

AGENDA
 BOARD OF TRUSTEES
 WENATCHEE VALLEY COLLEGE
 WENATCHEE, WASHINGTON
 November 29, 2017

10:00 a.m. – Board Work Session	Room5015A, 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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- 2. Music and Art Center - Education Facility Design Award 2017 14

INTRODUCTION OF NEW EMPLOYEES

- 3. Introduction of New Employees: Reagan Bellamy, Executive Director of Human Resources 15

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- 7. Year-End Financial Report: Brett Riley, Vice President of Admin. Services 20
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ACTION

- 11. Six-Year Strategic Plan/Goals/Objectives: Ty Jones, Exec. Director of Institutional Effectiveness..... 31

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: **November 29, 2017**

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

CATEGORY: **APPROVAL OF MINUTES**

September 13, 2017, and October 25, 2017, Board Meeting Minutes

BACKGROUND:

Attached are the minutes from the September 13, 2017, and October 25, 2017, board meeting for your approval.

RECOMMENDATION:

That the minutes from the September 13, 2017 and October 25, 2017, board meeting be approved.

MINUTES
BOARD OF TRUSTEES
WENATCHEE VALLEY COLLEGE
DISTRICT NO. 15
WENATCHEE, WASHINGTON
September 13, 2017

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
Phil Rasmussen, Chair
June Darling, Vice Chair
Martha Flores

The board work session was opened by Chair Phil Rasmussen at 10:00 a.m. Major agenda items included residence hall quarterly report, selection of board officers, G9 By-Law review, annual inventory report, guided pathways update, and strategic plan/public input. Executive session was held to discuss personnel issues and a tour of art on the WVC campus was led by art instructor Scott Bailey.

The regular board meeting was opened by Chair Phil Rasmussen at 3:00 p.m. Also in attendance were Assistant Attorney General Dale Lehrman, faculty, classified staff, and administrators.

APPROVAL OF MINUTES

- 1. June 21, 2017, Board Meeting and August 16, 2017 Board Retreat Minutes**

MOTION NO. 2242

Martha Flores moved that the minutes of the June 21, 2017, board meeting and August 16, 2017, board retreat be approved. The motion was seconded by June Darling and carried unanimously.

CELEBRATING SUCCESS

- 2. WVC Ranked 24th Best Community College in the Nation**
WVC was ranked the 24th best community college in the nation by WalletHub.com. Colleges were evaluated on cost and financing, educational outcomes and career outcomes. Washington State also ranked high with the third best community college system in the country.
- 3. TAG Program**
WVC is pre-enrolling interested seniors from all five districts through The Admissions Guarantee (TAG), a program designed to help high school graduates successfully transition into college. In addition to saving them a slot, WVC waives the \$25 admission. The program was piloted last year at Wenatchee and WestSide high schools. The program has been expanded to include students from Waterville, Cashmere and Chelan high schools.

INTRODUCTION OF NEW EMPLOYEES

- 4. Introduction of New Employees: Reagan Bellamy, Executive Director of Human Resources**
The following new employees were introduced: Jonathan Barnett, registrar; Rachel Evey, alumni relations coordinator; Hillary Conner, asst. director of student programs/recreation; Brenda Galvan, foundation accountant; Lucero Martinez, outreach and recruitment coordinator; Holly Thorpe, writer/editor; Joanna Tepley, budget analyst/internal controls accountant; and Xiaowen Zhao, biology lab technician.

SPECIAL REPORTS**5. Patrick Tracy, AHE President**

A written report from Patrick Tracy was included in the board information packet.

STAFF REPORTS**6. Brett Riley, Vice President of Administrative Services**

Brett Riley reported that discussions have begun on the next capital project for WVC.

7. Carli Schiffner, Vice President of Instruction

Carli Schiffner stated that her written report outlines instructional goals for the coming academic year.

8. Chio Flores, Vice President of Student Services

Chio indicated that her report captures the work that has been done during the summer months. The ribbon cutting ceremony for the new student rec center will take place on September 22, 2017.

9. Jim Richardson, President

President Richardson reported that meetings continue with members of the art community. He added that the DREAMers task force has been activated in light of recent national events. The community and technical college presidents will meet on the Wenatchee campus on October 5-6 and trustees were invited to participate.

