



BOARD OF TRUSTEES MEETING
February 19, 2020
3:00 P.M. – Room 2310, Wenatchi Hall

AGENDA

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CALL TO ORDER

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PUBLIC COMMENT

Persons wishing to address the board must sign up and limit their remarks to three minutes.

ADJOURNMENT

NOTE: An Executive Session may be called for any reason allowed under the Open Public Meetings Act (RCW 42.30)

BOARD MEETING: **February 19, 2020**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

Regular Board Meeting Minutes for January 15, 2020 and Special Board Meeting for January 21, 2020

BACKGROUND:

Attached are the minutes from the January 15, 2020 regular board meeting and the January 21 special board meeting for approval.

RECOMMENDATION:

That the minutes from the January 15, 2020 regular board meeting and the January 21 special board meeting be approved.

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Regular Board Meeting
January 15, 2020 – 3:00 P.M.
Room 2310, Wenatchi Hall

MINUTES

ATTENDANCE

Trustees Present:

Phyllis Gleasman, Chair
Tamra Jackson, Vice Chair (via Zoom)
June Darling
Steve Zimmerman

Also Present:

Cabinet Members
Faculty Members
Classified Employees
Others

CALL TO ORDER – 3:03 P.M.

The regular board meeting was opened with the reading of the land acknowledgement statement by Board Chair, Phyllis Gleasman.

APPROVAL OF MINUTES

1. **November 20, 2019, Board Meeting**

MOTION NO. 2325

June Darling moved that the minutes of the November 20, 2019 board of trustees meeting be approved. The motion was seconded by Tamra Jackson and carried unanimously.

CELEBRATING SUCCESS

2. **Men's Soccer Playoffs**

The Wenatchee Valley College men's soccer team celebrated a successful fall campaign in 2019, returning the program to heights not seen in well over a decade as they advanced to the NWAC quarterfinal match following a stunning overtime victory in the first round of the playoffs at Highline College.

The Knights were led by five strong sophomores, all born and raised here in the Wenatchee Valley and surrounding areas. Nearly the entire roster was built from right here at home in north central Washington, a testament to the quality and development of our youth throughout the region.

Following a promising preseason, the Knights were strong against THE toughest region in the conference, and even had an opportunity on the last weekend of the season to contend for the region title. Ultimately,

the Knights made the postseason for the first time since 2012, and were victorious in the postseason for the first time in over a decade.

The team should retain over 85 percent of its roster for next year, a figure that bodes well for continued success on the field.

3. **Center of Excellence, Student Study Abroad: Vietnam**

Three WVC students – Alex Capi, Leslie Moreno, and Junior Ramirez – represented WVC in a summer study abroad that followed Washington’s tastiest export– the apple – from Wenatchee Valley to wholesale and retail markets in Vietnam.

WVC partnered with the Center of Excellence for Global Trade and Logistics to provide a Follow the Supply Chain short term faculty led study abroad to Vietnam. Four colleges – WVC, Tacoma, Highline, and North Seattle – provided faculty expertise and student opportunity. This transformational learning experience began in the orchards of Chelan and Douglas counties, toured one of the production facilities and then followed the apple to wholesale markets in Vietnam. Students completed associated projects in courses such as business, logistics, international communications, or related courses to further integrate the learning. Funding raising by the Center of Excellence minimized student costs and helped WVC meet its goal to provide opportunity for students who might not otherwise be able to study abroad.

SPECIAL REPORTS

4. **Lexi Reyna-Goodman, ASWVC Wenatchee President**

A written report from Lexi Reyna-Goodman was included in the board information packet. In addition to the written report, Lexi shared that the Senate winter retreat in collaboration with Omak was a success.

5. **Adrian Carrillo, ASWVC Omak President**

A written report from Adrian Carrillo was included in the board information packet.

6. **Patrick Tracy, AHE President**

Mr. Tracy presented the board with a vote of no confidence calling for the immediate removal of President Richardson. The reasons for the request of removal:

- His failure to uphold the duties he has been tasked with in his employment contract by not behaving in a professional manner and by injuring the reputation of the college.
- The effects his mismanagement has had on the college’s mission statement, specifically related to the college now being impaired in its ability to serve the educational needs of the community and to deliver high quality education.

Mr. Tracy handed President Richardson and each trustee a packet that included an eleven page report. Mr. Tracy requested that the trustees respond by January 22, 2020 otherwise he would release the report to the public.

7. **Mike Nelson, WPEA Chief Shop Steward**

Mr. Nelson shared his concern regarding the financial wellbeing of the college and the impact on classified staff. He is worried the workload of staff laid off will be distributed among classified staff only. President Richardson has not conveyed how the problem will be fixed or how it will move forward. He requested that the trustees be proactive and engaged in the future of the college.

STAFF REPORTS

8. **Brett Riley, Vice President of Administrative Services**
In addition to Brett Riley's written report, he thanked Janis Fredson, Beth Hayes and Brenda Galvan for their work with the budget.
9. **Tod Treat, Vice President of Instruction**
A written report from Tod Treat was included in the board information packet.
10. **Chio Flores, Vice President of Student Services**
A written report from Chio Flores was included in the board information packet.
11. **Jim Richardson, President**
In addition to President Richardson's written report, he shared that he would be meeting with all three representatives from District 7 and 12.

ACTION

12. **Sabbatical Leave Requests: Jim Richardson, President**
Recommendations for sabbatical leave follow the process outlined in AHE Contract, Article VII, Section H.2. The professional development committee received one application from faculty seeking professional (sabbatical) leave during the 2020-2021 academic year. The applicant is Amy Shank, English instructor. The committee also received one application from faculty seeking professional leave during the 2021-2022 academic year. The applicant is Angela Russell, math instructor. The committee carefully reviewed, considered and evaluated the applications according to the guidelines of the sabbatical leave. The committee came to a decision to recommend a full-year sabbatical leave for Amy Shank beginning fall quarter 2020, ending spring quarter 2021 and a full-year sabbatical for Angela Russell beginning fall quarter 2021, ending spring quarter 2022.

Steve Zimmerman moved that the board approve a full year sabbatical leave for Amy Shank for the 2020-2021 academic year and a full year sabbatical leave for Angela Russell for the 2021-2022 academic year. The motion was second by June Darling and carried unanimously.

