

**WASHINGTON STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES
Minutes of Regular Meeting – August 16, 2021**

Roll Call. Chairman Anderson called the meeting to order at 4:00 p.m. in the Community Room in the Main Building. Ms. Cecily Fyffe, Executive Assistant to the President at WSCC, took roll call. The following Trustees were present at roll call: Mr. Randy Barengo, Mr. Dan Pennock, Mr. David Vandenberg, Ms. Susan Vessels, Ms. Jodey Altier, Mr. Bernie Anderson, and Mr. Tyler Wilcox.

Others in attendance included: Dr. Vicky Wood (President), Ms. Sarah Parker (VPAA), Ms. Amanda Herb (VPJA), Dr. Heather Kincaid (Dean Health), Mr. Gary Barber (Dir. WFD), Mr. Brandon Herb (Dir. Facilities), Ms. Angela Lang (Interim CFO), Dr. Jona Hall (Dean Public Services & Transfer), Ms. Jean Worstell (HR Manager), Ms. Charity Browning (HR Specialist), Ms. Kathy Temple-Miller (Dean SS), Ms. Reba Bartrug (Dir. Financial Aid) and Mr. Mackenzie (Mack) Smith (SoM).

Approval of the Agenda

Chairman Anderson asked for any additions or corrections to the agenda. Vice Chairman David Vandenberg moved to approve the agenda as presented, Trustee Vessels seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The **August 16, 2021 agenda**, as presented, was approved as **Resolution R24-21**.

Approval of the Minutes

Chairman Anderson asked for any additions or corrections to the minutes of the June 14, 2021 meeting. Trustee Vessels moved to approve the minutes as presented, Trustee Pennock seconded, and the motion passed with a roll call vote.

Mr. Anderson	Abs	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The **June 14, 2021 WSCC Board Meeting Minutes**, as presented, were approved as **Resolution R25-21**.

Public Comment: None

Swearing in of New Trustee - Tyler Wilcox

Chairman Anderson swore in Mr. Tyler Wilcox as a new Washington State Community College Board of Trustees member. Mr. Wilcox was appointed by Governor Mike DeWine.

Recognition of Guests

Student of the Month

Dr. Wood recognized the August Student of the Month, Mr. Mackenzie (Mack) Smith. Mr. Smith, a Business Management Technology student, discussed his reasons why he chose to begin his adult education journey at WSCC. He explained that online courses and the 8-week option give him the flexibility to enroll as a full-time student while also continuing to work full-time.

New Staff

Dr. Wood recognized the college's new Human Resources Specialist, Charity Browning. Ms. Browning introduced herself and gave the board an overview of her background in Human Resources and what led her to WSCC.

Policy Updates via Consent Agenda

Ms. Angela Lang presented an updated version of Chapter 8 of the College's Policy and Procedure manual. **Policy 8.650 - Refunds**, was updated to better align with the college's CCP students' schedules and the timeline of when students are permitted to withdraw from a semester. Ms. Lang also clarified 'other college fees' are non-refundable fees such as exam fees and laptop fees. Ms. Lang also presented the update to **Policy 8.310 - Early Enrollment Program (EEP)**. The college's previous policy did not allow students to enroll in CCP and EEP in the same semester. This updated policy allows students to utilize the full 30 credit hours allowed through CCP along with EEP in the same term.

Ms. Sarah Parker presented an updated version of **Policy 4.100 Employee Categories**, for the board's approval. This policy update reflects changes to adjuncts ranks. The college will move from a 6-rank system for adjuncts to a single level with a standard rate of \$35 per hour for all adjuncts. Ms. Parker discussed the college's current rates and how WSCC compares to other community colleges.

Chairman Anderson asked for a motion to approve the Policy Updates via Consent Agenda. Trustee Barengo moved to approve the Policy Updates via Consent Agenda, Trustee Wilcox seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The **Policy Updates via Consent Agenda**, as presented, was approved as **Resolution R26-21**.

Administrative Reports via Consent Agenda

Human Resource Report

Mr. Gary Barber presented the Human Resources report as noted in the board packet. The College is currently in the process of hiring multiple full-time and part-time positions. Mr. Barber thanked the team for their tremendous work in filling the open Health Sciences positions.