ACTION**10. 2017-2018 Tuition and Fees: Brett Riley**

The WVC Board of Trustees annually approves the tuition schedule for the coming academic year. Under current SBCTC policy, lower division resident tuition is \$105.17 per credit for the first 10 credits, and \$205.36 per credit for upper division credits.

MOTION NO. 2243

June Darling moved that the 2017-18 tuition schedule be approved effective fall quarter 2017. The motion was seconded by Martha Flores and carried unanimously.

(2017-2018 Tuition and Fees attached as Exhibit A)

11. 2017-2018 Tuition and Fee Waivers: Brett Riley

Annually the WVC Board of Trustees reviews and adopts tuition waivers as allowed by the SBCTC.

MOTION NO. 2244

June Darling moved that the 2017-2018 tuition waivers be approved as presented. The motion was seconded by Martha Flores and carried unanimously.

(2017-2018 Tuition and Fee Waivers attached as Exhibit B)

12. 2017-2018 Operating Budget: Brett Riley

The 2017-2018 operating budget was reviewed by the board during their work session.

MOTION NO. 2245

June Darling moved that the board adopt the 2017-2018 operating budget as presented. The motion was seconded by Martha Flores and carried unanimously.

(2017-2018 Operating Budget attached as Exhibit C)

ACTION (continued)

13. Amendment of Board By-Laws

Board Policy G9: By-Laws was reviewed during the board work session and the board agreed to revise the first sentence in Board Policy G9: By-Laws, Article VII Officers of the Board, Section 1 to read: At the first regular meeting of the board following July 1 of each odd-numbered year, the board shall elect from its membership a Chair and Vice-Chair to serve for the coming two years.

MOTION NO. 2246

June Darling moved that board approve revisions to Policy G9: By-Laws, Article VII Officers of the Board as stated. The motion was seconded by Martha Flores and carried unanimously.

14. Election of Officers

MOTION NO. 2247

Martha Flores moved that the board approve the following slate of officers for a two year period: June Darling, Chair; Phyllis Gleasman, Vice Chair; and Tamra Jackson, Legislative Action Committee Liaison. The motion was seconded by June Darling and carried unanimously.

3:15 p.m. Meeting adjourned

Secretary

Chair

Under current SBCTC policy, lower division resident tuition is \$105.17 per credit for the first 10 credits, and \$205.36 per credit for upper division credits, distributed as follows:

Lower Division	Fee Type	Upper Division
\$ 83.19	Operating Fee	\$ 183.38
\$ 11.17	Building Fee	\$ 11.17
\$ 10.81	S&A Fee (Max)	\$ 10.81
\$105.17	Total	\$ 205.36

The distribution amounts differ from the SBCTC tuition schedule (attached) because the SBCTC published schedule does not display the distributions to the innovation account or the local financial aid fund, which continue at current rates.

Tuition and Fee Waivers 2017-18

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>FeePay 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	\$15.78/credit (85% waived)
#G,#P	63/64	Athletic Waiver-Resident and Non-Resident	\$328.00/quarter
		Hispanic Orchard Employees Education Program	No tuition or fees
#A,#B	70	Eligible Veterans or National Guard Members	\$52.59 (50% of resident tuition and fees)
	71	Other Military or Naval Veterans	\$52.59 (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	\$14.15/credit (85% waived of 19+ credits)
+E	17	Vocational Students (over 18 credits)-Non-Resident	\$40.70/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)	\$31.55/credit (70% waived)
TM	96	Farm Management	\$35.02/credit (66.7% waived)
TK	94/93	First aid, EMT, Paramedic	\$57.84/credit (45% waived)
TL	95	Parenting Education	\$15.78/credit (85% waived)
<u>Nonresident Tuition Differential</u>			
+A,+D	29/31	Nonresident US Citizen	Resident operating + non-resident building and S & A fees (\$118.89)
*X	23	Refugees	Resident operating fee + 25% + non-resident building and S & A fees (\$139.68)
*R	20	High School Completion-Non-Resident	\$105.17/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	\$53/credit or \$3.53/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

Budget Considerations sourced from Legislative action:

- Resident Tuition increased 2.2% (149 funds)
- State Need Grant funding increased to cover 2.2% (limited Net effect)
- Running Start rates increased to \$6,570 for 17-18 (145 Funds)
- Faculty and Classified Staff salary increases of 2.3% (35% paid for locally- Primarily 149 and 101 funds)
- Non-represented employee increases of 2% (Primarily 101 funds)
- Minimum wage increase (WVC has limited impact)
- Health Care premiums increased to \$913(all funds)
- Pension increased to 12.& for PERS (all funds)

Revenue Forecast:

101 Funds-

Our State allocation is set at \$13,887,642 including provisos and program funding.