MOTION NO. 2326

PUBLIC COMMENT

Ann Reyna – Ms. Reyna voiced her concern over the college staff losing focus as to why it exist; the college is here to serve students and provide an education. There is a need to work together to fix the problem so that it does not happen again. She expressed her respect for President Richardson and the three vice presidents.

ADJOURNMENT – 3:40 meeting adjourned.

Secretary

Chair

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Regular Board Meeting

January 21, 2020 – 11:00 A.M.

Room 2322A, Wenatchi Hall

MINUTES

ATTENDANCE

Trustees Present:

Phyllis Gleasman, Chair
Tamra Jackson, Vice Chair (via Zoom)
June Darling
Steve Zimmerman

Also Present:

Cabinet Members

CALL TO ORDER – 11:00 A.M.

The special board meeting was opened by Board Chair, Phyllis Gleasman.

EXECUTIVE SESSION

The board entered into Executive Session to discuss items related to RCW 42.30110(1).

ADJOURNMENT – 12:35 P.M.

Secretary

Chair

BOARD MEETING: **February 19, 2020**
AGENDA ITEM: **#2 - Information**
CATEGORY: **CELEBRATING SUCCESS**
Athletic Hall of Fame

BACKGROUND:

WVC Athletics and the entire Wenatchee Valley College family celebrated another marquee event on the WVC campus, January 31, 2020.

The WVC Athletics Hall of Fame and Follow Your Dreams Scholarship Auction welcomed 400 guests to the McGuire Student Rec Center to honor the inductions of Karissa Martin (Harle) , (1999—'01 women's basketball star), Dalton Thomas, and the 1971 Football team. The event featured both silent and live auctions, and a paddle raise, all in the name of raising funds toward the support of student-athlete scholarships here at WVC. The event raised in excess of \$65,000 through table/ticket sales, auction games, and silent and live auctions.

For more detailed event information and contributors, please visit gowvc.com.

List of tremendous contributors to the success of the event:

Danny Zavala-Managed the facility and the entire operation of logistics from event start to finish

Ana Vazquez-Primary coordinator of the entire event, start to finish

Sean La Shier-Managed all of the IT setup and sound throughout the night

WVC Foundation Staff-Stellar logistics staff

Rachel Goetz, Jeremy Harden, Zach Clanton, CJ Ketron, Brian Widener managed the auction games, raising approximately \$8,000 for the evening.

Mike Lantzy and entire custodial crew-exceptional support both prior to after the event

All of our student-athletes played an active role in the event, either before, after, or during.

BOARD MEETING: **February 19, 2020**
AGENDA ITEM: **#3 - Information**
CATEGORY: **CELEBRATING SUCCESS**
Transforming Lives Nominee

BACKGROUND:

The Washington State Association of College Trustees (ACT) honors 34 community and technical college students each year at its annual Transforming Lives awards ceremony. The annual ceremony recognizes current and former students of community and technical colleges whose lives were transformed by attending their college. The winners were nominated by their college's board of trustees. From the winners, ACT selected five as keynote speakers. Each also received \$500 from the association.

Matt Yearous, a Wenatchee Valley College student and the WVC nominee for the Transforming Lives Award, was honored at the Transforming Lives Awards ceremony in Olympia on Jan. 17.

Matt attended with his wife, mother, WVC faculty and nominator, Jennifer Korfiatis, two trustees and WVC President Dr. Jim Richardson.

Matt returned to school after a successful career in the Puget Sound area. Due to unexpected health complications, Matt was forced to leave a career he loved and spent 13 years as a stay-at-home father. Matt originally enrolled at WVC in 2008, but the same health issues that cost him his job made academics impossible. Returning to school as a non-traditional student is always difficult, but Matt has not only reclaimed his education, he has thrived while doing it.

“My life has been positively transformed through my time here at WVC and has led to some of the most significant personal and professional growth of my life,” he wrote in his award application. “Before the diagnosis of my seizure disorder, most of my life was spent working in labor intensive professions. Choosing this path of higher learning has shifted my strengths from the physical to mental. I believe that the passion that our teachers have for what they do has led to my success as a student and as person. Professors Korfiatis, Choman and Martin have, in their own way, helped in transforming my life. If it wasn’t for them, I don’t believe I would have been able to fully overcome the obstacles that I faced in returning to WVC.”

This past fall, Matt completed his studies at WVC and earned a degree in accounting and business.

BOARD MEETING: **February 19, 2020**

AGENDA ITEM: **#4 – Information**

CATEGORY: **SPECIAL REPORTS**

Lexi Reyna-Goodman, ASWVC Wenatchee President

BACKGROUND:

CURRENT MEMBERS:

President: Lexie-Reina Goodman
Vice President: Ellie Gear
Treasurer: Nathan Nguyen
Secretary: Lina Mercado-Tejada
Director of Campus Activities: Braxton Igne
Director of Diversity: Esmerelda Valencia
Director of Public Relations: Leslie Moreno-Ramirez
Director of Social & Civic Responsibility: Kal Cummings
Director of Health and Wellness: Rafael Borjas
Senate Ambassador: Maria Orozco
Senate Ambassador: Ashley Agren
Senate Ambassador: Aurelia Guerrero

UPDATES:

❖ Lina is now the ASWVC secretary and Lindsay Johnson has left the team due to the Senate interrupting her studies.

EVENT UPDATES:

❖ Intramural basketball went really well with over 13 teams participating
❖ Chinese new year went really well with over 130 people taking a red envelope
❖ Legislative day was a great success with 156 postcards being sent to Washington representatives
❖ Winter retreat with the Omak students went well. We strengthened relations and came up with many event ideas for the winter quarter.

