

AGENDA
 BOARD OF TRUSTEES
 WENATCHEE VALLEY COLLEGE
 WENATCHEE, WASHINGTON
 June 20, 2018

10:00 a.m. – Board Work Session	Room 5015A, Van Tassell
3:00 p.m. – Board of Trustees Meeting	Room 2310, Wenatchi Hall

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CALL TO ORDER.....

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- 4. David Ratautas, ASWVC Omak President 25
- 5. Patrick Tracy, AHE President 26

STAFF REPORTS

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- 10. Continued Spending Authority: Brett Riley 37
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PUBLIC COMMENT

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

ADJOURNMENT

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

Wenatchee Valley College enriches North Central Washington by serving educational and cultural needs of communities and residents throughout the service area. The college provides high-quality transfer, liberal arts, professional/technical, basic skills and continuing education for students of diverse ethnic and economic backgrounds.

BOARD MEETING: **June 20, 2018**

AGENDA ITEM : **#1 (action)**

CATEGORY: **APPROVAL OF MINUTES**

Board Minutes of May 16, 2018

BACKGROUND:

Attached are the minutes from the May 16, 2018, board meeting for your approval.

RECOMMENDATION:

That the minutes from the May 16, 2018, board meeting be approved.

MINUTES
BOARD OF TRUSTEES
WENATCHEE VALLEY COLLEGE
DISTRICT NO. 15
WENATCHEE, WASHINGTON
May 16, 2018

10:00 a.m. – Board of Trustees Work Session.....	Room 5015A, Van Tassell
3:00 p.m. – Board of Trustees Meeting.....	Room 2310, Wenatchi Hall

Trustees present

June Darling, Chair
Phyllis Gleasman, Vice Chair
Phil Rasmussen
Tamra Jackson
Martha Flores

The board work session was opened by Chair June Darling at 10:00 a.m. Major agenda items included discussion with AHE President Patrick Tracy and 2018-2019 Student Fee Schedule Review. Trustees ended the session with classroom visitations. Executive session was held to discuss personnel issues and real estate.

The regular board meeting was opened by Chair June Darling at 3:00 p.m. Also in attendance were Assistant Attorney General Steve Bozarth, faculty, students, classified staff, and administrators.

APPROVAL OF MINUTES

1. April 18, 2018, Board Meeting and April 23, 2018 Board Retreat Minutes

MOTION NO. 2266

Phyllis Gleasman moved that the minutes of the April 18, 2018 board meeting and April 23, 2018, board retreat be approved. The motion was seconded by Martha Flores and carried unanimously.

CELEBRATING SUCCESS

2. All Washington Academic Team

Tiffany Franzoy-Tofani and Galilea Vasquez were named to the All-Washington Academic Team which recognizes and honors two-year college students for their scholastic achievement and community and college service. Tiffany will transfer to Seattle Pacific University and Galilea plans to transfer to Whitworth University.

3. Women’s Fast Pitch Team

The WVC fast pitch team has clinched a spot in the NWAC Championship tournament with 23 wins and 7 losses. The team as well as individual standouts Carli Durgeloh and Makenzi Howard were recognized.

4. 2018 ACT Partner of the Year Award Winner: Confederated Tribes of the Colville Reservation

WVC’s service district shares space with the Confederated Tribes of the Colville beginning in Omak and spreading east to Nespelem. WVC’s Omak campus has worked intermittently with the tribe since the early 1980s on grants, educational endeavors, and other intersections but nothing was ever sustained. In 2015, that changed. WVC Professor and Colville Tribal member Lynn Palmanter-Holder, WVC Professor and Colville Tribal member Livia Millard, and WVC Vice President for Instruction, Dr. Carli Schiffner, began a conversation with newly hired Higher Education Director for the Colville, Ms. Tammy James Pino. This conversation has led to an amazing collaboration between WVC and the Colville Tribes. This partnership was selected by the Washington State Association of College Trustees (ACT) to receive their 2018 Partner of the Year Award.

CELEBRATING SUCCESS (continued)**5. Radiologic Technology Program Accreditation Award**

The RADT Program completed the specialized accreditation application process with the Joint Review Committee on Education in Radiologic Technology (JRCERT) and was granted an accreditation award of eight years. This is the highest award that can be given by the JRCERT. The JRCERT is the only agency recognized by the United States Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA) for the accreditation of traditional and distance delivery educational programs in radiography, radiation therapy, magnetic resonance, and medical dosimetry. Specialized accreditation awarded by the JRCERT offers institutions significant value by providing peer evaluation and by assuring the public of quality professional education in the radiologic sciences. Special recognition goes to Dean Jenny Capelo, Shelly Zimmerman, Jackie Lund (Alderson) and Rhonda Yenney.

6. Stand Against Racism Event Recognition

The third annual Stand Against Racism Event was held on April 25 in Omak and April 26 in Wenatchee. Staff and faculty that contributed to these successful events were recognized.

SPECIAL REPORTS**7. Jourdan Hughes, ASWVC Wenatchee President**

Jourdan Hughes reported that he has replaced Freddie Ham who stepped down from her position as president of the student senate. Jourdan highlighted his written report.

8. David Ratautas, ASWVC Omak President

A written report from David Ratautas was included in the board information packet.

9. Patrick Tracy, AHE President

Patrick Tracy submitted a written report and attended the board work session for open discussion.

STAFF REPORTS**10. Brett Riley, Vice President of Administrative Services**

Brett Riley did not add to his written report.

11. Quarterly Financial Report: Brett Riley, Vice President of Admin. Services

The quarterly financial report was reviewed during the board work session.

12. Carli Schiffner, Vice President of Instruction

Carli Schiffner reported that WVC recently hosted WELA on campus. This organization provides training for future leaders.

13. Chio Flores, Vice President of Student Services

Chio reported that graduation will be held in the Apple Bowl on June 15, 2018, and at the PAC in Omak on June 16, 2018.

14. Jim Richardson, President

President Richardson did not add to his written report.

ACTION

15. 2018-2019 ASWVC Budget

The proposed 2018-2019 ASWVC Operating Budget was reviewed at the board work session.

MOTION NO. 2267

Tamra Jackson moved that the 2018-2019 ASWVC Operating Budget be approved. The motion was seconded by Phil Rasmussen and carried unanimously.

(2018-2019 ASWVC Operating Budget attached as Exhibit A)

16. Extension of Faculty Collective Bargaining Agreement

The AHE executive committee has requested that the 2015-2018 contract between AHE and Wenatchee Valley College be rolled over for 2018-2019. Administration agreed with this request

MOTION NO. 2268

Phyllis Gleasman moved that the board approve the rollover of the 2015-2018 contract between AHE and Wenatchee Valley College into 2018-2019. The motion was seconded by Tamra Jackson and carried unanimously.

(Memorandum of Understanding attached as Exhibit B)

17. Tenure Review

MOTION NO. 2269

Phil Rasmussen moved that the tenure process for Ariaahna Jones be extended to a fourth year. The motion was seconded by Phyllis Gleasman and carried unanimously.

Bob Gillespie and Michael Lesky spoke on behalf of Ariaahna Jones and thanked the board for their decision. Thirteen additional people logged in to speak to the board on behalf of Ariaahna but waived their request in light of the board’s decision.

3:25 p.m. Meeting adjourned

Secretary

Chair

WENATCHEE VALLEY COLLEGE



SERVICES AND ACTIVITIES FEE BUDGET

2018 - 2019

Approved by the ASWVC Student Senate – May 7, 2018
Approved by the Board of Trustees (WVC) – TBD
Approved by the Board of Trustees (Omak) – TBD

Associated Students of Wenatchee Valley College

Vision:

ASWVC Student Senate aspires to promote a diverse collegiate experience that fosters unity and success within our community

Mission:

The ASWVC Student Senate serves the student body by enhancing the student experience through programming, advocacy, and policy. We foster a campus environment built on integrity, respect, inclusivity, and community; while providing opportunities for students to become leaders.

ASWVC
SERVICE AND ACTIVITY FEE BUDGET PROPOSAL
2018 - 2019

SUBMITTED BY
ASWVC STUDENT SENATE

BOARD OF TRUSTEES

Dr. June Darling
Phyllis Gleasman
Tamra Jackson
Phil Rasmussen
Martha Flores
Dr. Jim Richardson, President

ASWVC BUDGET COMMITTEE MEMBERS

Galilea Vasquez, Student (Chair)
Freddie Ham, Student
Jordan Hughes, Student
Andrea Rodriguez Student
Hillary Conner, Faculty/Staff
Laura Singletary, Advisor



MEMORANDUM

Associated Students of Wenatchee Valley College

TO: Board of Trustees

FROM: ASWVC Student Senate

DATE: May 7, 2018

RE: 2018-2019 Service and Activity Fee Budget Proposal

The 2018-2019 Service and Activity (S & A) fee budget has been developed by the ASWVC S&A Budget Committee through a process of holding budget forums, to answer questions regarding S&A funds and the allocation process; sending email reminders regarding the process; scheduling hearings for organizations to provide additional information regarding their budget requests and to answer questions from the committee.

The Committee carefully evaluated each request based on:

- Student engagement – the number of students who benefit from the program
- Student development – how students could grow from the program
- Current and past fiscal responsibility
- Organization's alignment with ASWVC and WVC vision and mission statements; including commitment to diversity, equity, and inclusion
- Service to our campus and community

In approving this budget, the Board of Trustees authorizes:

- Approval of the S&A Fund Balance Future Planning included with this budget.
- The ASWVC Budget Committee and the Director for Student Programs, in coordination with the college Business Manager, to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.
- The ASWVC and the Director for Student Programs to proceed with the execution of the planned programs.

This budget has been carefully reviewed by College staff, posted for public comment, and is recommended to the Board of Trustees as an effective and responsible use of state educational resources.

S&A Budget Summary

Resources

The estimate of Services & Activities fee revenue is based on projected 2018-19 FTE levels (Full-Time Equivalent: 12 credit hours fulfilled by one student equals one FTE). The 2018-19 S&A revenue is a conservative estimate developed in coordination with the college Vice President for Administrative Services.

The Senate held a District meeting to approve WVC's S&A Fee and set it to automatically increase to equal the amount set by the State Board for Community and Technical College. This decision was made so that ASWVC & ASWVCO will be able to allocate funds in a matter that allows for the college to grow with the rate of inflation. As of the approval of this budget, the SBCTC lists S&A Fee rates at \$10.81 per credit for 1-10 credits and \$6.29 per credit for 11-18 credits.

While our FTE has decreased at Wenatchee Valley College, there is a thirty-cent increase in WVC's S&A Fee, which has caused the annual allocation to increase to the stated amount.

