of Clinical Education – Respiratory Therapy, requested to amend her retirement date to December 09, 2020. Several resignations of part-time faculty were announced.

Finance Report

Mr. Raines reviewed the finance reports for the period ending in March 31, 2020. Mr. Raines stated that the college is in good shape financially as reflected in the reports submitted to the Board. Mr. Raines stated a 15-20% (estimated \$215K – 287K) cut in subsidy from the state for the fourth quarter of the current fiscal year is anticipated. Mr. Raines does not expect this cut to negatively affect WSCC operations this year. Mr. Raines expects a similar percentage reduction going into fiscal year 2021. WSCC will be receiving federal dollars through the CARES Act, 50% of these funds, approximately \$463K are to be distributed to students affected by COVID-19, the same amount will be awarded to the school to offset financial burden experienced by WSCC due to COVID-19. Mr. Raines indicated the leadership team is still waiting for additional clarifications regarding eligibility and distribution. Chair Pro Tem Barengo questioned when the CARES Act funds to be awarded to the college will be available. Mr. Raines anticipates funds from the CARES Act will not be available until fiscal year 2021.

Chair Pro Tem Barengo asked for a motion to accept the Administrative Reports via Consent Agenda, as presented by Mr. Raines. Trustee Anderson moved to approve the Administrative Reports via Consent Agenda, Trustee Pennock seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Absent
Dr. Carman	Absent		

The **Administrative Reports via Consent Agenda**, as presented, was approved as **Resolution R12-20**.

Academic Policy Revisions via Consent Agenda

10.500 Academic Appeals Process

Ms. Sarah Parker-Clever reviewed changes made to the academic appeals process to more clearly define and streamline the process. Ms. Parker-Clever explained that the changes to the policy expand upon the extenuating circumstances allowing a student to appeal an academic decision and allow the appropriate faculty members and deans to process appeals before they are escalated to an appeals committee.

10.332 Quality Points

Ms. Parker-Clever reviewed changes made to the quality points grading system. The change adds a new, "Withdrawal Emergency (WE)" code to the grading system to allow WSCC to document COVID-19-related withdrawals.

Chair Pro Tem Barengo asked for a motion to accept the Academic Policy Revisions via Consent Agenda, as presented, by Ms. Parker-Clever. Trustee Pennock moved to approve the Academic Policy Revisions via Consent Agenda, Trustee Anderson seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Absent
Dr. Carman	Absent		

The **Academic Policy Revisions via Consent Agenda**, as presented, was approved as **Resolution R13-20**.

President's Report

President's Update

Dr. Vicky Wood applauded the WSCC team's resiliency and resourcefulness during Ohio's Stay-at-Home Order. Once the Stay-at-Home Order has been lifted, WSCC will implement a three phase reopening plan. Phase one brings employees unable to work from home will begin returning to campus in May, phase two will allow a small number of students enrolled in courses containing a mandatory lab component to return to campus in June, phase three is to be determined at a later date. All persons returning to campus will strictly adhere to all CDC and state health guidelines, including temperature checks, face masks, and social distancing.

Strategic Goal & Funding Update

Ms. Amanda Herb showed a PowerPoint presentation that explained how WSCC's strategic goals correlates with state funding. Trustees Pennock and Anderson thanked Ms. Herb for her presentation.

Trellis Report

Ms. Kathy Temple-Miller showed a PowerPoint presentation highlighting the results from the Trellis Report. Chair Pro Tem Barengo asked Ms. Temple-Miller to update the Board of Trustees once a year on this report.

New/Old Business

Contract with North Central Ohio Educational Service Center

Dr. Wood explained that the Contract with North Central Ohio Educational Service Center will provide consultants for the Workforce Development position. Chair Pro Tem Barengo clarified that the consultants would take-over the position of Director of Workforce Development, previously held by Mr. Jesse Roush, and that the agreement would be expense-neutral.

Chair Pro Tem Barengo asked for a motion to accept the Contract with North Central Ohio Educational Service Center. Trustee Anderson moved to approve the Contract with North Central Ohio Educational Service Center, Trustee Pennock seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Absent
Dr. Carman	Yes		

The **Contract with North Central Ohio Educational Service Center** was approved as **Resolution R14-20**.

Board to Select 2020 Trustee Officers

Dr. Wood shared that it is the recommendation of the Board for Trustees for Bernie Anderson to serve as Chairman and Trustee Randy Barengo as Vice-Chairman of the 2020 WSCC Board of Trustees.

Chair Pro Tem Barengo asked for a motion to accept the recommendations for 2020 Trustee Officers. Trustee Pennock moved to approve the recommendations for the 2020 Trustee Officers, Trustee Carman seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Absent
Dr. Carman	Absent		

The **recommendations for 2020 Trustee Officers** were approved as **Resolution R15-20**.

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. Pennock	Yes
Mr. Barengo	Yes	Ms. Watson	Yes
Dr. Carman	Yes		

The Trustees moving to **Executive Session** was approved as **Resolution R16-20**.

The Trustees entered the Executive Session at 5:10 p.m. The Trustees exited the Executive Session at 5:20 p.m.

Adjournment

Trustee Carman moved to adjourn the meeting; the motion was seconded by Trustee Watson, and the April 20, 2020 meeting of the Board adjourned at 5:22 p.m.

Next Meeting. The next regular meeting of the Board of Trustees will be held on May 18, 2020, at 4 p.m. via Zoom.

Randy Barengo 05/18/20
Mr. Randy Barengo Date
Chair Pro Tem

Vicky Wood 5-18-20
Dr. Vicky Wood Date
Secretary