UPCOMING EVENTS:

❖ Black History Month event: February 13th
❖ Personal Wellness Day & game night: February 26th
❖ Open Mic Night: March 5th
❖ Earth Day: April 22nd
❖ Basketball halftime event: February 19th

SENATE ACTIONS AND APPROVALS:

❖ Senate approves \$1,000 for Earth Day
❖ For funding of international tutoring, Senate approves \$2,500
❖ Senate approves \$56.32 for winter wonderland dance overdraft
❖ Senate passes \$700 for weekly refreshments
❖ Senate approves \$500 for Chinese new year event
❖ Senate approves \$200 for Senate gathering
❖ Senate approves the use of the rec center for Black History Month event
❖ Senate approves \$500 for legislative day event
❖ Senate approves \$2,000 for M.E.Ch.A. Nationals
❖ Senate approves the promotion of Lina Mercado-Tejada for secretary position
❖ Senate approves 250 for halftime event

BOARD MEETING: **February 19, 2020**

AGENDA ITEM: **#5– Information**

CATEGORY: **SPECIAL REPORTS**

Adrian Carrillo, ASWVC Omak President

BACKGROUND:

January:

- January 11 and 12- ASWVC and ASWVCO students had a Student Government Retreat at WVC Student Recreation Center. We learned new skills, had fun and enjoyed watching a WVC Knights women's basketball game.
- January 22 and 23- Students Kimberly Marrero, Sinai Espinoza, advisor Livia Millard, along with WVC students and Erin Tofte Nordvik attended the Legislative Day in Olympia and met with local legislatures.
- January 27th SNOW at O students attended Nurse Lobby Day in Olympia.
- Student Cabinet purchased a minimum of twenty-five gym memberships for students.
- Student Cabinet have started a bi-weekly food day. Students are able to come and eat free food that has been purchased by student government.
- Student Cabinet purchased stickers and accessories for Black History month.
- Student Cabinet and Red Road Association purchased 15 copies each of the book, There There by New York Times Best Seller author Tommy Orange. Student Government is organizing vans of students to attend the Tommy Orange event on April 18th in Nespelem at the Lucy Covington Government Center.
- January 30th- Student Cabinet hosted "Game Night" where students played board games and enjoyed pizza.

February:

- February 7- Science Club hosted Bugs and Bones with Paschal Sherman Indian School middle school students.
- February 10-13 Student Government will be putting on a weeklong event called "Love Week" for Valentine's Day. The event will provide educational tips of self-care and a healthy relationship.
- February 24-25 MEChA Club will be selling tamales on campus.
- February 27- Student Government will be sponsoring a blue drive on campus.

Other

- March 5- Red Road will sponsor the film, Older than the Crown at the Omak Mirage Theatre from 7-9 pm.
- Discussion of Suicide prevention for Spring quarter.
- Discussion of putting on a College Fair to recruit high school students and community members.
- April 11th- Roller Skate Event at the Okanogan County Agriplex
- April 18th- Tommy Orange in Nespelem
- April 23-25 Student of Color conference in Yakima, Wa.
- April 20-24- Earth Day events on campus
- April 29th- Stand Against Racism

Respectfully Submitted by Adrian Carrillo, ASWVCO Student Body President

BOARD MEETING: **February 19, 2020**

AGENDA ITEM: **#6 – Information**

CATEGORY: **SPECIAL REPORTS**

Patrick Tracy, AHE President

BACKGROUND:

A written report was not submitted by Patrick Tracy, AHE President.

BOARD MEETING: **February 19, 2020**

AGENDA ITEM: **#7 – Information**

CATEGORY: **SPECIAL REPORTS**

Michael Nelson, WPEA Chief Shop Steward

BACKGROUND:

A written report was not submitted by Michael Nelson, WPEA Chief Shop Steward

BOARD MEETING: **February 19, 2020**

AGENDA ITEM: **#8 – Information**

CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- Administrative Services recently completed the closing of the Certificate of Participating (COP) for the Wells Hall replacement project. We timed our request well as we received the **lowest interest rate in the program's history**. Our program administrator at the Washington State Treasurers office stated, "It proved to be a very opportune time to finance through our program."

Budget & Internal Auditing

- The revised draft budget has been prepared and presented to cabinet. The revised budget is currently being prepared for board review and approval.

Fiscal Services

- The State Auditor's Office (SAO) is wrapping up our 2019 financial statements. At the time of the submission, the audit is still on schedule for a clean audit. We hope to present the results at the February board meeting and schedule an exit interview.
- Fiscal Services staff continue to participate in ctLink training in preparation for the conversion to the new centralized PeopleSoft based business process software.

Facilities

- Wells Hall-
 - Lydig Construction and their subcontractors have been working diligently to get the demolition completed and have initiated the site work to relocate water, gas and data lines. Overall, the project is running smoothly. To date, we have had three minor change orders. One was owner requested and the other two have been minor design omissions.
- Minor Works-
 - Roof Work – The early thaw has revealed a number of roof leaks across campus. Occupants from Brown Library, Wenatchi, and Van Tassell have reported leaks over the last several weeks. As soon the weather warms up, the facilities crew will be looking to address those issues.
 - Gym- The facilities team has also been working with athletics to do some minor improvement to the basement of the gym to serve as the primary training facility for our athletic programs.

Safety and Security

- Safety staff have continued working with members of our behavior intervention team (BIT) and other stakeholders to carry out a simulated suicide tabletop exercise later this month.

BOARD MEETING: February 19, 2020

AGENDA ITEM: #8 – Information

CATEGORY: STAFF REPORTS

Quarterly Financial Report: Brett Riley, Vice President of Administrative Services

BACKGROUND:

WENATCHEE VALLEY COLLEGE	
BALANCE SHEET	
2st Qtr FY1920	
December 2019	
ASSETS	
CASH	
CASH ON DEPOSIT	1,740,206.01
OTHER - CHANGE FUNDS	2,360.00
SAVINGS - US BANK	125,017.59
TOTAL CASH	<u>1,867,583.60</u>
INVESTMENTS	415,332.83
ACCOUNTS RECEIVABLE	
CURRENT RECEIVABLES	1,946,165.09
ALLOW UNCOLL REC	(32,085.03)
INTER/INTRA GOV REC	3,384,490.37
LONG-TERM RECEIVABLE	1,061,493.86
TOTAL ACCTS RECEIVABLES	<u>6,360,064.29</u>
INVENTORIES	
GEN LONG-TERM OBLIG	10,720,282.01
LAND	1,372,427.00
BUILDINGS	42,530,396.39
IMPR OTHER THAN BLDG	1,131,929.92
FURNISHINGS & EQUIP	50,859.72
LIBRARY	103,108.81
TOTAL ASSETS	<u>64,551,984.57</u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	
CURRENT LIABILITIES	
PAYABLES	(461,345.87)
ACCRUED LIABILITIES	(169,102.35)
INTER/INTRA GOV PAY	(3,250,392.19)
CURR INSTAL&LEASEPAY	(449,000.00)
OTHER CURR LIAB	(1,116,962.55)
TOTAL CURRENT LIABILITIES	<u>(5,446,802.96)</u>
LONG-TERM LIAB	
LT INSTALL&LEASE PAY	(8,347,000.00)
OTHER LONG-TERM LIAB	(2,861,482.55)
TOTAL LONG-TERM LIABILITIES	<u>(11,208,482.55)</u>
TOTAL LIABILITIES	<u>(16,655,285.51)</u>
FUND BALANCE	
REVENUES	(14,536,976.42)
CASH CUSTODY - TREAS	(11,967,650.10)
ENC,EXPEND/EXPENSES	5,765,876.60
TOTAL FUND - NON EQUITY	<u>(20,738,749.92)</u>
FUND EQUITY ACCOUNTS	
FUND BALANCE	1,514,799.77
OTHER	(28,672,748.91)
TOTAL FUND EQUITY ACCOUNTS	<u>(27,157,949.14)</u>
TOTAL FTE'S	
TOTAL FUND BALANCE	<u>(47,896,699.06)</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>-64,551,984.57</u>

**WENATCHEE VALLEY COLLEGE
CONSOLIDATED STATEMENT OF INCOME
2nd Qtr FY1920
December 2019**

REVENUES AND OTHER INCOME		
STATE ALLOCATIONS		
001	8,073,671.25	
WRT	265,410.67	
08A	1,813,078.55	
24J	141,127.00	
LOCAL RESOURCES		
Running Start	1,875,567.01	
145 & 146	987,888.40	
148	754,139.31	
149	3,955,509.13	
CAPITAL FUNDS		
057/060	1,420,304.60	
TOTAL REVENUE AND INCOME	19,286,695.92	
COSTS, DEDUCTIONS, AND EXPENDITURES		
STATE ALLOCATIONS		
001	(8,073,671.25)	
WRT	(265,410.67)	
08A	(1,813,078.55)	
24J	(141,127.00)	
LOCAL RESOURCES		
145/146	(1,160,360.81)	
148	(901,098.51)	
149	(2,216,552.39)	
CAPITAL FUNDS		
057/060	(1,420,304.60)	
TOTAL COSTS, DEDUCTIONS, AND EXPENDITURES	(15,991,603.78)	
REVENUE IN EXCESS OF EXPENDITURES	3,295,092.14	

WENATCHEE VALLEY COLLEGE
CONSOLIDATED STATEMENT OF INCOME AUXILIARY FUNDS
2nd Qtr FY1920
December 2019

REVENUES AND OTHER INCOME

DATA PROCESSING	443	210.50
PRINTING	448	50,127.32
MOTOR POOL	460	2,850.42
ASWVC	522	594,318.51
ASWVC SRC TRANS	522	632,685.43
PARKING	528	105,467.84
OTHER (SALES, BNN)	570	162,837.00
FOUNDATION DONATION	570	846,314.64
DORM	573	225,849.92
FINANCIAL AID	846	3,556,581.45
STUDENT LOAN	849	60.00
WORK STUDY	850	-
ENDOWMENTS	859	4,608.58
WVC 3.5% STD AID	860	187,111.46
TOTAL REVENUE AND INCOME		<u>6,369,023.07</u>

COSTS, DEDUCTIONS, AND EXPENDITURES

DATA PROCESSING	443	-
PRINTING	448	(70,427.97)
MOTOR POOL	460	(2,719.66)
ASWVC	522	(386,750.38)
ASWVC SRC TRANS	522	(127,750.00)
PARKING	528	(170,982.81)
OTHER (SALES, BNN)	570	(45,168.23)
FOUNDATION DONATION	570	-
DORM	573	(266,059.13)
FINANCIAL AID	846	(4,779,344.88)
STUDENT LOAN	849	(1,505.21)
WORK STUDY	850	(120,362.11)
ENDOWMENTS	859	-
WVC 3.5% STD AID	860	(159,214.10)
TOTAL COSTS, DEDUCTIONS, AND EXPENDITURES		<u>(6,130,284.48)</u>

REVENUE IN EXCESS OF EXPENDITURES

238,738.59

**WENATCHEE VALLEY COLLEGE
CASH PROJECTION
December 2019**

Cash on hand*	1,740,206.01
 Projected Revenue	
RS Fall	1,892,579.00
RS Winter	1,800,000.00
RS Spring	1,800,000.00
Spring Tuition	1,521,680.00
Spring Fees	350,000.00
Summer Tuition	350,000.00
Summer Fees	80,000.00
Foundation Computer	50,000.00
AUVIL	80,000.00
149 (489/sponsors)	1,411,851.00
148	50,000.00
145 / 146	100,000.00
Remaining St Alloc	<u>5,150,739.00</u>
	14,636,849.00

*Cash on hand does not incl 846,314.64 from Foundation

Projected Expenses

January PR/Bene	(2,518,332.00)
February PR/Bene	(2,171,184.00)
March PR/Bene	(2,171,184.00)
April PR/Bene	(2,171,184.00)
May PR/Bene	(2,171,184.00)
June PR/Bene	(2,143,957.00)
Division Chairs	(87,600.00)
FTF Raises	(174,000.00)
PTF Raises	(112,783.00)
Faculty Balloons	(471,570.00)
COP - MAC	(38,738.00)
COP - Dorm	(24,199.00)
COP - SRC	(123,250.00)
Innovation (ctc)	(60,000.00)
E/G/J	(1,000,000.00)
Remaining Furloughs	270,000.00
448 Self Sup PR	24,324.60
522 Self Sup PR	114,468.25
573 Self Sup PR	<u>38,981.52</u>
	(14,991,390.63)

Projected cash at FYE **1,385,664.38**

NOTES TO 2nd QTR FY1920 FINANCIAL REPORTS

Balance Sheet

Assets

Cash on hand and receivables are up \$3,895,952 as a result of tuition deadline 12/20/2019
LT Receivables are down \$861,857 primarily as a result of COP payments of \$464,271.25 and
the invoicing for the RUS grant for \$364,689.