Funds remaining from the prior year revert to the Fund Balance Reserve. Expenditures from this account are to be made through written proposals submitted to the ASWVC Student Senate. If the funding request is ratified, the proposal will be submitted to the Board of Trustees for approval.

S&A Fund Balance Reserve: Designating these funds continues the practice of building a reserve fund for major projects, supplemental budget request, and large expenses such as vehicle replacement and campus projects.

Expenditures

The ASWVC Budget Committee has thoughtfully reviewed all funding requests and presents this budget reflecting balance among the various activities to benefit students and create a vibrant campus life. This budget continues most of the programs funded previous academic year. Additional growth is designed to support increased student participation in co-curricular programs.

For this budget, requests for S&A funding exceeded the estimated revenue. The ASWVC Budget Committee has thoughtfully reviewed all requests, and presents a budget reflecting a balance among the various activities to benefit all students.

**Wenatchee Valley College
Services & Activities Fee Budget
2018-2019 Fiscal Year**

Resources	2017 - 2018	2018 - 2019
WVC Resources	616,000	658,965
Wenatchee Valley College Omak	114,000	123,000
S&A Fund Balance	30,000	38,035
Total Estimated Resources	760,000	820,000

Expenditures	2017 - 2018	2018 - 2019
ASWVC Student Services	158,199	199,165
Athletics	374,696	355,800
Student Programs Support	31,800	59,000
Campus Services	51,305	45,000
Total S&A Operating Budget	616,000	658,965

S&A Budget Summary

ASWVC Senate

Service Stipends: the ASWVC is comprised of eleven students. the Executive Board, which oversees the administrative functions of the Senate; and the Campus Activities Board, which coordinates activities and events for campus. These groups also provide campus tours and help with different outreach initiatives. Members of the Senate receive stipends for their service.

Supplies: provide materials necessary to support the Senate operations throughout the year.

Leadership Training and Development: this budget line supports student leadership training for the Senate, including summer training, local/regional professional development, conferences. Other Senators within the district are invited to participate, as well as students associated with clubs and organizations.

Associated Student Services:

Campus Activities (Formerly Dance / Events) this budget provides funds to bring a variety of activities and events to campus. Funds are managed through the Senate Campus Activities Board.

Interclub Council: clubs are a valuable component of a student's educational experience. They offer opportunities for students to develop friendships and connections to the college, share similar interests, learn effective leadership and communication skills, and of course have fun. This budget provides funding for student clubs recognized by the ASWVC. These funds are used for events, programming, marketing, supplies, guest speakers, and other program expenses.

Note: In 2017, in an effort to increase efficiency and fiscal responsibility, the ASWVC chose to update the funding model for clubs. In lieu of separate accounts for each club, there will be one club account managed through the Interclub Council and Student Programs. This will also allow for the funding of new clubs that arise during the year and increase efficiency with dormant clubs.

Special Projects: this budget line provides funds for students to attend conferences and/or make presentations at conferences, and includes a requirement for the student or organization to bring the knowledge back to the campus through a program, presentation, or report. The budget line also provides funding for projects, activities, equipment, furnishings, supplies, and other unforeseen needs during the academic year.

Legislative Activity: the ASWVC recognizes the importance of advocating for students at the state level. As a student government, the Senate is allowed to lobby on behalf of students. This budget is reserved for legislative activity on campus, as well as travel associated with it.

LINK Transit: to support one of the primary financial constraints students face (housing, food, and transportation), the ASWVC has elected to provide bus passes to WVC students.

Wenatchee Valley College
 Services & Activities Fee Budget
 2018 – 2019 Fiscal Year

ASWVC Senate	2017 - 2018	2018 - 2019
Service Stipends	41,800	41,800
Training and Development	10,000	10,000
Supplies	2,500	2,500
Total:	54,300	54,300

Associated Student Services	2017 - 2018	2018 - 2019
Campus Activities (Formerly Dance / Events)	32,000	50,000
Interclub Council	28,000	40,000
Special Projects	20,534	30,000
Legislative Activity	1,500	3,000
LINK Transit	21,865	21,865
Total:	103,899	144,865

Total:	158,199	199,865
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S & A Budget Summary

Student Programs Support

Diversity, Equity, & Inclusion Center: this budget provides funds to bring cultural and diversity events to campus by supporting funding for activities and events, travel for the MSSDC Council, and provides funds for the state-wide Students of Color Conference, held annually.

Residence Life: this budget line provides funds for student positions supporting the residence halls, supplies, and programming.

Student Programs Office: this budget line provides for training and travel, professional memberships, and supplies for staff within the program.

Student Center / ID Cards: these funds pay for necessary supplies and equipment, as well as support needs required for running the Student ID Card system. The Office of Student Programs oversees funding for supplies in the Van Tassell Student Center. Examples of use: blank ID cards, printer ribbon, ID machine repair, paint for the stage floor, ping-pong balls and paddles, equipment needs, and marketing.

Campus Services

Tutoring Center: this budget provides a subsidy to the Tutoring Center for part-time hourly wages and educational opportunities for student tutors.

TRiO: the ASWVC recognizes the need and commends the college's commitment to this grant program. We has allocated funds to support TRiO's participation in the annual Civic Leadership Conference, transfer visits, graduation stoles, supplies, and other needs within the program.

Performing and Visual Arts: the ASWVC appreciates the value and benefit the arts play in developing students' cultural awareness. This year, we recognize the Performing and Visual Arts as a student organization. In previous years, these groups would apply for funding as clubs, but were unable to meet the requirements of clubs. The Senate has allocated funds to be shared collaboratively between music, dance, drama, the MAC Gallery, and the Robert Graves Gallery.

Graduation: the ASWVC has collaborated with the college to support graduation

Welcome Week (formerly Orientation): provides funding to welcome new and returning students to campus and supports student programming, activities, and events. Combined with Campus Activities budget.

Fund Balance Reserve: the funds in this budget line are intended for large student initiated campus projects and budgetary needs, such as replacement of ASWVC vans, student initiated projects on campus, minor renovations in Van Tassell Student Center to enhance the spaces in the facility to promote formal and informal learning, interaction, collaboration, and a sense of belonging; and as potential startup funds to begin the planning process for capital projects.

Wenatchee Valley College
 Services & Activities Fee Budget
 2018 – 2019 Fiscal Year

<u>Student Programs Support</u>	<u>2017 - 2018</u>	<u>2018 – 2019</u>
Diversity, Equity, & Inclusion Center	10,000	20,000
In-service Training	6,000	6,000
Student Center / ID Cards	10,000	12,000
Residence Life	5,800	6,000
Student Programs PT Hourly (Budget/Clubs)		15,000
Total:	31,800	59,000

<u>Campus Services</u>	<u>2017 - 2018</u>	<u>2018 – 2019</u>
Tutor Center	27,500	27,500
TRiO	4,000	5,500
Math Calculators	3,305	0
Performing and Visual Arts	6,000	5,000
Welcome Week / Orientation	5,000	0
Graduation	5,500	7,000
Total:	51,305	45,000

<u>District & Reserve Funds</u>	<u>2017 - 2018</u>	<u>2018 – 2019</u>
Fund Balance Reserve	30,000	38,035
ASWVC Omak	114,000	123,000
Total:	144,000	161,035

S&A Budget Summary

Athletic Team Support

This budget reflects a collaborative partnership in funding between students and the college. The ASWVC recognizes the importance intercollegiate athletics brings to the college and community, and funds a great majority of the expenses necessary to support our seven intercollegiate athletics teams: men's and women's basketball, women's volleyball, men's and women's soccer, baseball, and softball.

The athletic trainer works part-time to ensure that our student athletes have a qualified and trained professional to monitor and diagnose injuries. The Athletic Department reports a strong appreciation and need for this service. This service helps with recruitment of athletes, preventative health, and the recuperation of injured athletes.

Athletic Administration

This budget allows for administrative functions of the Athletics Department.

*Additional funding for post season play may be available through a funding request to the Student Senate during academic the year.

Wenatchee Valley College
 Services & Activities Fee Budget
 2018 – 2019 Fiscal Year

<u>Athletic Teams</u>	<u>2017 - 2018</u>	<u>2018 – 2019</u>
Women's Basketball	50,000	48,000
Men's Basketball	50,000	48,000
Softball	55,000	50,000
Baseball	55,000	50,000
Women's Soccer	39,000	35,000
Men's Soccer	39,000	35,000
Volleyball	36,000	38,000
Total:	324,000	304,000

<u>Athletic Administration</u>	<u>2017 - 2018</u>	<u>2018 – 2019</u>
Athletic Director	6,000	6,000
Scholarships	27,196	28,300
Sports Medicine	17,500	17,500
Total:	50,696	51,800

Total:	374,696	355,800
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S&A Fund Balance – Current Future Planning

ASWVC Student Senate recognizes the need for carefully considered principles outlined to direct spending from S&A Fund Balance Reserve account. The Senate has the responsibility to be wise stewards of S&A funds and to comply with the RCW outlining regulations that state S&A funds are “for the express purpose of funding student activities and programs” (RCW 28B.15.041).

We have spent the last year updating the ASWVC Financial Code so that it reflects our dedication to fiscal responsibility. During this period, the ASWVC identified multiple budgets that had been overspent during previous years. These accounts have rolled forward from year to year, and the Senate has chosen clear them at the end of the 2016-17 academic year by reallocating funds from our current reserve accounts (Vehicle Replacement Fund, Campus Projects, Fund, Contingency Fund) and other club/organization accounts with remaining S&A funds. Unfortunately, this will greatly reduce our reserve accounts. The ASWVC is committed to re-building these reserves through annual budget allocations.