149 Funds-

- Tuition forecast is \$6,840,680 for 17-18. Enrollment projections have been fluid, varying from even to a decline of 2%.
- Revenue forecast has assumed a 1% decline in enrollment.
- Legislature has increased tuition by 2.2%
- Projections for upper division tuition has been included (30 FTE)

148 Funds-

- Institutional and course fees are projected to increase an average of 2.5% based on fee increases previously approved by the Board.
- Fee revenue is projected to come in at just under \$2 million at \$1,999,758.

Note: This does not include the Recreation Center fee.

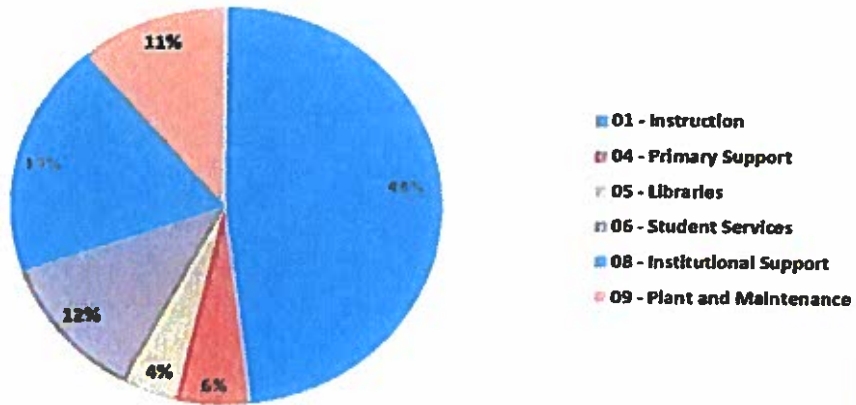
Total Operating Revenue- \$27,705,896

Revenue Source	FY 17-18	% of Budget
101- Total State Allocation	\$ 13,887,642	50%
149- Total Tuition	\$ 6,840,680	25%
*148- Total Cours and Program Fees (Does not include VW fee)	\$ 1,999,758	7%
145- Total Running Start	\$ 4,937,815	18%
Foundation Reimbursement Crane Endowment	\$ 40,000	0%
Total Estimated Operating Revenue FY17-18	\$ 27,705,896	100%

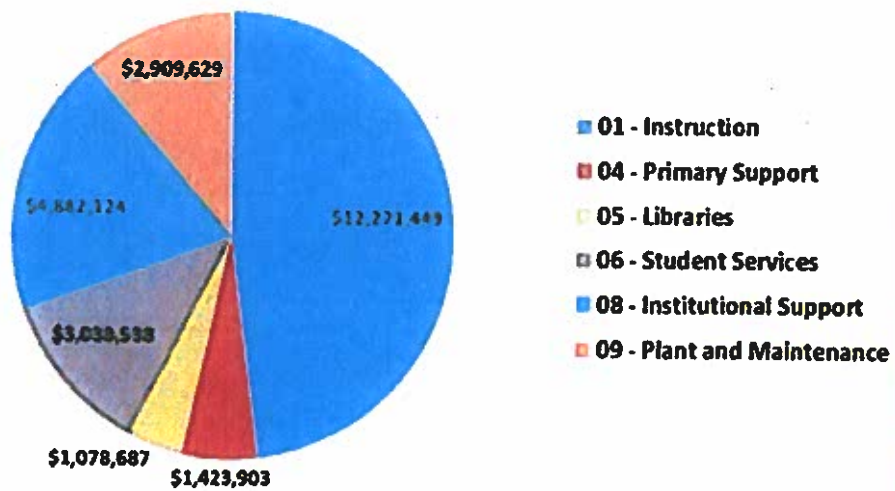
Breakdown by Program Code:

Program Code (Prog)	16-17 Budget	16-17 %	\$ Dollars	% Percent	SBCTC
01 - Instruction	\$ 12,226,175	49%	\$ 12,271,449	48%	47%
04 - Primary Support	\$ 1,616,967	6%	\$ 1,423,903	6%	8%
05 - Libraries	\$ 862,971	3%	\$ 1,078,687	4%	3%
06 - Student Services	\$ 2,689,655	11%	\$ 3,038,538	12%	13%
08 - Institutional Support	\$ 4,585,994	18%	\$ 4,882,124	19%	18%
09 - Plant and Maintenance	\$ 2,946,365	12%	\$ 2,909,629	11%	12%
Total	\$ 24,928,127	100%	\$ 25,604,330	100%	100%

% Percent



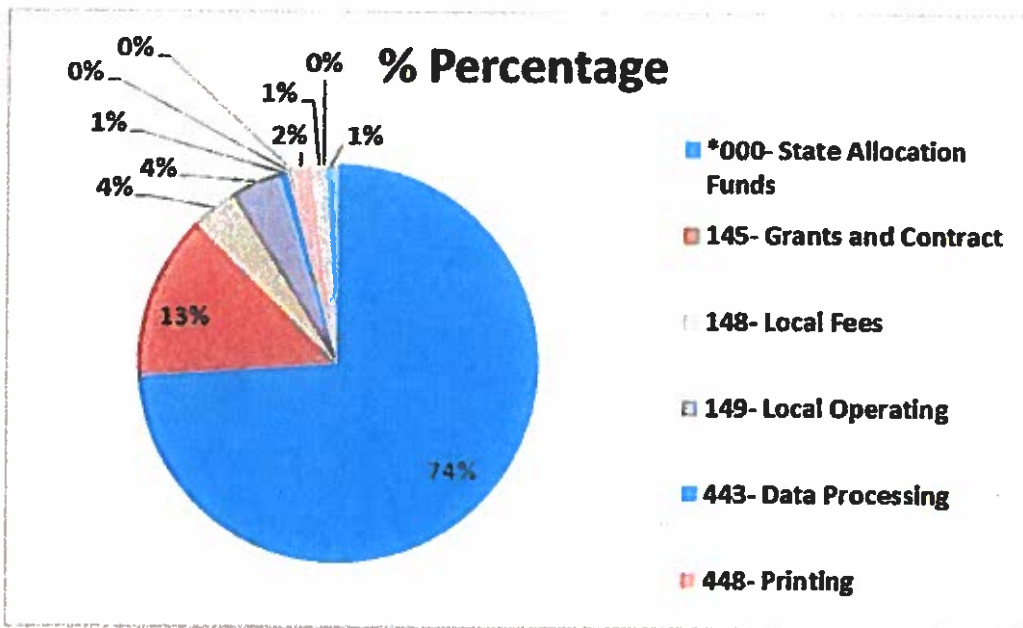
\$ Dollars



All-Funds Budget as of 7/1/2018

All Funds Budget	\$ Dollars
*000- State Allocation Funds	\$ 23,153,803
145- Grants and Contract	\$ 4,212,574
148- Local Fees	\$ 1,158,211
149- Local Operating	\$ 1,292,317
443- Data Processing	\$ 180,000
448- Printing	\$ 125,441
460- Motor Pool	\$ 900
522- Student Activity Fees	\$ 555,000
528- Parking	\$ 294,926
570- Enterprise Account	\$ 2,524
573- Housing	\$ 341,396
Total	\$ 31,317,092

* Includes Appropriation CG1, 3E0, 123, BG1, BD1



Summary:

- The operating budget does not include one-time items in the amount of \$1.3 million that will be sourced out of 145- Running Start funds.
- Accounting for one-time items, WVC has budgeted \$500,000 to be held in local reserves.

MINUTES
BOARD OF TRUSTEES
WENATCHEE VALLEY COLLEGE
DISTRICT NO. 15
WENATCHEE, WASHINGTON
October 25, 2017

11:00 a.m. – Board of Trustees Work Session.....Lucy Covington Gov. Center, 21 Colville St, Nespalem WA 3:00 p.m. – Board of Trustees Meeting.....Lucy Covington Gov. Center, 21 Colville St, Nespalem WA
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Trustees present

June Darling, Chair
Tamra Jackson
Martha Flores

The board work session was opened by Chair June Darling at 11:00 a.m. and Chair Darling thanked the Colville Confederated Tribes for their gracious invitation to host the college's October board meeting at the Lucy Covington Government Building. Discussion followed on the collaborative efforts underway for educational opportunities on site and in regional locations.