Liabilities

Inter/Intra Gov Pay is up because Cash on hand is up. These are primarily DTF for other WVC
funds.

Statement of Income

Income is up as anticipated mid-fiscal year.

Statement of Income - Auxiliary Funds

This is a new report and shows the WVC funds that are not included in the operating budget.
They are intended to be self-supporting. Dorms and the SRC are currently subsidized by
operating funds by approximately \$24,000 and \$115,000 respectively.

Cash Projection

This is a new report requested by the Board of Trustees in February, 2020. WVC is currently
anticipaing a cash balance at the fiscal year end to be \$1,385,664.

Dec-19

BofA Balance		40,384.76
WaFed Balance		1,759,601.40
Outstanding Issues WA Fed	(104,537.30)	
January Ck Batches GA1330	(107,533.77)	
	<u>(212,071.07)</u>	(212,071.07)

Deposits in Transit	WVC	WaFed/BofA	Deposit Amt	
N6.191230	CC Deposit		10.00	
CG.191230	CC Deposit		6,708.76	
CM.191230	CC Deposit		3,870.76	
CG.191231	Bank Deposit		4,515.10	
CG.191231	CC Deposit		725.00	
CM.191231	Bank Deposit		27,474.96	
CM.191231	CC Deposit		25.00	
			<u>43,329.58</u>	43,329.58

NSF Checks Returned

1.3.19		195.35	
11.19.19		200.00	
		<u>395.35</u>	395.35

Batch	Description	WVC	WaFed/BofA	Disposition	Amount
Through November'19	Web vs 553		11,299.93		11,299.93
November	Rec Center Revenue		263.00		(8.00)
C1.191216.02	Bank Deposit 12.17.19		9,924.65		20.00
12.10.19	WA ST Board		23,184.75	Posted in January	(23,184.75)
12.26.19	884 Deposit		1,152.90		(1,152.90)
12.26.19	884 Deposit		67.50		(67.50)
12.30.19	884 Deposit		625.50		(625.50)
12.30.19	884 Deposit		455.40		(455.40)
12.31.19	Prometric		750.00		(750.00)
12.31.19	884 Deposit		276.30		(276.30)
12.31.19	Wire - WA ST Concentration		(108,436.62)	Posted in January	108,436.62
December	Web vs 553	354,917.77	339,607.93		15,309.84
12.2.19	BofA ZBA Fee		(19.95)		19.95
		FROM GA1331	GL1110	SUBTOTAL	<u>1,740,206.01</u>
				BALANCE BOOKS	<u>1,740,206.01</u>
				DIFFERENCE	0.00

Local Government Investment Pool
Statement of Account for No: 30330
Primary Account
December 2019

FISCAL SERVICES
WENATCHEE VALLEY COLLEGE
1300 FIFTH STREET
WENATCHEE, WA 98801-8801

Date	Description	Comment	Deposits	Withdrawals	Balance
12/01/2019	Beginning Balance				414,703.80
12/31/2019	Month End Balance				414,703.80
	December Earnings	Daily Factor Earnings	624.73		
	Net Ending Balance				415,328.53

Account Summary

Beginning Balance:	414,703.80	Gross Earnings:	627.21
Deposits:	0.00	Administrative Fee:	2.48
Withdrawals:	0.00	Net Earnings:	624.73
Month End Balance:	414,703.80		
Administrative Fee Rate:	0.0070 %	Net Ending Balance:	415,328.53
Gross Earnings Rate:	1.7808 %		
Net Earnings Rate:	1.7737 %	Average Daily Balance:	414,703.80

023 859 290 IBEN 0401 624.73
019 " " 624.73

BA 191231.02

 1/7/20



P.O. Box 1600
Saint Paul, Minnesota 55101-0800

3419 TRN S Y ST01

Business Statement

Account Number:
2 535 5920 9783
Statement Period:
Nov 27, 2019
through
Dec 24, 2019

Page 1 of 1

000006306 01 SP 0 500 000638312733275 P Y
WENATCHEE VALLEY COLLEGE
1300 5TH ST
WENATCHEE WA 98801-1741



To Contact U.S. Bank

Commercial Customer
Service: 1-800-346-2249

U.S. Bank accepts Relay Calls

Internet: usbank.com

BASIC BUSINESS SAVINGS

U.S. Bank National Association

Member FDIC

Account Number 2-535-5920-9783

Account Summary

	# Items				
Beginning Balance on Nov 27		\$	125,020.84	Annual Percentage Yield Earned	0.0099%
Other Deposits	1		0.95	Interest Earned this Period	\$ 0.95
Ending Balance on Dec 24, 2019		\$	125,021.79	Interest Paid this Year	\$ 12.38
				Number of Days in Statement Period	28

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Dec 24	Interest Paid	2400002678	\$ 0.95
Total Other Deposits			\$ 0.95

BF 191230.03



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3419 TRN S Y ST01

Business Statement

Account Number:
2 535 5920 9783
Statement Period:
Dec 26, 2019
through
Jan 27, 2020

Page 1 of 1

000006298 01 SP 0 500 000638347657829 P Y
WENATCHEE VALLEY COLLEGE
1300 5TH ST
WENATCHEE WA 98801-1741



To Contact U.S. Bank

Commercial Customer
Service: 1-800-346-2249

U.S. Bank accepts Relay Calls

Internet: usbank.com

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Scan here with your phone's camera to download the U.S. Bank Mobile App.



BASIC BUSINESS SAVINGS

Bank National Association

Member FDIC

Account Number 2-535-5920-9783

Account Summary

	# Items				
Beginning Balance on Dec 26		\$	125,021.79	Annual Percentage Yield Earned	0.00996%
Customer Deposits	1		846,314.64	Interest Earned this Period	\$ 1.17
Other Deposits	1		1.17	Interest Paid this Year	\$ 1.17
Ending Balance on Jan 27, 2020		\$	971,337.60	Number of Days in Statement Period	34

Customer Deposits

Number	Date	Ref Number	Amount
	Jan 27	8057054161	846,314.64

Total Customer Deposits \$ **846,314.64**

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Jan 27	Interest Paid	2700001649	\$ 1.17

Total Other Deposits \$ **1.17**

BF 2020131.04



Statement of Account
PAGE 1 OF 1

Statement End Date December 31, 2019
 Statement Begin Date December 1, 2019
 Account Number 3167045354

To report a lost or stolen card,
 call 800-324-9375.
 For 24-hour telephone banking,
 call 877-431-1876.