Future spending from the ASWVC Fund Balance should be consistent with and support WVC’s Strategic Plan, as well as evolving college and student priorities. The projects we envision that would both benefit students and support these objectives are:

- Increase new opportunities for student engagement
- Foster a culture of continuous improvement
- Increase college stature as a community and educational partner
- Enhance understanding of our role in a global society

**ASSOCIATED STUDENTS
2018-2019 S&A FEE OPERATING BUDGET**

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018 - 2018</u>
ASWVC Omak	114,000	114,000	123,000
Campus Projects Fund	20,026	0	0
Vehicle Replacement Fund	10,301	0	0
ASWVC Fund Balance	20,026	30,000	38,035
ASWVC Activities	238,259	241,304	303,165
ASWVC Athletics	<u>357,388</u>	<u>374,696</u>	<u>355,800</u>
TOTAL	760,000	760,000	820,000

ASWVC WENATCHEE BUDGET 2018-2019

ACTIVITIES SUBSIDIES

<u>ACCT NO.</u>	<u>ACCOUNT NAME</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
264-1P15	Cultural Events	10,000	10,000	20,000
264-1PCC	College Access Corps	500	0	0
264-1P06	Campus Activities Board (CAB)	32,000	32,000	50,000
264-1PEC	Evening Coordinator	10,000	0	0
264-1P17	Graduation	7,000	5,500	7,000
264-1P19	ID Cards (combined w/Student Center account)	4,000	0	0
264-1P04	Student Programs / In-Service Training	9,500	6,000	6,000
264-1PIC	Interclub Council (all club accounts)	28,009	28,000	40,000
264-1P14	Legislative Travel	0	1,500	3,000
264-1P86	Link Transit	30,000	21,865	21,865
	Math Calculators (one time allocation)	0	3,305	0
264-1P13	Welcome Week / Orientation (combined with CAB)	7,000	5,000	0
264-1P18	Performing & Visual Arts	8,000	6,000	5,000
264-1P08	Residence Life	0	5,800	6,000
264-1P12	Special Projects	0	20,534	30,000
264-1P09	Student Center Supplies	10,000	10,000	12,000
264-1P16	Student Government Scholarships	45,000	0	0
264-1P05	Student Senate	0	54,300	54,300
	Student Programs PT Hourly (Budget/Clubs)	0	0	15,000
264-1PTR	TRiO	3,250	4,000	5,500
264-1PTC	Tutor Center	34,000	27,500	27,500
	TOTAL:	238,259	241,304	324,465

ATHLETIC SUBSIDIES

<u>ACCT NO.</u>	<u>ACCOUNT NAME</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
264-1P61	Athletic Director	5,000.00	6,000.00	6,000
264-1P62	Post Season Travel	0.00	0.00	0
264-1P63	Softball	52,000.00	55,000.00	50,000
264-1P64	Baseball	52,000.00	55,000.00	50,000
264-1P65	Men's Basketball	40,000.00	50,000.00	48,000
264-1P66	Women's Basketball	40,000.00	50,000.00	48,000
264-1P67	Athletic Concessions	0.00	0.00	0
264-1P68	Scholarships	27,196.00	27,196.00	28,300
264-1P69	Athletic Contingency	31,192.00	0.00	0
264-1P70	Men's Soccer	36,000.00	39,000.00	35,000
264-1P71	Women's Soccer	36,000.00	39,000.00	35,000
264-1P72	Volleyball	33,000.00	36,000.00	38,000
264-1P80	Sports Medicine	5,000.00	17,500.00	17,500
	TOTAL:	357,388.00	374,696.00	355,800

ASWVC OMAK BUDGET 2018 - 2019

SPECIAL ACCOUNTS		<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
264-2P40	Contingency	10,650.00	10,650.00	
264-2P31	Campus project fund	5,325.00	5,325.00	
264-2P36	Vehicle Replacement Reserve	<u>3,195.00</u>	<u>3,420.00</u>	
	SUB TOTAL	19,170.00	19,395.00	
ACTIVITIES SUBSIDIES		<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
<u>ACCT NO.</u>	<u>ACCOUNT NAME</u>			
264-2P42	Awards	2,500.00	2,000.00	
264-2P37	Cabinet	4000.00	5,000.00	
264-2P35	Entertainment	7,500.00	14,125.00	
264-2P32	Student Supplies	2,500.00	4,500.00	
264-2P11	Transportation	2,000.00	2,000.00	
264-2P16	Scholarships	20,983.00	28,000.00	
264-2P34	Graduation	6,100.00	5,000.00	
264-2P43	Leadership	0.00	3,000.00	
264-2P52	Computer Supplies	0.00	0.00	
264-2P54	Legislative Travel	0.00	0.00	
264-2PTC	Tutor Center	13,300.00	11,000.00	
264-2P44	Copier Supplies	3,000.00	0.00	
	Omak Student Books	0.00	4,080.00	
264-2P86	Bus Passes	0.00	0.00	
264-2P18	Chess Club	3,750.00	0.00	
264-2P45	Science Club	5,000.00	5,000.00	
264-2P33	Nursing Club	4,800.00	5,700.00	
264-2P39	PTK	5,747.00	0.00	
264-2P41	Red Road	4,650.00	5,200.00	
264-2P60	Criminal Justice Club	<u>1,500.00</u>	<u>0.00</u>	
	SUB TOTAL	87,330	94,605.00	
	TOTAL	106,500.00	114,000.00	

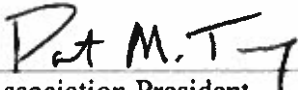


Memorandum of Understanding

The Wenatchee Valley College Board of Trustees and the Wenatchee Valley College Association for Higher education have committed to continue bargaining in good faith toward a ratified agreement on a new labor contract. To that end, both parties agree to extend the 2015-2018 bargained agreement, including all of its letters of understanding and memoranda of understanding, through June 30,2019. This extension expires on the ratification of a new agreement or June 30, 2019, whichever occurs sooner.

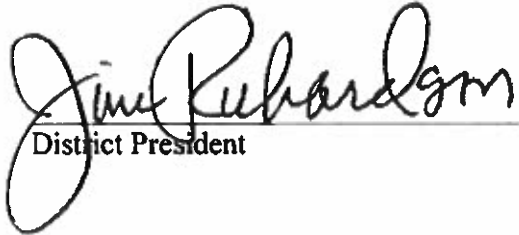
FOR THE ASSOCIATION:

FOR THE DISTRICT:


 Association President


 Chair, Board of Trustees


 Association Chief Negotiator


 District President

BOARD MEETING: **June 20, 2018**

AGENDA ITEM: **#2 (information)**

CATEGORY: **CELEBRATING SUCCESS**

End-Of-Year Awards Recognition

BACKGROUND:

LINDA SCHULTZ HERZOG FACULTY OF THE YEAR AWARD - Nominations are solicited from students and faculty for the Linda Schultz Herzog Faculty of the Year Award. A selection committee narrows the nomination list to three finalists. The entire faculty is then invited to vote on the finalists. The selection committee uses the returned ballots and other provided information to make a selection. If this selection is unanimous, then the selection is final. If the selection is not unanimous, the President selects among the finalists. The award of \$1,500 is presented at the end-of-year celebration, and the faculty member is honored at the graduation ceremony. This year's Linda Schultz Herzog faculty of the year award was presented to Jack Johnson.

WVC PART-TIME FACULTY AWARD – Nominations are solicited from full-time and part-time faculty, students and staff for the WVC Part-Time Faculty Award. A selection committee selects a finalist for both the Wenatchee and Omak campuses. The award of \$500 is presented at the end-of-year celebration. This year's WVC Part-Time Faculty of the Year Award goes to Lee Barnhill from Wenatchee and Angela Brantner from Omak.

ALCOA EXCELLENCE IN TEACHING AWARD – Faculty members are invited to submit proposals that will support an instructor or team in the development of a project that significantly increases student learning effectiveness. All proposals are submitted to the professional development committee who makes the final selection. This year the \$1,500 Alcoa Excellence in Teaching Award was awarded to Derek Sheffield.

ALCOA CLASSIFIED STAFF AWARD – Nominations for the Alcoa Classified Staff Award are solicited from the campus community. A selection committee then narrows the nomination list down to five and the classified staff has the opportunity to vote. The top three vote recipients are presented to the president for selection. This year the award of \$1,000 was presented to Angelica Jaquish, program specialist in financial aid.

EXEMPT STAFF OF THE YEAR AWARD - Nominations are solicited from all WVC employees for the Exempt Staff of the Year Award. A selection committee then narrows the nomination list down to three. This list is given to the president for a final selection. A \$1,000 award is provided by the Foundation and this year the recipient is Randy Mitchell, education and career planning director.

ANNA PIERATT SPIRIT OF WVC AWARD – The Anna Pieratt Spirit of Wenatchee Valley College Award was established in 2001 to honor individuals or groups who have demonstrated the spirit (positive attitude, enthusiasm, caring and extra effort) exemplified by Anna when she served as executive assistant to the president from 1977 to 1992. Anna was quite involved in activities and events to improve both internal and external relations. It was her contact with the Schultz family that led to major donations from the Schultz family to the college in the form of scholarships and funding the Faculty of the Year Award. This year's winner of the Anna Pieratt Spirit of WVC Award is adjunct faculty member Ruth Allan.

BOARD MEETING: **June 20, 2018**

AGENDA ITEM **#3 (information)**

CATEGORY: **SPECIAL REPORTS**

Jourdan Hughes, ASWVC Wenatchee President

BACKGROUND:

May's Events

WVC Leads

- **Resume and cover letter writing, articulating our work on Senate this year onto our resumes and cover letters: on 5/6**
- **Located in WTI 2117 from 2-4 pm**

International Day

- Will be happening 5/10
- A celebration on campus of different cultures found throughout the world

Westside Prom

- **Senate is providing a place for student of Westside High School to hold their prom**
- Senate will be providing lights and sound for Westside students and will also be helping chaperon during the dance alongside chaperons provided by Westside HS.

Pride Week

- ASWVC and QSA have joined together to put on Pride Week on campus, it will be from 5/16 – 5/17
- Senate will help set up and table at activities being put on during the three days.
- A variety of activities will take place including: many wonderful speakers from both instructors/faculty

Color Run

- Will be happening 5/18 and is being put on by our senator Kelly Poteet.
- A free event for students, a mile long run around WVC campus starting and ending at the soccer field.
- Also opened for staff and community for a \$5 fee
- All participants receive a shirt for completing the color run.

Foundation Gala

- Rachel Evey has requested our help for the annual Foundation Gala on 5/19.
- Wanting senators to help serve guests and to also help out with the silent auction.

Creative Minds

- 5/31 at 1 pm in Van Tassell and is being put on by our senators Andrea Rodriguez and Sheyla Gonzales.
- Jake Prendez is a Chicano artist from Seattle, his art emphasizes current social issues facing our nation today.
- He will be giving a lecture called “The Rebellion of Arts” where he will share his upbringing as a Chicano in the US and the challenges he has faced. He will also be showcasing some of his original art pieces at the event.

June's Events

Volunteer Activity

- Volunteered at Pybus Market for the Sunrise Rotary's 31st annual Apple Century Bike Ride which helps fund scholarships, hunger and disaster relief, polio eradication, international student exchange programs, and dozens of community projects put on by the Sunrise Rotary.
- Senators helped serve food to bike riders, kept the venue clean and tidy, and cheered on bike riders as they crossed the finish line.

WACTCSA Presentation

- Senators Andrea Rodriguez, Sophia Hamilton, and I went to Leavenworth to present on the Washington Community and Technical Colleges Student Association to the State Adult Education Advisory Council. We gave a brief overview of what WACTCSA is and its history, and also gave an update on our 2017-18 legislative agenda. We also gave this council a brief overview of our 2018-19 legislative agenda.