The regular board meeting was opened by Chair June Darling at 3:00 p.m. Also in attendance were faculty and classified staff.

APPROVAL OF MINUTES

1. September 13, 2017, Board Meeting Minutes

Tabled – the minutes were inadvertently omitted from the board information packet. Action will be taken in November.

SPECIAL REPORTS

2. Freddie Hamm, ASWVC Wenatchee President

A written report from ASWVC Wenatchee President Freddie Hamm was included in the board information packet.

3. David Ratautas, ASWVC Omak President

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

4. Patrick Tracy, AHE President

A written report from AHE President Patrick Tracy was included in the board information packet.

STAFF REPORTS

5. Brett Riley, Vice President of Administrative Services

Brett Riley did not add to his written report.

6. Carli Schiffner, Vice President of Instruction

Carli Schiffner did not add to her written report.

7. Chio Flores, Vice President of Student Services

Chio Flores did not add to her written report.

STAFF REPORTS (continued)

8. Enrollment Report: Jim Richardson, President

President Richardson reported that current enrollment is affecting the college budget. State enrollment patterns show that approximately two-thirds of the state colleges have reported a drop in enrollment.

9. Jim Richardson, President

President Richardson did not add to his written report.

ACTION

10. Tenure Review: Jim Richardson

Tria Skirko, eResources Librarian on the Omak Campus, is a third-year probationary faculty member who started Spring 2015, and is on a different tenure cycle.

MOTION NO. 2248

Tamra Jackson moved that the board grant Tria Skirko tenure status after the successful completion of nine quarters. The motion was seconded by Martha Flores and carried unanimously.

11. Resolution #17-220 Wells Hall COP: Brett Riley

As part of the state funded Wells Hall Replacement Project, WVC committed \$5,000,000 in local funds to support the building of 62,000 square feet of instructional space and an additional 7,000 square feet dedicated to a conference and event center. This event center was designed to serve the campus as well as the wider Wenatchee Valley Community. To date, the Wenatchee Valley College Foundation has raised \$800,000 for the building of the conference center. The foundation and the college are committed to continuing to raise funds for the project over the next three years as the design and construction of the facility progresses. While raising funds for the project, the college will also seek additional funding with State Board for Community and Technical College approval of a \$5,000,000 Certificate of Participation to complete the 69,000 square foot project.

MOTION NO. 2249

Martha Flores moved that Resolution #17-220 funding authorization for the Wells Hall Replacement Project be approved as presented. The motion was seconded by Tamra Jackson and carried unanimously.

(Resolution #17-220 attached as Exhibit A)

3:07 p.m. Meeting adjourned

Secretary

Chair



*Board of Trustees
Resolution 17-220*

WHEREAS, **Wenatchee Valley College** submitted a capital projects request to the State of Washington for a new 69,000 sq. ft. building to replace the existing Well Hall as well as an adjoining conference and event center. As part of the proposal, \$5,000,000 in local capital was committed to support the buildout of the conference and event center.

NOW, THEREFORE, BE IT RESOLVED, that **Wenatchee Valley College** shall be seeking additional funding with State Board for Community and Technical Colleges (SBCTC) to design and construct the conference and event center portion of the Wells Hall Replacement project to accommodate the needs and desires of Wenatchee Valley College. The Wenatchee College Foundation has already secured \$800,000 cash donation to kick off the project. The College will work with the SBCTC to obtain Legislative approval of a \$5,000,000 Certificate of Participation (COP) to complete the buildout of the 7,000 square foot portion of the building.

BE IT FURTHER RESOLVED, that **Wenatchee Valley College** has legal authority, and that **Brett T Riley, Vice President of Administrative Services**, is/are hereby authorized, for and on behalf of **Wenatchee Valley College** to do and perform any and all acts and things which may be necessary to carry out the foregoing resolution including the preparing, making and filing of plans, applications, reports and other documents; the execution, acceptance, delivery and recordation of agreements, and other instruments pertaining to the Wells Hall Replacement project.

Adopted this 25th day of October, 2017.