WENATCHEE VALLEY COLLEGE
 1300 5TH ST
 WENATCHEE, WA 98801 1741

14549

For questions or assistance with your account(s), please call 800-324-9375, stop by your local branch, or send a written request to our Client Care Center at 9929 Evergreen Way, Everett WA 98204.

Stellar Business Int Checking Summary - # 3167045354

Annual Percentage Yield Earned for this Statement Period	0.020%
Interest Rate Effective 12/01/2019	0.020%
Interest Earned/Accrued this Cycle	\$0.09
Number of Days in this Cycle	31
Date Interest Posted	12-31-2019
Year-to-Date Interest Paid	<u>\$157.33</u>
Beginning Balance	\$5,266.06
Interest Earned This Period	+0.09
Deposits and Credits	+0.00
Checks Paid	-0.00
ATM, Electronic and Debit Card Withdrawals	-0.00
Other Transactions	-0.00
Ending Balance	\$5,266.15

We are updating our Personal Deposit Account Agreement and Disclosures.

Updates will be effective January 1, 2020. You may review the changes and the updated Account Agreement on the account details page of our website at wafdbank.com

Printed copies of the Summary of Changes to Personal Deposit Account Agreement and Disclosures are available at our branches or by calling our Client Care Center at 1-800-324-9375

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Equal Housing Lender
MEMBER FDIC



	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Interest Earned This Period

Date	Description	Amount
12-31	Credit Interest	0.09
Total Interest Earned This Period		0.09

Visa may provide updated debit card information, including your expiration date and card number, with merchants that have an agreement for reoccurring payments. You may opt out of this service by calling 1-800-324-9375.



P.O. Box 15284
Wilmington, DE 19850

WENATCHEE VALLEY COLLEGE
STATE AND FEDERAL FUNDS
BUSINESS OFFICE
1300 5TH ST
WENATCHEE, WA 98801-1799

Customer service information

- Customer service: 1.888.852.5000
- bankofamerica.com
- Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

Your Full Analysis Business Checking

for December 1, 2019 to December 31, 2019

Account number: 0000 2420 2400

WENATCHEE VALLEY COLLEGE STATE AND FEDERAL FUNDS

Account summary

Beginning balance on December 1, 2019	\$27,782.07
Deposits and other credits	12,622.64
Withdrawals and other debits	-19.95
Checks	-0.00
Service fees	-0.00
Ending balance on December 31, 2019	\$40,384.76

of deposits/credits: 1

of withdrawals/debits: 1

of days in cycle: 31

Average ledger balance: \$33,056.12



Statement of Account

PAGE 1 OF 39

Statement End Date December 31, 2019
 Statement Begin Date December 1, 2019
 Account Number 3167048671

To report a lost or stolen card,
 call 800-324-9375.

For 24-hour telephone banking,
 call 877-431-1876.

WENATCHEE VALLEY COLLEGE
 1300 5TH ST
 WENATCHEE, WA 98801-1741

14645

For questions or assistance with your account(s), please
 call 800-324-9375, stop by your local branch, or send a
 written request to our Client Care Center at 9929
 Evergreen Way, Everett WA 98204.

Analyzed Checking Summary - # 3167048671

Interest Earned/Accrued this Cycle	\$0.00
Beginning Balance	\$133,210.01
Interest Earned This Period	+0.00
Deposits and Credits	+5,739,487.63
Checks Paid	-548,395.39
ATM, Electronic and Debit Card Withdrawals	-1,942,170.26
Other Transactions	-1,627,796.74
Ending Balance	\$1,754,335.25

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00




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 Equal Housing Lender
MEMBER FDIC



Deposits and Credits

Date	Description	Amount
12-02	External Deposit DOEP TREAS 310 - MISC PAY 2019112769182 71838635910200	111,618.01
12-02	External Deposit DOEP TREAS 310 - MISC PAY 2019112769183 71838635910200	20,000.00
12-02	External Deposit WVC BANKMOBILEVIBE.COM - REFUND	2,166.90
12-02	External Deposit BOFA MERCH SVCS C4 - DEPOSIT 345851420884	79.00
12-02	External Deposit CYBERSRC CYBERSOURCE/AUTHORIZ - BKCD DEPST 8640000222641	20.39

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Statement of Account
PAGE 1 OF 2

Statement End Date December 31, 2019
Statement Begin Date December 1, 2019
Account Number 62761621259

To report a lost or stolen card,
call 800-324-9375.
For 24-hour telephone banking,
call 877-431-1876.

WENATCHEE VALLEY COLLEGE
1300 5TH ST
WENATCHEE, WA 98801-1741


131429 *

For questions or assistance with your account(s), please call 800-324-9375, stop by your local branch, or send a written request to our Client Care Center at 9929 Evergreen Way, Everett WA 98204.

Analyzed Checking Summary - # 62761621259

Interest Earned/Accrued this Cycle	\$0.00
Beginning Balance	\$0.00
Interest Earned This Period	+0.00
Deposits and Credits	+164.73
Checks Paid	-0.00
ATM, Electronic and Debit Card Withdrawals	-60.73
Other Transactions	-104.00
Ending Balance	\$0.00

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00




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 Equal Housing Lender
MEMBER FDIC



Deposits and Credits

Date	Description	Amount
12-02	Sweep Deposit From 3167048671	60.73
12-06	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	30.00
12-11	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	5.00
12-12	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	5.00
12-16	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	5.00
12-16	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	5.00
12-18	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	30.00

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BOARD MEETING: **February 19, 2020**

AGENDA ITEM **#9 – Information**

CATEGORY: **STAFF REPORTS**

Tod Treat, Vice President of Instruction

BACKGROUND:

Educational Achievement

Assessment continues to move forward at WVC with the Faculty Assessment Coordinators making great strides in meeting with faculty, further refining program learning outcomes, and identifying exemplars. This quarter, the Faculty Assessment Committee refocused its agenda on developing a culture of assessment by showcasing the exemplars, sharing data on both public and internal sites, and hosting events focusing on a range of assessment practices.