Spring Fest

- This was a fun event we put on for students as an end of the year thank you.
- We had carnival style games set up with prizes students could win. Prizes included WVC gear, candy, gift cards, and even baskets full of goodies.
- There were also a bungee trampoline set up that students could participate on as well as giant human sized hamster balls students could race each other in. There was also a table set up for students to tie-dye T-shirts.

Interviews

- Senate and Student Programs started the hiring process for next year's senate team.
- This process first starts with a group interview to see how candidates work in a group setting; analyzing their team building, communication, leadership, and problem solving skills.
- After deliberating we select the strongest of these candidates to move onto individual interviews that are more traditional.
- We are proud to say that we have a very strong team set up for next year, and are excited to see what new ideas they bring to this campus!

BOARD MEETING: **June 20, 2018**

AGENDA ITEM **#4 (information)**

CATEGORY: **SPECIAL REPORTS**

David Ratautas, ASWVC Omak President

BACKGROUND:

Current cabinet: President: David Ratautas, Director of Operations: Tiffani Taylor, Vice President: Laura Brown, Director of Administrative Affairs: Lily Bernhard, Director of Student Activities: Becky Biernacki, Director of Public Relations: Jenny Demos, Director of Legislative and Student Affairs: Ryan Allgood, Assistant to the Director of Legislative and Student Affairs: Belinda Brown-Raub, Assistant to the Director of Public Relations: Adrian Carrillo, Advisor: Livia Millard.

May:

- Selections – After a diligent and lengthy interview process, student cabinet has selected 6 students to fill a portion of the open positions. We have selected Adrian Ramirez-Carrillo to be the next ASWVCO President. We have selected Juan Rodriguez to be the next ASWVCO Vice President. We have selected Elizabeth Stam to be the next ASWVCO Director of Administrative Affairs. We have selected Matthew Kroeger to be the next ASWVCO Director of Operations. We have selected Belinda Brown-Raub to be the next ASWVCO Director of Legislative and Student Affairs. We have selected Madison Ervin to be the next ASWVCO Director of Student Activities. The selection committee is very confident in the upcoming officers, and feel that next year will be a great one.
- Team Building Activities - Student Cabinet met at Hometown Pizza to talk about the rest of the year and past successes. We also worked on communication and other team skills through various activities we each created. Overall, this was a great time and student cabinet benefited from this experience.
- Appreciation Week Prize Drawing – To create incentive for students to go meet with their advisors and plan out their schedules, student cabinet decided to do a prize drawing. Student cabinet received just over 20 donations to be used as prizes for the drawing. The prizes were outstanding and those who received them were happily surprised. We are still working on getting a few of the last prizes to those who won them. Hopefully, the following student cabinets will continue to put on prize drawings for students visiting advisors, doing so will exponentially increase incentive.
- Drowsy Chaperone – student cabinet purchased 30 tickets for this event, nearly all of them were taken. The feedback received was very positive, and students appreciated the chance to attend this event free of charge.

June:

- Appreciation Day – This event was held on the 7th of June. This event was focused on appreciation of students and faculty who had made an impact on the lives of each other, or on the college as a whole. We had a red carpet theme and food was catered by the Breadline Café.
- Graduation- Student Cabinet will be serving pizza after graduation rehearsal on June 15th. Our graduation is Saturday, June 16th at the Omak Performing Arts Center at 1 pm. Our graduation speaker this year is Dr. Laurie Arnold, director of the Native American Studies Program at Gonzaga University. We look forward to celebrating the accomplishments of our graduating students!

BOARD MEETING: **June 20, 2018**

AGENDA ITEM: **#5 (information)**

CATEGORY: **SPECIAL REPORTS**

Patrick Tracy, AHE President

BACKGROUND:

I enjoyed the chance to talk with you at the May meeting. Having a year under my belt as AHE president has allowed me to better understand and communicate with WVC administration and the Board. I gleaned from our conversation that you are curious about what is happening in the various areas and programs. I have discussed with President Richardson the possibility of faculty, coordinators and directors appearing at board meetings for short presentations about what is happening in their areas. If you feel this is a worthwhile venture, please relay this to President Richardson. Also, if you have specific areas you would like to hear from, please let me know what they are.

Vice President Schiffner and I have met to work on tenure committee and mentor assignments for next year. I hope to have this done by the end of spring quarter, making for a smooth start to fall quarter. We are looking forward to working with our new faculty members.

Summer is actually my heaviest quarter, so I will have the nose to the grind stone. However, I do wish all of you a relaxing summer in this beautiful place we call home.

BOARD MEETING: **June 20, 2018**
AGENDA ITEM: **#6 (information)**
CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- Administrative Services staff have been engaged with local agencies exploring opportunities for partnerships and collaboration in the development of the new Wells Hall conference center. These discussions are ongoing and the Board will be notified as information becomes available.

Budget & Internal Auditing

- The 2018-19 operating budget has been completed. The College had a \$250,000 set aside for Core Theme Council funding. Of this set aside, approximately \$140,000 was included as Core Theme initiatives in the operating budget while addressing all budgeted requests made by the councils. However, a couple of items were reallocated to the capital budget. The remaining \$110,000 was reallocated to the general operating budget for operating initiatives.
- The internal audit schedule is still in development. However, with budget season coming to a close we anticipate finalizing the audit schedule this summer and presenting the work plan to the Board this fall with deployment to follow.

Fiscal Services

- WVC is currently waiting for the State Auditor's Office (SAO) to set a date for an exit interview for the 1516 audit. Fiscal Services staff are currently working diligently to close FY1718.

Facilities

- **Well Hall Replacement-** The College has convened the second scoping meeting with institutional stakeholders. Administrative Services and Facilities staff will be working with Integrus Architecture closely over the summer to have design documents ready for review when the faculty return in the fall.
- **Fifth Street Monument Sign-** Our architectural consultants have concluded their conversations with the city and the design is ready to go to bid. Current estimates are \$20,000 to \$37,000, which is within our project budget estimates. Once this project goes to bid we will be able to share a construction schedule.
- **Smith Gym Remodel-** WVC staff are continuing work on the gym remodel and remain on schedule for a mid-July completion date. The decision to keep this project in-house has proven to be a financially sound decision, as the demolition costs have come in much lower than anticipated. This was a cost that was quite escalated in the third party bids.
- All other minor works projects are moving forward and are currently on schedule.

Safety and Security

- The second of the two recent trainings that WVC has sponsored was well received and attended. The "stop the Bleed" event received great reviews. Our SSEM, Mari Agnew, will continue to work with campus staff to bring additional training opportunities to campus.
- As previously discussed, WVC sent our Campus Security contract out to bid. Bids were due June 8th and are currently being evaluated. We hope to share the outcome with the Board and campus community by the time of the next Board meeting.

BOARD MEETING: **June 20, 2018**
AGENDA ITEM **#7 (information)**
CATEGORY: **STAFF REPORTS**

Carli Schiffner, Vice President of Instruction and WVC-Omak

BACKGROUND:

New Faculty Hires for Fall 2018:

The Instruction Division, in conjunction with Human Resources, is excited to welcome the following new faculty hires:

- *Lyndsey Henning, Mathematics, Tenure Track
- *Dr. Kestral Smith, American Indian Studies, Omak, Tenure Track
- *Jennifer Korfiatis, Business, Tenure Track
- *Dr. Jeff Bullock, Agriculture, Tenure Track
- *Brigid Chvilicek, Nursing, Tenure Track
- *Rita Jensen, Nursing, Omak, One Year

The following faculty searches are still underway: Science (Omak), and History, One Year Temp (Omak).

Enrollment:

Work continues on stabilizing and strengthening enrollment for the coming academic year. Summer enrollments are slowly growing and targeted marketing continues to encourage growth for summer classes. There has been a small initial “bump” in growth in enrollment for Fall Quarter 2018, but it is still in a deficit over years past. An enrollment strategic plan is being created for the next 3-5 years to provide a systemic, pro-active approach to enrollment.

Assessment:

The Assessment Committee (a sub-committee of the Educational Achievement Core Theme Council) has joined forces with the Accreditation Committee Taskforce to work on preparations for the Year Seven Report. During the Spring Quarter, the committee encouraged and trained faculty on how to collect and submit information about student learning outcomes. The rate of response for outcomes assessment is low—out of the three quarters of this academic year, the rate is the lowest—15%. This is unfortunate because a robust data collection is needed for regional accreditation. The lack of participation and lack of analysis of results puts the college in jeopardy for recommendations by the Northwest Commission for Colleges and Universities. The Assessment Committee has also worked to collect course level assessment activities through the use of an electronic survey. Over 90% of faculty participated in this evidence collection; the results of which will be analyzed by the Assessment Committee this summer.

Also, planned for this summer is the assessment of program level outcomes. First, the college will conduct a program outcome analysis—confirming all programs have their outcomes in their master syllabi/course outline of record; college catalog; and the college’s website. Second, the Program Review Process (PIP) will get underway this fall. This process will review, based on a rubric, the strengths and weaknesses of each program and set in place a method of continuous improvement. With the PIO in motion, the college will have a full complement of assessment activities. The third step will be to link the assessment processes of continuous improvement to the institution’s core themes assessment and mission fulfillment.