Jim Richardson, Secretary

June Darling Chair

Phil Rasmussen

Phyllis Gleasman

Tamra Jackson

Martha Flores

BOARD MEETING: **November 29, 2017**

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

CATEGORY: **CELEBRATING SUCCESS**

Music and Art Center – Education Facility Design Award 2017

BACKGROUND:

The Music and Arts Center (MAC) received the Award of Excellence through the American Institute of Architects (AIA) Education Facility Designs Award program.

AIA Description of the MAC-

The visual and performing arts are intertwined in life and can now be found under one roof at Wenatchee Valley College. The performing arts venues are positioned to welcome and engage the community, while the visual arts spaces allow students to use a preserved northerly grove of trees for artistic inspiration.

A single pivot point between artistic disciplines serves as a gathering space—allowing students to continue learning outside the classroom—and as an area for patrons to assemble prior to performances. The design integrates the historic heart of the campus with existing and future circulation routes while preserving the integrity of the surrounding educational community.

Jury Comments –

A nicely scaled and well composed project; each of the visual and performing arts programs is considered both for function and form within the whole. The clean lines of the exterior are carried through inside, providing airy daylight studios, a finely tuned recital hall, and a beautiful and generous gathering area that welcomes students and visitors alike. The simplicity and directness are striking.

BOARD MEETING: **November 29, 2017**

AGENDA ITEM: **#3 (information)**

CATEGORY: **INTRODUCTION OF NEW EMPLOYEES**

Introduction of New Employees: Reagan Bellamy, Executive Director of HR

BACKGROUND:

Reagan Bellamy will introduce new employees.

BOARD MEETING: **November 29, 2017**

AGENDA ITEM **#4 (information)**

CATEGORY: **SPECIAL REPORTS**

Freddie Hamm, ASWVC Wenatchee President

BACKGROUND:

I'm proud to work with such committed Senate team. We have been looking at the bigger picture and doing our best to find ways to support our student body. We have worked out our hectic schedules and are committed to being selfless in our service.

General Items:

- We have been holding weekly senate meetings every Tuesday at 5:30-7:30 p.m.
- We have Bi-weekly Interclub Council meetings on the first and third Tuesday of every month at 1-2 p.m.
- Senate has been meeting with their pre-tenure committees, and other committees are holding informal meetings.
- We attended Student Programs' monthly leadership series. November's topic was diversity and inclusion, and was presented by Erin Tofte. We learned about vocabulary and had a lengthy discussion on race.
- Senate members have been attending athletic games to show support for our student athletes.
- We are actively working to with WACTCSA and this year's legislative agenda. We plan to focus on two of the items: open educational resources and support for undocumented students.
- We have provided campus tours (with bi-lingual option in Spanish) for new and prospective students, and college interview candidates.

Approved Subsidies:

- \$1,600 for installment of Bi-Level Hydration Station & sponsor plate
- Approval of \$2,000 to support club SRC rentals and events

Goals for Senate:

*We are in the process of creating action items

- Community Engagement
- Decreasing
- Diversity
- Develop Policy
- Communications

Link Transit:

- Senators downloaded and tested new link app
- After reviewing the app, we had multiple concerns
- The app consisted of no maps, bus routes, or schedules
- Concerns of student phones dying or loss of phone and leaving students stranded without a bus pass

Events accomplished in October below:

Breast Cancer Awareness Volleyball Tournament

- Scheduled for Oct 12th from 2-4:45 p.m. in the SRC
- The teams must be Coed, meaning that each team must have two members of the opposite gender
- Wear lots of PINK to display support!!
- We had over 50 participants!

Oil/Tire Change

- Scheduled for October 25 at 1-3 p.m.
 - Oil Changes located in Batjer Hall Automotive department
 - Tire Change info located at Fountain
- First 10 students signed-up receive free oil changes
- Auto Club students volunteered to help demonstrate proper oil/tire changing procedures
- We served about 8 cars for this event

National Pizza Making

- Scheduled for October 22nd from 5-7 p.m., located at the dorms
- Senate will provided crusts and a plethora of toppings for students to invent their own personal creation!
- This event was meant to reach our dorm family and also help create a social atmosphere for current dorm students to engage with one another
- Over 40 pizzas were made by our form family

Service Project

- Senate members aren't able to participate in the Oct 28th Make a Difference Day because of athletic schedules. Instead, we have a service project in our community set for Oct. 29th.