Nearly 25 faculty attended a Faculty Interest Group workshop facilitated by Jen Whetham from SBCTC on Transparency in Learning and Teaching (TILT). TILT is one way to address the “now what?” moment that faculty face when assessment results indicate a need for improvement in an assignment. At the end of the session, Jen highlighted the engagement, sophistication, and thoughtfulness of faculty in the activity. WVC is truly on its way in terms of building a culture of teaching, learning, and assessment that starts right here, with you, our faculty. Heather Ryan, FIG Coordinator, is showing vision and leadership in providing faculty with excellent professional development opportunities.

Support for Learning

Math faculty have invested course fees to provide skills labs and additional tutoring opportunities for math enrolled students. This intentional, faculty driven commitment provides additional support for students in critical gateway math classes.

Professor Christa Cacciata is also engaged in incredible success with “flipping” her classroom in MATH 107. Flipping involves providing online lectures in advance of class to enable workshop collaboration among students in the classroom with instructor support. Professor Cacciata plans to make this the focus of her post-tenure report, and include student feedback about the experiences, as well as data regarding the impact.

Diversity and Cultural Enrichment

WVC is working with tribal partners to establish a potential 2+2 degree/pathway for Native American Language (NAL). Our shared goal is to create curriculum support NAL courses to prepare tribal members to become language teachers for the tribal language program. The pathway addresses tribal needs first and will scaffold to a degree that can transfer to a tribal four-year institution.

Continuous Improvement

The Instruction Team (Deans and Directors) Began are strengthening their team leadership culture by intentionally focusing what it means to fully realize our service to Latinx and Native students. The Deans and Directors will participate in an equity focused professional development together in February. The Team is also reading together *Becoming Hispanic Serving Institutions: Opportunities for Colleges & Universities* by Gina Ann Garcia. The book is challenging the team to build actionable priorities as we learning about *Latinx enrolling*, *Latinx enhancing*, *Latinx producing*, and *Latinx serving institutions* from across the US.

Sustainability

Guided Pathways Steering Committee starting to prepare the workplan to be submitted to the State Board at the end of February. The committee is currently prioritizing and aligning the known Guided Pathways best practices and assessing the state of those practices at this college.

Responsiveness to Local Needs

WVC is distributing a Comprehensive Local Needs Assessment to ensure that Perkins V funding to be distributed to appropriate community needs across the WVC service district. As with prior iterations of this Federal funding, Perkins V will provide critical support for existing professional technical programs, development of new programs, student support such as industry standard equipment purchases, and faculty professional development. The CLNA ensures the college's proposal address student and industry needs, particularly around equal access to high quality career and technical programs of study.

Nursing's BSN students are deploying into various community health organizations to engage in advanced capstone projects under faculty supervision. These projects will have a real impact on WVC's service area.

<i>Location</i>	<i>Site - Project</i>	<i>Clinical Faculty/Liaison</i>
Assured Home Health (Moses Lake)	Client utilization improvement	Meleah Butruille
Cashmere Care Center	Improve monitoring NAC would care training and treatments.	Jenny Capelo
Cashmere Care Center	Pain assessment incomplete or inconsistent.	Jenny Capelo
Chelan Douglas Health District	Improving awareness of Family Nurse Partnership for home visits.	Meleah Butruille
CVCH	Increase early entry into prenatal care.	Meleah Butruille
CVCH	Enhance community home blood pressure monitoring program.	Meleah Butruille
Colonial Vista Post Acute Care	Fall prevention program.	Jenny Capelo
Lake Chelan Community Hospital	Get Fit Chelan Project	Meleah Butruille
Mead School District (Spokane)	Researching and recommending care delivery approaches in school district.	Jenny Capelo
Confluence Health	Blood glucose monitoring	Jenny Capelo
Confluence Health	Total Joint Case Management for hip replacements.	Jenny Capelo
MEND: Upper Valley Free Clinic	Vision Screening Community Program.	Meleah Butruille
MEND Leavenworth	Develop new protocol and procedures for the Community Resource Navigator.	Meleah Butruille
Okanogan County Public Health	Harm Reduction/ Syringe Exchange Program.	Jenny Capelo
Providence VNA Home Health (Spokane)	New changes and compliance/adherence issues, improve process to meet regulations.	Meleah Butruille

BOARD MEETING: **February 19, 2020**

AGENDA ITEM **#10 – Information**

CATEGORY: **STAFF REPORTS**

Chio Flores, Vice President of Student Services

BACKGROUND:

ATHLETICS

- Athletics launched its new website on January 29, a one-stop shop for keeping up with Knight Athletics. Visit GOWVC.com
- The 1971 WVC Football Team, Karissa Martin Harle, and Dalton Thomas were all inducted into the WVC Athletic Hall of Fame on January 31 at the annual Hall of Fame Induction and Scholarship Auction. Event also raised in excess of \$60,000 toward athletic scholarships for WVC student-athletes
- Men’s basketball currently sits in third place in East region with a great chance to qualify for postseason
- Women’s basketball is in third place in the East and continues a great campaign in defense of the 2019 NWAC Championship

CAMP

- Retention rate from fall to winter was 98%. Working with students to ensure that support is being accessed and received
- Collaborating with Math department to develop Skills Lab specifically for Math 146, Statistics. CAMP tutor will also facilitate sessions
- Selected to host Northwest CAMP Consortium leadership weekend. Approximately 380 students and staff to attend
- In collaboration with Team Naturaleza and WVC Student Recreation Center, students experienced snowshoeing for the first time on January 28 at Squilchuck National Park
- Hired 11 Transfer mentors between WSU, EWU, CWU and UW to aid in mentoring CAMP scholars transferring to those institutions