Instruction Division for Wenatchee Valley College Board of Trustees Report June 2018

	Division	Division	Division	Division	VPI/Omak
<i>Instructional Goals</i>	Allied Health	LAS/BS	IT & Library	Workforce Ed	Omak
Sustainability: Create a learning environment that embeds sustainable practices and philosophies. [This is to include reduction of consumables, as well as a curricular focus.]	No updates.	Most Arts & Science faculty have small recycle bins in offices and near workstations. In addition, we often include sustainability as a topic in many of the courses we teach.	Planning meeting set for copier and sustainable use. Polycom review with the RUS grant.	To promote sustainability, the Agriculture Department offers an online Viticulture Sustainability Certificate (15 credits), which includes courses: Organic Agricultural Production, Organic Plant Nutrition and Sustainable Agriculture and Food Systems.	Recommendation for Omak travel to be consolidated or increased use of ITV for meetings.
Increased Retention and Completion: Increase Quarter to Quarter & Fall to Fall Retention Rates; Increase Program Completion Rates. A component to this goal is to focus on improving transitions for all students. [Basic Skills to Developmental Education to college level work; and transfer or job placement.]	Dean Capelo and Dr. Hosey met recently with the Health Services Council of the CCT to work on collaborative ideas. Nursing pinning ceremony, 6/15. BSN graduation planned for, 8/17.	Rigo Garcia was a wonderful asset to help retention and completion of students at risk. We look forward to his replacement. A&S faculty members are optimistic that the Guided Pathways advising program will increase retention and completion. In addition, the MESA program is designed to raise retention and completion rates of STEM students! Having the PEH courses up in the Student Rec. Center has slightly boosted our enrollment from just last year.	IT Accessibility taskforce continues to offer its service on formal training for making documents accessible.	The College with Workforce Education faculty and staff hosted the 2nd annual Pizza, Pop and Power Tools event held on campus May 16th. This event brought more than 250 eighth grade girls to campus to learn more about non-traditional careers. In addition to Pizza, Pop and Power Tools for eighth grade girls, WVC hosted approximately 300 eighth grade boys for Guys and Guts this year. Both events took place on the WVC campus on May 8th, 2018.	Two year planning with Running Start program participants. There is lower attrition now despite larger enrollment numbers! HVAC Omak students will complete their first year this summer and 11 out of the 13 will be transitioning to the HVAC Wenatchee program where they will complete their second year of the program.
Program Growth & Development: Review and analyze all programs offered; program development planning and implementation[including additional BAS development]; assessment cycles of our programs and assessment of student	Pharmacy Tech is being reviewed by the pharmacy leaders at Confluence Health. Second cohort for the BSN is complete—full program to start this summer! Nursing DTA still being considered by the	Thanks to the Title III grants and faculty initiative to make courses more accessible to both campuses and a broader array of students, many courses have been converted to hybrid or fully online delivery modes. Many courses in our catalog have also been revised to meet the new	Title III course development workshops continue.	Workforce Education is developing and expanding programs in both Omak and Wenatchee. In Omak, the Wildland Fire (Fire Ecology) program has moved to Continuing Education. The progress will be to offer courses and public workshops in Okanogan County. The first public meeting was held on December 2nd in Omak; a second public meeting was held April 5th in Twisp.	The Transitional Studies department is currently collaborating with Colville Tribes in Nespelem to offer the HS21+ program there. WVC is expanding college offerings in Nespelem to serve this rural area.

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<p>learning outcomes</p>	<p>NWCCU.</p>	<p>Diversity graduation requirement (need # of classes – 22?)</p>		<p>In Wenatchee, the BAS-Engineering Technology began in Fall 2017. Faculty lead, Dr. Sai Ramaswamy has met with local business partners and extensively with students. Workforce Ed held an orientation session for all BAS-ET students and developed their class schedules for the entire program. To date, a total of 16 students have applied for the program.</p> <p>The BAS program proposals is currently being written for BAS-Teaching.</p> <p>The Statement of Need for the BS in Data Analytics is beginning to be written. Survey results are being analyzed.</p> <p>The Continuing Education Department is in the process for offering an international TESOL program and also negotiating expanding efforts to the Colville Tribes. The TESOL program includes two Continuing Education personnel who traveled to South Korea to film video modules for this certificate course.</p>	
<p>Strategic Enrollment: Offering a comprehensive annual schedule that promotes student access and success.</p>	<p>Concerned noted about Omak nursing student applications originating from Omak. Limited (like 8) students are eligible on average the past three years.</p>	<p>The annual schedule is viewable by students, and registration for summer and fall is well underway. While fall enrollments are up 2%, summer enrollments seem lower than usual (waiting for data).</p>	<p>No updates.</p>	<p>Annual Schedule complete.</p>	<p>Summer school classes are filling and advertising of offerings has been a priority for the deans and VPI.</p>

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Advising: Engage the college community in the conversation around guided pathways and implementation.	No updates.	Math faculty members, an advisor, and the dean traveled to Spokane Falls CC for a Math Pathways alignment workshop on April 27 th . The mapping of Math courses at WVC will continue to assist the Guided Pathways mapping for meta-majors.	No updates.	The Workforce Dean had several meetings with various community members, initiating conversations with the community to benefit the college. These meetings included Okanagan County. Several Workforce faculty members continue to contribute ideas toward the launch of Guided Pathways.	Debriefing Advising Week. Vicki Turner will be organizing Advising Week in Omak next year.
Increased Communication: Continue to communicate regularly about Instruction Division goals, progress, and challenges with external and internal constituents.	No updates.	May's 1 st Friday exhibit in the MAC on May 4 th featured Student Art from this academic year. Gallery visitors voted for their favorite pieces. The Washington Music Educators Association (WMEA) has chosen WVC for its small-school State Solo and Ensemble competition next April. This will bring hundreds of musicians to campus next year.	No updates.	The Workforce Dean holds Also, WVC has met with the Division of Vocational Rehabilitation (DVR) officials to possibly work together in serving potential students aged 16-21 who need additional services to become ready for postsecondary education and/or careers.	Close to 100% faculty participated in activity survey for assessment. Marketing proposals readied for PIO for programs.
Strengthening a Healthy Work Environment: Working to improve overall job satisfaction; work/life balance; time to be mindful; and increased personal connections.	Encouraging vacations to be taken!	Deans and VPI will undertake 2018-2019 Spirit initiative to increase morale among employees, particularly in instruction and student services.	No updates.	The Workforce Dean continues to make personal and professional connections with all campus areas on both the Wenatchee and Omak campuses.	First time honoring part time faculty through annual awards. Spirit Committee will commence Summer 2018. Celebrate retirements. Honor Sheryl Smith/memorial.
2018-19 Hiring & Staffing Plan: Develop a collaborative plan for hiring staff/faculty based on need and budget.	Nursing faculty hired for new academic year.	We are delighted to announce our new AIS instructor, Dr. Kestrel Smith, from University of Arizona. She will develop the WVC AIS program and teach at the Omak	No updates.	Two adjunct instructors recently secured full-time positions replacing retired professors in Business/Accounting and Agriculture. Jennifer Korfiatis was hired to replace Nelson Martin and Jeff Bullock was hired to replace	Searches are underway to find Science instructor and a one year temporary in history.

Instruction Division for Wenatchee Valley College Board of Trustees Report June 2018

		campus.		Bob Gillespie. Both Jennifer and Jeff bring great credentials and teaching experience to their respective positions. Both will start full-time Fall 2018.	
<p>Budget: Increased attention and understanding to all budgets within Instruction (inclusive of grant budgets and Foundation dollars). In addition, create confidence in the budget process with all parties.</p>	Continued work to balance budget.	Budget allocation requests and student fees were reviewed and submitted for Cabinet and Board review. Some capital investments in science are necessary, as are some updates to classroom technology. Dual-campus coursework demand has increased, due to better communication between advisors and faculty members, and technology investment is needed to support instruction between Omak and Wenatchee	IT involvement with technology fee and plan moving forward.	The Workforce Dean regularly discusses budget processes and issues at monthly Program Coordinator meetings.	Continued work to dial in the budget process.

BOARD MEETING: **June 20, 2018**

AGENDA ITEM **#8 (information)**

CATEGORY: **STAFF REPORTS**

Chio Flores, Vice President of Student Services

BACKGROUND:

CAMP

- Decision was made to not renew the Intermountain AmeriCorps application for the 2018-19 year.
- Intern Liliana is a great addition, assisting with end of year wrap up and summer planning.
- Scholars are required to perform service annually (goal 540 hours; surpassed goal with 602 hours).
- Cohort standing is currently 57/60. Majority of students are registered for fall quarter.
- Exit interviews are taking place through the end of the quarter.
- 48 scholars graduating this year; a record number over the last 9 years!
- 30 interviews for Cohort 10 next year were conducted, with 15 scheduled. 20 students admitted, and 8 are in review. 70 applications received to date.

COUNSELING

- This summer, Bertha Sanchez and Ryan Poortinga will be available on Tuesdays and Wednesdays.
- Summary of various funds and programs managed this year:
 - Knights Care Fund served 23 students this year (total of \$9,199 provided). 18 students served under the Biella Scholarship fund, (total of \$10,000 for tuition, books and fees).
 - Knights Kupboard served approximately 290 students as of Fall 2018.
 - Several donations (food items, gift certificates and cash) were received this year from: Domino's Pizza – 120 certificates per quarter; WEA- \$455; WVC community – over 1,200 food items; Chelan County Fire District – weekly summer food and \$100 in cash; Prestige Senior Living Center (convalescent patients) - \$340.38 cash proceeds from yard sale.
- DREAMers Taskforce has provided ally training to a total of 52 WVC staff and faculty; 10 high school counselors and staff representing; Quincy, Brewster, Orondo, and Wenatchee. Taskforce tabled at 8 events on campus, PAC meetings at Wenatchee and Eastmont High Schools, and Northwest Mariachi Festival.

DIVERSITY, EQUITY & INCLUSION

- Erin Tofte-Nordvik attended the MSSDC meeting May 23 - 24 at Big Bend, discussing free speech and bias/hate incidents
- Diversity Requirement classes are now denoted with a "D" in WVC catalogue and searchable in course finder. Information campaign for faculty and staff is planned for fall. Handouts and web banner are being created. Anticipate 3 additional classes being approved through Instruction Council by year end.
- QSA Pride 3-day event was successful, with 20 - 40 people attending daily. Amazing speeches, and the steps of Van Tassell were painted in rainbow colors.
- Working with Wenatchee City Diversity Advisory Council to improve Latinx place names in the community to increase inclusion of diverse communities.
- WVC Orientation is being planned tentatively for Thursday, Sept. 13, 3:00 - 7:00pm.
- Erin Tofte-Nordvik will present a regional MSSDC DREAMers training in Tacoma June 8; she will present to Ed Planning team on Diversity and Equity at their June 22 retreat.
- Chio Flores, Kevin Berg, Erin Tofte-Nordvik, and Reagan Bellamy are discussing how to educate more people on campus about Title IX and possibly to train more investigators.
- 10 International students are currently enrolled, with interest from at least 3 more to start in the fall.
- International Day Event was held May 10; it was successful with at least 75 participating.
- Johanna Hamilton has been updating and revitalizing International program website.
- Summer program dates are: Naju group (30 students): July 15 to August 1. Misawa group (14 – 16 students): August 6 – 15. Shimane group (about 20 students): August 21 – 28.

STUDENT PROGRAMS

- Graduation plans are falling nicely into place. This year, there will be a faculty tunnel to provide a barrier to keep the exit clear. Spanish interpretation will be provided. Senate has purchased caps, gowns, and tassels for students to borrow. Cap & tassel can also be purchased for \$5. Distribution day for cap & gown at the SRC is June 5, 12pm. Graduation Info Sessions - June 12, 10am & 6pm.