Fall Festival

- Scheduled for October 31st, located at the fountain from 9-2 p.m.
- There was games, food, and opportunities to meet and interact with others
- We served roughly 300 students!

Fall Showcase

- Scheduled also for the 31st of October, located in Van Tassell
- All clubs were accounted for
- We served students popcorn and a cold beverage of their choice after interacting with at least 5 clubs

The upcoming events planned for the month of November are listed below:

Grocery B.I.N.G.O.

- Scheduled for Nov. 2nd from 6-8 p.m. in Van Tassell

Veteran's Thank You Cards

- Scheduled for Nov. 8 at all times of the day
 - Card signing located in Van Tassell

Ultimate Hockey

- Scheduled for Nov. 22nd from N/A p.m., located in SRC

Service Project

- We have a service project in our community set for some time in November. We will participant in two services projects since we were unable to service in October.

Legislative Academy

- Scheduled for Nov. 17th-18th located in Olympia

BOARD MEETING: **November 29, 2017**

AGENDA ITEM **#5 (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 Student Activities: Becky Biernacki, Judy Valentine, Director of Administrative Affairs, Jennie Demos, Director of Public Relations, Ryan Allgood, Director of Student and Legislative Affairs, Lily Bernhardt, Asst. to Director of Public Relations and Andi Columbia, Asst. to Director of Legislative and Student Affairs. Advisor: Livia Millard.

October:

- Selections for ASB cabinet positions resulted in the acquisition of the following new officers:
 - Judy Valentine
 - Jennie Demos
 - Ryan Allgood
 - Lily Bernhardt
 - Andi Columbia

Note: Laura Brown was moving from secretary to vice presidential position.

- S'more Social, October 11th: The event was successful and resulted in new peer relationships. This being our first event, I was pleasantly surprised in its attendance and success. Cabinet members took this opportunity to give out general information on clubs and student cabinet selections. Also, cabinet members set up a booth allowing students, faculty and staff to write get well letters to faculty member David Lindeblad.
- Cosmic Bowling, October 28th: This event's attendance was high. Cabinet members held the price of admission of two nonperishable food items per person. Students were allowed to be accompanied by family and friends and this resulted in a modest amount of food. The food items are currently in storage, a portion of this will go into our own foodbank and a portion to foodbanks in the community.
- Club Expo, October 30th: Cabinet members worked with clubs to put on this Halloween themed and costume contest event. Firsthand information about clubs was provided to students as well as how to start a new club. Several new club ideas have sprung up as a result, like the robotics club, creative writing club, outdoors club and medical assistant club. Ideally, cabinet will be able to support these fledgling clubs into becoming very prominent in our college environment and the community. Prizes were donated by 12 Tribes Casino and Resort.

November:

- College Goal, November 8th: A few volunteers from Cabinet assisted in this event. They helped students navigate websites in order to fill out information for FAFSA.
- Veterans Day Event, November 9th: Cabinet members put on an event honoring our nations veterans. We served cake and coffee in the student lounge and handed out poppy flowers for students to wear. Also, we put up a very large poster for students to sign, allowing them to give their respect to veterans they knew or know personally. After about a week, this poster will be given to a community center in Omak.
- Jammin' Against Hunger, November 18th: This is the biggest event of the quarter. It is a large food drive with proceeds going into our own ASWVC foodbank and the local foodbank in our area. We've hired the Olson Bros to play at this event and are very excited to have them. Price of admission for this event is 5 nonperishable food items per person and this event is open to the public. We are expecting a great turnout!
- United By Water film documentary with director Derrick LaMere will be sponsored by the Red Road Association as part of November Native American Heritage Month. This event is Wednesday, November 29th at the Omak Mirage Theatre and the admission is two cans of non-perishable food items. The film documents the return of the canoes at Kettle Falls along the Columbia River in spring of 2016 since the building of Grand Coulee Dam.

December:

- De-stress and Do Your Best event will be in the first week of December: For this event we will be providing students with refreshments and snacks. The week before finals tends to be a very stressful week for students and we'd like to alleviate a little bit of that stress if we can. We are also considering having a couple of workshops pertaining to stress management.
- Retreat in December with the ASWVC Student Government Officers.

