

# WETCC Council of Trustees

## Regular Meeting Minutes

4/10/2017

2:00 p.m.

WETCC Mitigomizh Conference Room

**Roll call:** Joy Anne Annette, Joan LaVoy, Merlin Deegan, Michael Fairbanks. **Absent:** Sue Heisler, Dean Johnson, Nicole Martinson. **Others present:** Tracy Clark, Joel Verschay, Kami Lhotka, Patty Schultz (recorder).

- I. **Call to Order:** Joy Anne called the meeting to order at 2: 26 p.m.; a quorum was present.
- II. **Approval of agenda:** Tracy proposed moving Item VI. b. Review of Curriculum and Assessment up to follow Item III., Public Comments. *Motion made by Merlin to approve with change, Second by Michael. All in favor, motion carried. Tracy proposed an amendment to the motion to move Item VI. b. to follow Item IV. Introduction of New Employees. Motion made by Joan to accept; Second by Michael. Motion carried.*
- III. **Public Comments:** none.
- IV. **Introduction of New Employees:** Sharon Buermann, IT Coordinator, and Joel Verschay, English Faculty, was introduced to the Board, and vice versa.

**(Moved item):**

### VI. Board Governance

b. Review of Curriculum and Assessment: The Board requested annual curriculum, program, and assessment reviews in the future, and they plan to create the policies and procedures to have oversight to ensure our curriculum aligns with our mission. HLC expects us to measure assessment through our Learner Outcomes. Tracy is working with Joel to ensure that Faculty Senate is aware of their charges, and Faculty Senate is working on curriculum mapping with Learner Outcomes, to be listed in the Academic Catalog. The Board requested to have final approval on Learner Outcomes, even though Faculty is already moving forward. Tracy recommended the Board allow Faculty Senate to carry on at this time. The Board requested Joel stress to Faculty to have open communication with the Board.

### V. Action Items:

- A. **Approval of March 13, 2017 Meeting Minutes:** *Motion made by Merlin to approve with no changes; Second by Joan. All in favor, motion carried.*
- B. **Approval of Finance Office Report:** Motion made by Joan to approve; Second by Michael. All in favor, motion carried.
- C. **Large Expenditures:** Artic Information Technology service fees for GP implementation of \$14,602.50: *Motion to approve made by Joan; Second by Merlin. All in favor, motion carried.*

D. **Contracts:** N/A Board requested a copy of the External Contract Policy.

E. **Approval of President's Report/Monthly Department Reports:**

- i. Approval of Monthly President's Report: *Motion made by Merlin to approve President's monthly report; Second by Joan. All in favor, motion carried.*

F. **Policy Changes/Approvals:** N/A, *Special meeting for Policy Review was rescheduled for Monday, May 1, at 10:00 a.m.*

G. **Grants:** A list of current grants was distributed to the Board.

H. **Signatures needed:**

- i. Regular Meeting Minutes (4/10/2017): *Signed by Joy Anne.*
- ii. Approval/signature of President's travel: *Signed by Joy Anne.*
- iii. Mileage sheets: *Signed by Joy Anne.*
- iv. Revised By-Laws: *Signed by Joy Anne.*

VI. **Board Governance:**

- a. Review of By-laws to enhance board's support of students
- c. In-service Board Training

VII. **Calendar Updates:** Quarterly activities calendar was distributed.

VIII. **Discussion Items:**

- a. Pow-wow
- b. HLC timeline, actions, letters

VII. **Executive Session:** none

**Results from Executive Session:**

VIII. **Adjournment:** *Motion to adjourn made by Joan; Second by Michael. All in favor, adjourned at 5:20 p.m.*

Minutes submitted by: Patty Schultz

Minutes approved by:  date 5/8/2017