- Group interviews for ASWVC were held for 28 applicants on May 24. After participating in activities, 12 candidates were selected for individual interviews the week of June 4.
- S&A budget was approved May 16 by Board of Trustees. Major changes were a slight cut to Athletics and the implementation of budget authority signature for athletic expenses.
- Residence Life Coordinator position was reposted after revising the job description and overview.
- Residence Hall Handbook, Application and Contract, and Fee schedule were updated. A separate, non-student application and contract for summer use is being drafted.
- Residence Hall 2nd and 3rd floors will be deep cleaned June 18 – 29. Summer students will be housed on 1st floor.
- WVC has partnered with the PUD. PUD offers a one-week summer academy for 24 high school-aged students to explore utility industry career options.
- Two resident advisors were chosen for summer work; we are searching for strong candidates to fill the RA role for 2018-19 academic year. RA's receive free housing and hourly wage (10 hrs/week, approx. \$450/mo.)
- Student Recreation Center is working to establish Standard Operating Procedures (SOP), covering guest rates, rental process and rates, Athletic team use, hours of operation, and general use policy
- Van Motor Pool has been moved to the SRC to improve van check in/out.

STUDENT SERVICES

- Advising Day was held May 8. Jaima Kuhlmann organized an Adviser Update for Faculty Advisers followed by an Adviser Workshop for pre-tenure faculty. Ed Planning team was available until 7:30pm for Pathway Advising.
- Kelsay Stanton, Randy Mitchell, Rachel Evey organized a “Choose Your Pathway” event for Health and Human Services.
- A Career Center Open House was held.
- Jaima Kuhlmann provided training for Johanna Hamilton on advising for international students. Jaima met with most international students for summer and fall advising. Three are on track to graduate and transfer in June, six are continuing.
- A record 52 students enrolled in Cooperative Work Experience classes for spring quarter.
- Total of 305 student employees worked this month.
- Randy Mitchell and Ariaahna Jones met with the Mayor of Pateros on May 22 to discuss internship opportunities for Outdoor Recreation students.
- To date, 100 students are approved for spring quarter accommodations (last spring was 76 students).
- Carla Boyd facilitated WHS campus tour for 15+ students with disabilities. She also attended Wells Hall replacement meeting.
- Student Access dept. had 18 new intakes for students (summer and fall). 43 consults with faculty, facilities and L & I case worker, concerning students and soundproofing of testing rooms and softening office lighting for student meetings in office.
- Cheryl Fritz attended several CTCLink workshops regarding financial aid, registration, admission, and query reports.
- Staff are being cross-trained on financial aid processes.
- To date, over \$3.7 million in financial aid has been awarded for next year (total of 548 students).
- Jonathan Barnett attended meetings to discuss global settings, wording of certain settings; displaying information on instructor's side; the maximum number of courses that would appear on a class search; and whether or not schools would need to display their annual class schedule. He also attended Financial Aid GDR informational sessions, which reinforced the extent of interaction and collaboration between financial aid and registration.
- Cabinet approved Ann Tyrrell's replacement position; the position is posted online. Interviews to occur late June or early July.
- Ann Tyrrell is cross-training Rob Villa and Maria Lagunas with many tasks. Sudi Adkins is assisting in completing credit evaluations and other tasks.
- Jonathan Barnett presented proposed petition changes to Academic Regulations Committee for feedback. Changes are more aligned with counterparts across the state.

TRiO/SSS

- Outreach: Currently 116 participants (23 spots available in Wenatchee). Goal is 130 students before August. Group orientation before end of the quarter.
- Retention: Omak - 2 students on retention plan, 2 not enrolled spring quarter. 18 returning students; 1 in Wenatchee spring quarter. Wenatchee - 8 students on retention plan, 1 not enrolled spring quarter. 72 returning students.
- The position has been closed for the Retention Specialist in Omak; Pamela Alvarado continues to work in Omak.
- Students at Wenatchee and Omak continue to use tutoring services (student tutors: 1 Omak, 2 Wenatchee)
- Formal student workshops were concluded for the quarter. End of Year celebrations with all students were held in May; 50+ TRIO SSS graduates this year.
- May Events include: UW Transfer Visit & Space Needle (May 8, Wenatchee); Career Exploration Workshop (May 17, Omak) ; EOY Celebrations – Omak, May 23, Wenatchee, May 24.

GENERAL

- On May 2, four candidates were interviewed for the Athletic Director position. The committee identified two strong finalists. The position was offered to and accepted by Kyle Vierck who will be joining WVC as our new Athletic Director late June. More recently, Kyle was at Notre Dame and prior to moving to Indiana, was at CBC. He is excited to return to Washington!
- Chio Flores (along with other Guided Pathways Steering Committee members) attended a Student Success Institute in Pasco on May 7. Key team members provided a summary of what was learned at the Institute including other site visits (i.e., Yakima's Advising Day) as well as an update of other projects (i.e., annual registration and mandatory advising).

BOARD MEETING: **June 20, 2018**
AGENDA ITEM **#9 (information)**
CATEGORY: **STAFF REPORTS**
Jim Richardson, President

BACKGROUND:

A verbal report will be given.

BOARD MEETING: **June 20, 2018**
AGENDA ITEM: **#10 (Action)**

CATEGORY: **ACTION**

Spending Authority: Brett Riley

BACKGROUND:

As of the publication of the board agenda, WVC staff are still finalizing the 2018-19 operating budget. This, in part, is due to the change in the legislative timeline in setting tuition for the SBCTC system.

With our spending authority under the 2017-18 approved budget expiring on June 30, 2018, we are asking the board for temporary spending authority to allow essential college services to continue until the next regularly scheduled board meeting in September.

We expect to present a complete budget for review at the June 20th board meeting.

If the board grants the expenditure authority, all known earmarks and provisos in the budget legislation will be observed. We will not exceed last year's expenditures for the same time period. We will reduce specific expenditure areas if required by proviso.

This spending authorization will expire when the board approves our 2018-19 budget.

RECOMMENDATION:

That the board grant the college administration authority to spend funds necessary for operations until the September board meeting.

BOARD MEETING: **June 20, 2018**

AGENDA ITEM: **#11 (Action)**

CATEGORY: **ACTION**

2018-2019 Tuition and Fees: Brett Riley

BACKGROUND:

The WVC Board of Trustees annually approves the tuition schedule for the coming academic year. The legislature released tuition changes for the current academic year, including a 2.2% increase for 2018-19.

Local Boards have authority to set the service and activity fee (S&A) portion of tuition. Legislation allows collections up to the amount proposed below. Other distributions from tuition are set by legislation or the State Board.

The changes will be effective fall quarter and are detailed on the attached tuition schedule.

Under current SBCTC policy, lower division resident tuition is \$107.59 per credit for the first 10 credits and \$209.98 for upper division resident tuition distributed as follows:

Lower Division	Fee Type	Upper Division
\$85.02	Operating Fee	\$187.41
\$11.51	Building Fee	\$11.51
\$11.06	S&A Fee	\$11.06
\$107.59	Total	\$209.98

RECOMMENDATION:

That the board approve the 2018-19 tuition schedule, effective fall quarter, 2018

Number of Credits	Washington Resident	Non-State Resident	Non-US Resident
1	107.59	121.73	285.01
2	215.18	243.46	570.02
3	322.77	365.19	855.03
4	430.36	486.92	1140.04
5	537.95	608.65	1425.05
6	645.54	730.38	1710.06
7	753.13	825.11	1995.07
8	860.72	973.84	2280.08
9	968.31	1095.57	2565.09
10	1075.90	1217.30	2910.58
11	1129.16	1271.30	2971.06
12	1182.42	1325.30	3031.54
13	1235.68	1379.30	3092.02
14	1288.94	1433.30	3152.50
15	1342.20	1487.30	3212.98
16	1395.46	1541.30	3273.46
17	1448.72	1595.30	3333.94
18	1501.98	1649.30	3394.42
+ credits	96.53/credit	96.53/credit	273.95/credit
<u>Vocational Programs</u>			
19+ credits	14.48/credit	41.09/credit	41.09/credit

<u>REGISTRATION FEE</u>	\$5.46 per quarter, (Wenatchee Campus only). Does not apply to non-credit classes (continuing education).
<u>COMPREHENSIVE FEE</u>	\$1.50 per credit, \$15 maximum (Omak Campus only)
<u>INSTRUCTIONAL TECHNOLOGY FEE</u>	\$65.00 per quarter (Wenatchee Campus), \$30.00 per quarter (Omak Campus)
<u>STUDENT REC CENTER FEE</u>	\$5.00 per credit, \$75.00 maximum fee (Wenatchee Campus only)
<u>ADDITIONAL FEES</u>	Some classes assess additional fees. Other courses may require payment of non-refundable deposits. <i>Complete fee schedules are available.</i>
<u>BOOKS</u>	Our campus bookstore is located in Van Tassell Center. WVC now uses Barnes & Noble College for all of your bookstore needs.
<u>PARKING PERMIT</u>	\$25.00 per quarter, NONREFUNDABLE \$70.00 per year (Wenatchee Campus only, optional)

WENATCHEE VALLEY COLLEGE RESERVES THE RIGHT TO CHANGE THIS SCHEDULE WITHOUT PRIOR NOTICE.

WENATCHEE VALLEY COLLEGE

UPPER DIVISION SELF SUPPORT

2018/2019 QUARTERLY FEE SCHEDULE~ EFFECTIVE FALL 2018 TO SUMMER 2019

Number of Credits	Washington Resident	Non-State Resident	Non-US Resident
1	209.98	224.12	608.95
2	419.96	448.24	1217.90
3	629.94	672.36	1826.85
4	839.92	896.48	2435.80
5	1049.90	1120.60	3044.75
6	1259.88	1344.72	3653.70
7	1469.86	1568.84	4262.65
8	1679.84	1792.96	4871.60
9	1889.82	2017.08	5480.55
10	2099.80	2241.20	6089.50
11	2110.29	2252.43	6100.73
12	2120.78	2263.66	6111.96
13	2131.27	2274.89	6123.19
14	2141.76	2286.12	6134.42
15	2152.25	2297.35	6145.65
16	2162.74	2308.58	6156.88
17	2173.23	2319.81	6168.11
18	2183.72	2331.04	6179.34
19+ credits	198.92/credit	198.92/credit	597.89/credit

<u>REGISTRATION FEE</u>	\$5.46 per quarter, (Wenatchee Campus only). Does not apply to non-credit classes (continuing education).
<u>COMPREHENSIVE FEE</u>	\$1.50 per credit, \$15 maximum (Omak Campus only)
<u>INSTRUCTIONAL TECHNOLOGY FEE</u>	\$65.00 per quarter (Wenatchee Campus), \$30.00 per quarter (Omak Campus)
<u>STUDENT REC CENTER FEE</u>	\$5.00 per credit, \$75.00 maximum fee (Wenatchee Campus only)
<u>ADDITIONAL FEES</u>	Some classes assess additional fees. Other courses may require payment of non-refundable deposits. <i>Complete fee schedules are available.</i>
<u>BOOKS</u>	Our campus bookstore is located in Van Tassell Center. WVC now uses Barnes & Noble College for all of your bookstore needs.
<u>PARKING PERMIT</u>	\$25.00 per quarter, NONREFUNDABLE \$70.00 per year (Wenatchee Campus only, optional)

WENATCHEE VALLEY COLLEGE RESERVES THE RIGHT TO CHANGE THIS SCHEDULE WITHOUT PRIOR NOTICE.