CAMPUS LIFE, EQUITY & INCLUSION

- Leadership & Engagement Coordinator’s last day was January 27. A thank you celebration was held
- Senate Winter Retreat took place January 11-12; 23 Omak and Wenatchee students participated
- Nine Senate members attended Legislative Advocacy Day January 23 in Olympia. Met with Senator Hawkins, Representative Steele, and Representative Goehner. Students discussed open educational resources, cost of textbooks, funding for mental health services on campus, and reducing plastic pollution
- Senate identified a potential graduation speaker. Working with Oakhall for graduation gowns, purchasing will begin mid-March
- New breakroom has been approved for Van Tassell
- Three Senate members are on probation this quarter for falling below 2.5 GPA requirement, they have one quarter to improve. Senate Secretary is resigning due to class overload status
- Events: Black History event - February 13. Know Your Rights undocumented session - January 29; turnout was 29 people. MEChA club trip to Nationals in Arizona - February. STEM club planning VEX Robotics Service activity. SNOW planning Heartbreaker fun run service project, Pancake Breakfast fundraiser, and Fluid & Electrolytes Jeopardy - February 12. Kaizen club Valentine’s fundraiser - February 11. Senate legislative activity day - February 4
- Chinese New Year celebration was a success; 141 red envelopes given to students with information about year animals and traditional characteristics

- International Programs' Shimane group will not be holding summer program here this year. Moving to CWU in conjunction with Nutrition program. Johanna Hamilton working on several options for other summer programs such as a Japanese teacher training. Also working on online recruitment and marketing, and has made major upgrades to the website. Creating scholarship opportunities and ideas with the Foundation and learning about tuition waivers for exchange programs
- Residence Hall Manager to move into house across the street from Residence Hall in March, will take on some evening coverage duties. Preventative maintenance needed on remaining Residence Hall showers. Facilities will inspect the showers. Dryers need major repairs, may be reaching the end of lifespan. Currently, two male spots available and no female spots as we start Winter quarter. Potential new development across from the College with student housing. Private developer has reached out
- Student Recreation Center now offering Alumni memberships. Staff payroll deductions available for membership. Motor Pool Standard Operating procedure completed. Intramural basketball held for 4 weeks, great turnout with over 100 participants each time. Indoor soccer intramurals starting in February. WVC bus has needed several repairs, taking it off-line for travel
- Sandra Villarreal is filling in for Student Access while the Director is on leave through May. Two hundred students currently receiving accommodations, an increase from last year. Livia Millard assisting with connecting Omak students to access resources and Sandra. Working on solutions for space limitations to handle testing accommodations

COUNSELING

- First two weeks of winter quarter, Counselors saw 69 scheduled students (28 students less than fall quarter), not including walk-ins or emergencies. Counselors were invited to present to six classrooms the start of the quarter about counseling services and anxiety and depression. As evidenced by the counseling presentation requests, the need for student support for depression, anxiety and stress has increased. Counseling department has established a close relationship with the on-campus clinic, specifically related to mental health referrals
- Counseling Winter Wellbeing Sessions scheduled: QPR Suicide Presentation - February 13; Intro to Art Therapy - February 20; Opioid Crisis - February 27. All sessions are 1-2pm in Van Tassell 5010A
- Knights Kupboard has had had 3 days of open pantry for students (Thursdays 12-3pm) this quarter, served a total of 33 students
- Fourth Annual Food Drive will begin on February 3; all departments are encouraged to participate. Knights Kupboard is able to serve students through in-house donations!
- A BIG thank you to Marichuy Alvizar and students for organizing MLK Day of Service Food Drive. Over 200 items were received for the food pantry. The retired college women group, organized by Janet Franz, also donated 40 food items!
- Emergency Funds: DREAMers Grant has served 12 students to date; total of \$7,495 has been awarded. Please refer students, as \$23,000 is still available to help DREAMer's/DACA/HB1079 students with books, tuition and/or emergencies. Biella Scholarship Grant has served eight students to date; total of \$4,163 has been awarded. The grant has \$5,836 remaining and can only serve students for books, tuition and school related emergencies
- Knights Care Fund has served 14 students to date, total of \$5,790 has been awarded. \$2,876 is still available; funds can serve all students for tuition, books, and personal emergencies. Funds are provided annually by WVC Foundation and can be increased as needed throughout the year

STUDENT SERVICES

- Jaima Kuhlmann in Educational Planning has been working on ctclink assignments and training. Discussions taking place on restructuring services to adjust for staff reduction
- Career Coach was purchased, and the best use of the program is being considered
- Transition of the switchboard answering to other staff is in process. Additional Shortel licensing is required, causing a delay in the transition. IT is working on a solution

- Degree/Certificate Completions for Fall 2019 included 58 Academic, 36 Prof/Tech, and 11 high school diplomas
- Conversion of microfiche to digital update: COMSTOR is finalizing the indexing portion of microfiche reels, to be completed by late February. Conversion of Microfiche sleeves is on hold due to budget constraints
- All December BPFs homework for ctclink was completed on time. Most of the Financial Aid BPFs were moved to March and April. Cheryl Fritz is processing homework assignments that can be completed now, however most are not due until end of April
- Business processes are being evaluated to determine how processes will fit into the new PPS world
- Currently processing early December transcript evaluation requests. Registrar Jonathan Barnett reported that enrollment/prerequisite requirements in ctclink are time consuming and may impact level of service
- Registrars at other institutions are discussing developing an Associate in Allied Health MRP/DTA for students looking at going into the allied health field, but without a designated major, i.e. nursing, rad tech.
- Kevin Berg is working on importing old incident (student conduct) reports into Symplicity, to be completed by mid-February

TRIO/SSS

- Currently, the 2019-2020 cohort is 98% full (137/140 participants).
- SSS Grant Proposal was submitted on January 26 for 2020-2025 funding
- Scholarship Workshop had 10 students in attendance. Total of 54 students in the program will be graduating in 2019-2020
- Students who have been accepted to transfer to other institutions: 9 to WSU, 4 to CWU, and 5 to EWU. To date, 37 students have submitted FAFSAs for the 2020-2021 academic year

BOARD MEETING: **February 19, 2020**

AGENDA ITEM **#11 – Information**

CATEGORY: **STAFF REPORTS**

Jim Richardson, President

BACKGROUND:

President Richardson will give a verbal report.