Resolutions

Resolution Authorizing Purchase of Classroom Furniture for The Arts and Sciences Building: This resolution approves the purchase of furniture for the newly combined classrooms in the A&S Building. The renovation combined four classrooms into two larger classrooms equipped for the college’s Hi-Flex model.

Resolution Authorizing Reallocation of Capital Improvement Building Funds: This resolution allows the college to move unused funds that were previously set aside for specific projects to new projects on campus. After passing this resolution, the college will then submit this request to the Controlling Board for final approval.

Resolution Authorizing Release of Capital Funds for Health Sciences Renovation Project: This resolution was submitted to the board in order for the college to rebid the Health Sciences Renovation project, which originally came over the 10% threshold. The renovation is planned to be completed by the state of the 2022-23 academic year.

Resolution for Authorizing the Construction Contract for the Arts and Sciences Envelope Renovation Project: This resolution authorizes the college to request bids for the planned construction on the A&S Building envelope. Mr. Brandon Herb and Mr. Gary Barber discussed the extent of the issues and how those issues will be addressed.

Chairman Anderson asked for a motion to approve the Administrative Reports via Consent Agreement. Trustee Barengo moved to approve the resolution, Trustee Altier seconded, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The **Administrative Reports via Consent Agenda**, as presented, was approved as **Resolution R27-21**.

President’s Report

Dr. Vicky Wood briefed the board on her lunch with the Governor where the presidents from Ohio’s 23 community colleges joined. Dr. Wood turned the floor over to Ms. Amanda Herb who updated the board on the college’s current COVID-19 protocol. The college sent out a campus communication regarding these updates and reminded students, staff, and faculty that the college offers free test kits and asked individuals to notify the college if they tested positive. Trustee Pennock asked whether the college would be implementing a mask mandate. Dr. Wood stated that at this time, the college will not be implementing such a mandate, but will continue to monitor cases on campus and make a mask mandate, if needed.

Dr. Wood recognized Ethan and Susan Vessels for their contribution to the college in the form of a new scholarship for veterans. Dr. Wood and the trustees board shared appreciation for the Vessels’ generosity.

Mr. George Bilokonsky, Dean of Engineering and Business, and Mr. Trevor Cochran, STEM Specialist, led a tour of the college’s newly renovated and equipped Engineering Wing. Dean Bilokonsky showcased the labs and equipment that students will utilize. The tour finished with a demonstration from Mr. Cochran on the college’s new Fanuc robotics automation process.

Executive Session

Trustee Pennock made a motion to go into Executive Session to discuss the employment of an employee or employees, Vice Chairman Vandenberg seconded, and the motion passed with a roll call vote. The Trustees along with Dr. Wood entered the Executive Session at 5:38 p.m.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The Trustees moving to **Enter Executive Session** was approved as **Resolution R28-21**.

Trustee Barengo made a motion to exit Executive Session, Trustee Vessels seconded, and the motion passed with a roll call vote. The Trustees exited the Executive Session at 5:56 p.m.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The Trustees moving to **Exit Executive Session** was approved as **Resolution R29-21**.

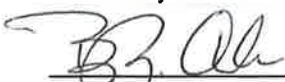
Adjournment


Trustee Barengo moved to adjourn the meeting at 6:00 p.m., the motion was seconded by Chairman Anderson, and the motion passed with a roll call vote.

Mr. Anderson	Yes	Mr. Pennock	Yes
Mr. Barengo	Yes	Mr. Vandenberg	Yes
Ms. Altier	Yes	Ms. Vessels	Yes
Mr. Wilcox	Yes		

The **Adjournment of the June 14, 2021 Meeting of the Board of Trustees** was approved as **Resolution R30-21**.

Next Meeting. The next regular meeting of the Board of Trustees will be held on September 20, 2021, at 4 p.m. in the Community Room.

 9/20/21
 Mr. Bernie Anderson Date
 Chairman

 9/20/21
 Dr. Vicky Wood Date
 Secretary