BOARD MEETING: **June 20, 2018**

AGENDA ITEM: **#12 (Action)**

CATEGORY: **ACTION**

2018-2019 Tuition and Fee Waivers: Brett Riley

BACKGROUND:

Annually, the Board of Trustees reviews and adopts tuition waivers for the upcoming academic year as allowed by the State Board for Community and Technical Colleges.

The WVC schedule of waivers is attached with the amounts charged in place of resident or non-resident tuition rates. Waivers are grouped as mandatory by statute or SBCTC policy, or locally optional.

Waivers are the difference between standard resident or non-resident tuition rates and the amounts actually charged for specific student groups. A complete list of waivers authorized by the legislature and State Board is available at <http://www.sbctc.ctc.edu>.

There are no new waivers authorized for 2018-19.

Waiver rates proposed are effective fall quarter 2018.

RECOMMENDATION:

That the board adopt 2018-19 tuition waivers as presented

Tuition and Fee Waivers 2018-19

Tuition and fee waivers are divided into categories: (A) those set by the WVC Board of Trustees, (B) those set by the State Board for Community and Technical Colleges and (C) those created by statute. Percentage waivers are applied to the entire base of operating fee, building fee and student activity fee.

<u>Fee Code</u>	<u>Fee Pay Status</u>	<u>Waiver</u>	<u>Amount Charged</u>
<u>A. WVC Optional Waivers</u>			
	3	Financial Need Based Students	No tuition or fees
0H	12	High School completion-resident	\$16.14/credit (85% waived)
#G,#P	63/64	Athletic Waiver-Resident and Non-Resident	\$335.60/quarter
#A,#B	70	Eligible Veterans or National Guard Members	\$53.80 (50% of resident tuition and fees)
	71	Other Military or Naval Veterans	\$53.80 (50% of resident tuition and fees)
	9	Active Duty Military-Resident	No S & A or building fee
T9	18	Vocational Students (over 18 credits)-Resident	\$14.48/credit (85% waived of 19+ credits)
+E	17	Vocational Students (over 18 credits)-Non-Resident	\$41.09/credit (85% waived of 19+ credits)
<u>Space Available Waivers</u>			
TT	51/11	State employees (preference given to WVC employees)	\$5/class
TS	10/56	Senior Citizen Audit/Credit	\$5/class
<u>Ungraded/Course-Based Waivers</u>			
TU	97	Retirement (Senior Citizen)	\$32.28/credit (70% waived)
TM	96	Farm Management	\$35.83/credit (66.7% waived)
TK	94/93	First aid, EMT, Paramedic	\$59.17/credit (45% waived)
TL	95	Parenting Education	\$16.14/credit (85% waived)
<u>Nonresident Tuition Differential</u>			
+A,+D	29/31	Nonresident US Citizen	Resident operating + non-resident building and S & A fees (\$121.73)
*X	23	Refugees	Resident operating fee + 25% + non-resident building and S & A fees (\$142.99)
*R	20	High School Completion-Non-Resident	\$107.59/credit (resident tuition)
	9	Military Personnel-Active, Non Resident	Resident tuition (must live in WA)
	25	American Indian	Resident tuition
<u>B. SBCTC Mandatory Waivers</u>			
TB	33	ABE/ESL	\$25 per student, per quarter
TA	91	Apprenticeship	\$54/credit or \$3.60/clock hour
TB	33	High School 21	\$25 per student per quarter
<u>C. Statutory Mandatory Waivers</u>			
	72	Children and Spouse of Totally Disabled or POW/MIA or Deceased Eligible Veterans or National Guard	No tuition or fees
	4	Children and Spouses of Deceased or Disabled Law Enforcement Officers or Firefighters	No tuition or fees
	84	Wrongly Convicted Person	No tuition or fees

BOARD MEETING: **June 20, 2018**

AGENDA ITEM: **#13 (Action)**

CATEGORY: **ACTION**

2018-2019 Student Fee Schedule: Brett Riley

BACKGROUND:

The Board of Trustees of each community college district is authorized to establish incidental fees and to receive revenues from the sale of items that are by-products of an educational program (RCW 28B-15-140 and WAC 131-28-025). The attached fees will be implemented fall quarter unless otherwise noted. All Wenatchee Valley College proposed fees comply with legislative directives.

RECOMMENDATION:

That the board approve the 2018-2019 Student Fee Schedule.

LOCAL FEES AND SALES FOR 2018-19

PROPOSED

I. CLASSIFICATION OF FEES AND SALES

Fees may be established to cover the cost of a service or goods required of all students (or all students within a specific program). Lab and material fees are established to cover the cost of materials that are consumed or used while performing class or laboratory work, for maintaining a healthy lab or class environment, for transportation to field trips, and for the repair, replacement or use of equipment used by the students.

The following fees are approved by the Wenatchee Valley College Board of Trustees.

A. LAB, MATERIAL AND INSTRUCTIONAL FEES

1. Art		WVC Admin. Unit	WVCN Admin. Unit	Fee Unit	FY 2017-18	Approved FY 2018-19	Per	Wenatchee	Omak	
Ceramics		AB	MB	2	\$41.80	\$43.40	class	148.011.LG31 0430 LH		
Printmaking		AB	MB	2	\$20.70	\$21.50	class	148.011.LG31 0430 LP		
Painting & Drawing		AB		2	\$7.90 or \$16.00	\$16.60	class	148.011.LG31 0430 LY		
Figure Drawing		AB		2	\$84.30	\$87.60	class	148.011.LG31 0430 LD		
Graphic Design		AB		2	\$50.90	\$52.90	class	148.011.LG28 0430 CU		
2D Art		AB		2	\$14.50 to \$29.30	\$35.40	class	148.011.LG31 0430 ND		
3D Art & Sculpture		AB		2	\$29.30	\$35.40	class	148.011.LG31 0430 NJ		
Digital Design		AB		2	\$50.90	\$57.90	class	148.011.LG27 0430 CS		
Beading-Omak		AB		2		variable	class		148.011.2L31 0430 QD	
Watercolor-Omak		AB		2		variable	class		148.011.2L31 0430 QK	
Art Lab-Omak		AB		2		variable	class		148.011.2L31 0430 QA	
2. Automotive Technology		BC	NJ	2	\$52.00	\$52.00	class	148.012.LJ21 0430 LA	148.012.2L21 0430 Q6	
3. Instructional Technology				3	\$20.70	\$65.00	quarter	148.041.1A12 0430 CL		
Dedicated to the cost of supplies and maintenance of the computer labs, campus wide print services and general student technology infrastructure.				3	\$20.70	\$30.00	quarter		148.041.2A12 0430 QC	
4. Emergency Medical Training		BJ	NS	2	\$75.00	\$75.00	class	148.012.LJ66 0430 LE	148.012.2L66 0430 QM	
5. Medical Laboratory Technology		BL		2	\$75.00	\$75.00	class	148.012.LJ62 0430 LT		
MLT ITV fee	Walla Walla program 150,213,223,233			2		\$100.00	class			
6. Nursing Programs		BM	NU	2	\$75.00	\$75.00	class	148.012.LJ61 04630 LN	148.012.2L61 0430 QL	
CNA				2	\$75.00	\$75.00	class	148.012.LJ68 0430 LB		
7. Nursing BSN		BM		2	\$100.00	\$100.00	class	148.012.LJ65 0430 AE		
8. Physical Education										
Fitness Center		AO	MO	3	\$11.40	\$11.80	quarter	148.011.LG25 0430 FC	148.011.2L20 0430 Q9	
Equipment Fee-Physical Education		AO	MO	2	\$11.40	\$11.80	class	148.011.LG20 0430 LG	148.011.2L20 0430 QJ	
Racquetball Court		AO		0	\$11.40	\$11.80	each	148.011.LG25 0430 FQ		
Fee for occasional use of the racquetball court; fee is per session, regardless of the number of people.										
9. Outdoor Recreation Equipment Fee				2		\$15.00	class	148.012.LJ19 0430 AM		
10. Radiologic Technology		BO		3	\$75.00	\$75.00	quarter	148.012.LJ63 0430 LK		
11. Refrigeration/Industrial Technology		BP	NP	2	\$31.20	\$32.40	class	148.012.LJ28 0430 LR		
12. Industrial Electronics Software Fee		BT		2	\$48.20	\$50.10	class	148.012.LJ34 0430 CI		

A.	Dorm Deposit			0	\$400.00	\$200.00	each	573.262.1B91 0430 DD	
B.	Administrative/Programming Fee			0		\$200.00	each	573.262.1B95 0430 DG	
C.	Application Fee			4	\$50.00	\$50.00	year	573.262.1B91 0430 DF	
D.	Dorm Damage Charge			0	variable	variable	each	573.262.1B91 0405 DC	
	Student housing damage charges vary depending on damage assessment.								
E.	Dorm Room			3	as needed to max.	as needed to max.	quarter	573.262.1B91 0423 DR	
F.	Dorm Technology Fee			3	\$60.00	\$60.00	quarter	573.262.1B91 0430 DT	
G.	Weekly Fee			0		\$111.00	week	573.262.1B91 0423 DR	
H.	Resident Life Payment Plan			3		\$25.00	quarter	148.082.1B81 0420 DL	
	Resident Life Payment Plan Late Fee								
	First due date late payment			0		\$20.00	each	148.082.1B81 0405 DM	
	Third due date late payment			0		\$40.00	each	148.082.1B81 0405 DM	
I.	General Contract Violations			0		\$5-\$50	each	573.262.1B95 0405 DP	
	These fees apply to residents who violate rules/policies outlined in the Housing Handbook								
	Improper Check Out Fee			0		\$35.00	each	573.262.1B95 0405 DP	
	Conduct Violations								
	First Offense			0		\$35.00	each	573.262.1B95 0405 DP	
	Second Offense			0		\$50.00	each	573.262.1B95 0405 DP	
	Third Offense			0		\$75.00	each	573.262.1B95 0405 DP	
	Roof Access			0		\$100.00	each	573.262.1B95 0405 DP	
	Tampering/Disabling Fire Safety Devices			0		\$250.00	each	573.262.1B95 0405 DP	
	Early Contract Termination Fee			0		\$750.00	each	573.262.1B95 0405 DP	
	Overnight Guest Violation			0		\$40.00	each	573.262.1B95 0405 DP	
	Garbage			0		\$25.00	each	573.262.1B95 0405 DP	
	Lock Out			0		\$10.00	after 3	573.262.1B95 0405 DP	
J.	Lost Key			0		\$10.00	each	148.092.1E05 0405 DK	
2.	Student Recreation Center (SRC)								
	WVC Guest			0		up to \$5.50 includes tax	each	522.264.1PVW 0430 VW	
	WVC Student Guest (with current student ID)			0		up to \$3.50 includes tax	each	522.264.1PVW 0430 VW	
	WVC Transitional Studies/Summer (Optional)			3		\$5.00	quarter	522.264.1PVW 0430 VW	
	SRC Equipment Rental			0		variable	each	522.264.1PVW 0430 VW	
	SRC Room Rental			0		variable	each	522.264.1PVW 0430 VW	
<u>F. PROFESSIONAL DEVELOPMENT AND COMMUNITY EDUCATION COURSES</u>									
	Fees vary to cover costs of the courses.								
<u>G. ADJUNCT PROGRAM SALES</u>									
	Funds collected are subsequently used to support the program generating the sales. These sales of goods or services are created as an adjunct to the instructional programs.								
1.	Automotive Repair			0	variable	variable	each	148.042.1J23 0420 AT	
2.	Tree Fruit/Horticultural Sales			0	variable	variable	each	148.042.1J2P 0420 AP	
<u>H. STUDENT SELF IMPOSED FEES</u>									
1.	Comprehensive Fee			1	\$1.00/credit; \$10.00 max.	\$1.50/credit; \$15.00 max.	credit		528.252.2B93 0430 QR
	This north campus fee is dedicated to various student areas rather than collecting individual fees. (i.e. graduation, parking lot maintenance)								
48									
2.	Student Recreation Center (SRC)			1	\$5.00/credit; \$75.00 max.	\$5.00/credit; \$75.00 max.	credit	522.264.1PVW 0430 VW	

II. APPROVAL PROCESS AND ACCOUNTING FOR FEES AND SALES									
A. LAB, MATERIALS AND SERVICE FEES									
	All new fees or changes in fees require approval by the Board of Trustees. Annually, information is distributed about current fee revenue and expenses and fees are reviewed by area directors, deans or others. Recommendations for changes are made by deans or directors and discussed by the president's cabinet before being presented to the Board for approval.								
B. PASS THROUGH FEE CHARGES - TESTING, INSURANCE & EXTERNAL PROGRAM FEES									
	Fees collected and remitted to an outside agency, (e.g., insurance, field trips, ski lift tickets, testing fees) are established by the third party. Wenatchee Valley College collects these fee amounts only as a service to students. These fees are not subject to legislative restrictions and are reported to the Board as an information item.								
C. SALES									
	Departments producing goods or a service as a by-product of the educational program may retain the revenues for use in the instructional program.								
D. ANNUAL APPROVAL BY THE BOARD OF TRUSTEES									
	All fees are approved by the Board on an annual basis.								
E. STUDENT APPROVED FEES									
	The Student Recreation Center (SRC) Fee (\$5.00 per credit, maximum of \$75.00 per quarter) and the Omak Comprehensive Fee (\$150 per credit, maximum of \$15.00 per quarter) are student initiated and approved fees.								
F. ACCOUNTING AND BUDGETING									
	The fiscal services office is responsible for maintaining current fee code and rate tables for ensuring correct assessment of fees.								
	All fees and program revenues are budgeted for the coming fiscal year, based upon historical revenue collections and projected program changes. Updates may be made to budgets in response to enrollment or other program changes. Any balance at the close of a fiscal year is carried forward to the next fiscal year. This process will allow for planned expenditures that exceed the annual revenue collected. All budget adjustments are processed through the district budget manager for reporting to the Board. Laboratory and material fees may not be used to cover salary expenses unless directly related to the lab environment.								

BOARD MEETING: **June 20, 2018**

AGENDA ITEM: **#14 (Action)**

CATEGORY: **ACTION**

2018-2019 ASWVCO Budget: Chio Flores

BACKGROUND:

The proposed 2018-2019 ASWVCO Operating Budget proposal is attached and reflects two primary changes – funding for a new student program (MASK at Omak) and the Food Pantry.

RECOMMENDATION:

That the board approve the proposed 2018-2019 ASWVCO Budget.

WENATCHEE VALLEY

— COLLEGE —

AT OMAK

2018-2019

BUDGET

ASWVC-O Budget 2018-2019

SPECIAL ACCOUNTS

<u>Account No</u>	<u>Account Name</u>	<u>Subsidy</u>
264-2P40	Contingence	12,300.00
264-2P31	Campus Projects	5,535.00
264-2P36	Vehicle Replacement	3,155.00

2018-2019 ACTIVITIES SUBSIDIES

<u>Account No</u>	<u>Account Name</u>	<u>Subsidy</u>
264-2P42	Awards	2,000.00
264-2P37	Cabinet	5,000.00
264-2P35	Entertainment	15,800.00
264-2P32	Student Supplies	0.00
264-2P11	Transportation	1,920.00
264-2P16	Scholarships	30,000.00
264-2P34	Graduation	5,000.00
264-2P43	Leadership	4,000.00
264-2P52	Computer Supplies	0.00
264-2P54	Legislative Travel	0.00
264-2PTC	Tutor Center	14,800.00
264-2PBK	Omak Student Books	4,000.00
264-2P2R	Recruiting	0.00
264-2P44	Copier Supplies	0.00
264-2P86	Bus Passes	0.00
264-2P45	Science Club	4,250.00
264-2P33	Nursing Club	6,000.00
264-2P29	Phi Theta Kappa	0.00
264-2P41	Red Road Association	5,840.00
264-2970	Mask	3,400.00
264-2P71	Student Pantry	0.00

ASWVC-O BUDGET TWO-YEAR COMPARISON

<u>Account No</u>	<u>Account Name</u>	<u>2018-2019</u>	<u>2017-2018</u>
264-2P40	Contingency	12,300.00	11,400.00
264-2P31	Campus Projects	5,535.00	5,700.00
264-2P36	Vehicle Replacement	3,155.00	3,420.00

2018-2019 ACTIVITIES SUBSIDIES

<u>Account No</u>	<u>Account name</u>	<u>2018-2019</u>	<u>2017-2018</u>
264-2P42	Awards	2,000.00	2,000.00
264-2P37	Cabinet	5,000.00	5,000.00
264-2P35	Entertainment	15,800.00	13,000.00
264-2P32	Student Supplies	0.00	4,500.00
264-2P11	Transportation	1,920.00	2,000.00
264-2P16	Scholarships	30,000.00	28,000.00
264-2P34	Graduation	5,000.00	5,000.00
264-2P43	Leadership	4,000.00	3,000.00
264-2P52	Computer Supplies	0.00	0.00
264-2P54	Legislative Travel	0.00	0.00
264-2PTC	Tutor Center	14,800.00	11,000.00
264-2PBK	Omak Student Books	4,000.00	4,080.00
264-2P2R	Recruiting	0.00	0.00
264-2P44	Copier Supplies	0.00	0.00
264-2P86	Bus Passes	0.00	0.00
264-2P45	Science Club	4,250.00	5,000.00
264-2P33	Nursing Club	6,000.00	5,700.00
264-2P29	Phi Theta Kappa	0.00	0.00
264-2P41	Red Road Association	5,840.00	5,200.00
264-2970	Mask	3,400.00	0.00
264-2P71	Student Pantry	0.00	0.00

Special Accounts

Contingency: For large campus projects and budgetary needs (such as purchasing new ITV system), and provides potential start-up funds for clubs.

Campus Projects: For projects, activities, equipment, furnishings, supplies, and other unforeseen needs regarding the campus during the academic year such as Native Garden up keeping, and transfer funds to other accounts when needed.

Vehicle Replacement: This account is for funding new vehicle purchases.

Activities Subsidies

Awards: Funding for the annual awards ceremony event, named *Appreciation Day*, for recognizing outstanding students and staff members held by the *Director of Public Relations* and the *Director of Public Affairs*.

Cabinet: This account funds the ASWVC-O members' gear such as team shirts, polos, and jackets for conferences and college representation.

Entertainment: For events and activities on and off campus-events such as Jammin' Against Hunger, Film Festival, Stand Against Racism, purchasing tickets from Okanogan Valley Orchestra and Chorus and Omak Performing Arts Center Foundation events that are managed by the ASWVC-O members.

Student Supplies: For purchasing equipment-Student ID Card System-and equipment supplies-card system blank cards, ribbons, cleaning kit, etc.

Transportation: For funding gas expense for vans.

Scholarships: For scholarships awarded quarterly for ASWVC-O student members as an incentive to all their hard work and dedication in improving student life quality at WVC in Omak.

Graduation: The ASWVCO has collaborated with the college to support graduation by funding the event at the Omak Performing Arts Center, purchasing gowns and tassel, providing the honor song, purchasing announcements, decorations and also light refreshments.

Leadership: For student leadership training for the senate including summer training, local and regional professional development; and students associated with clubs, organizations, and conferences.

Computer Supplies: For computer upgrades and supplies-ink and paper-for student cabinet.

Legislative Travel: This budget is reserved for legislative activity on campus, as well as travel associated with it for students advocating ASWVC at the state level.

Tutor Center: Provides a subsidy to the Tutoring Center for part-time hourly wages and educational opportunities for student tutors.

Omak Student Books: Provides copy of textbooks for classes taught a WVC for students to loan at the college library for the sole purpose of making the college life more convenient for students to achieve their academic goals.

Copier Supplies: For supplies such as paper, ink, and toner, and copier machine maintenance supplies.

Bus Passes: For students in need of bus passes especially those who travel at least an hour away from the college.

Science Club: Attends a yearly science field trip, sponsors a Christmas present donation drive for children at Paschal Sherman Indian School, and purchases greenhouse supplies for the clubs gardening purposes.

SNOW @O (Nursing Club): The Omak campus nursing club attends Nurse Legislative Day and also sponsors the graduation Pinning Ceremony in June.

Phi Theta Kappa: Attends local, regional, and national conferences. This club has not been as active this year, therefore will not be receiving any funds.

Red Road Association: Provides events in November during Native American Heritage Month; and sponsors the annual United Pow Wow and pumpkin carving contest. Purchases swag items to promote the club; attends a local basket weaving event; promotes cultural events for all students and others within the local community.

MASK: Provides and promotes events for Medical Assistant student club members.

Student Pantry: The Student's Pantry at Wenatchee Valley Omak is to provide assistance to students who lack food and other necessities due to financial hardships.