BOARD MEETING: **November 29, 2017**

AGENDA ITEM: **#6 (information)**

CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- Initial floor plans and site selection for the new “Workforce” building has been developed as part of the PRR process. We are currently awaiting letters of support from our community partners to include with our proposal due December 20th.

Budget & Internal Auditing

- Joanna has been deployed across campus to provide budget trainings to start the conversation for next year’s budget and providing reference material that will serve as a foundation for understating current budgets and developing accurate and effective budgets.
- Preliminary conversations have started concerning an internal audit schedule for the remainder of FY 18 and will be presented to the Board prior to deployment.

Auxiliary Services

- Nothing to report

Fiscal Services

- The Washington State Auditor’s Office (SAO) has completed two audits recently and is preparing to start their third audit in the middle of December. We have received a final report on the recently completed CAFR audit. We are pleased to report that there were no audit recommendations for the 16-17 fiscal year. We are still waiting for the final report on the 14-15 financial statement audit. It is anticipated that a Board representative will be requested as part of the exit interview with the SAO.
- On November 15th, Fiscal Services brought in an outside consultant to evaluate and provide recommendations for improving our tuition payment plan process. Many of these changes are “back office” changes; however there will be some new customer facing changes. These changes are scheduled to go into effect spring quarter.
- Several staff members of Fiscal Services have begun their ctcLink training with mixed reviews. Staff attending the procurement and travel training returned eager for the transition, while our accounting staff returned disappointed in the material covered but optimistic in the capabilities of the software.

Facilities

- With the recent changes in Olympia, there is hope for a State capital budget this year. With that in mind, our facilities team is preparing to move quickly once the capital budget is released. Rich Peters and Erin Williams recently met with representatives from the Department of Enterprise Services (DES) to prioritize our minor work projects and align a procurement plan for each project.
- Two noteworthy locally funded projects sponsored through the WVC Foundation are a monument sign project that will finally provide a welcoming entrance to WVC on Fifth Street. The other project is a small remodel project of the locker rooms in Smith Gym. This project helps us in our efforts in maintaining Title IX compliance for our student-athletes.

Safety and Security

- Having recently lost our Safety & Security Manager to the local educational services district, since then, the College hired Maria Agnew as our new Safety, Security and Emergency Manager. Maria, a current adjunct faculty member in the Criminal Justice program, brings with her a wealth of experience in emergency management, planning and preparation. Including recent experience serving on the emergency response team for the Eagle Creek fire.

BOARD MEETING: **November 29, 2017**

AGENDA ITEM: **#7 (information)**

CATEGORY: **STAFF REPORTS**

Year-End Financial Report: Brett Riley, Vice President of Administrative Services

BACKGROUND:

Financial reports will be reviewed by the board of trustees during their work session.

**Wenatchee Valley College
Balance Sheet
Fiscal Year End 1617**

ASSETS

CASH			
CASH ON DEPOSIT	2,804,634.73		
OTHER	<u>2,310.00</u>		
TOTAL CASH		2,806,944.73	
INVESTMENTS			380,121.95
ACCOUNTS RECEIVABLE			
CURRENT RECEIVABLES	2,084,919.95		
ALLOW UNCOLL REC	-36,069.08		
INTER/INTRA GOV REC	8,201,573.95		
LONG-TERM RECEIVABLE	<u>831,732.07</u>		
TOTAL ACCOUNTS RECEIVABLES		11,082,156.89	
INVENTORIES		298,038.46	
PREPAID EXP&DEF CHRG		-1,733.40	
GEN LONG-TERM OBLIG		14,333,519.01	
LAND		1,372,427.00	
BUILDINGS		37,483,393.00	
IMPR OTHER THAN BLDG		344,882.99	
FURNISHINGS & EQUIP		1,684,160.66	
LIBRARY RESOURCES		34,212.01	
CONSTR IN PROGRESS		<u>5,657,867.69</u>	
TOTAL ASSETS			75,475,990.99

LIABILITIES AND FUND BALANCE

LIABILITIES

CURRENT LIABILITIES

PAYABLES	-542,914.04
ACCRUED LIABILITIES	-1,264,112.51
INTER/INTRA GOV PAY	-9,180,573.58
CURR INSTAL&LEASEPAY	-258,000.00
OTHER CURR LIAB	<u>-1,011,821.35</u>

TOTAL CURRENT LIABILITIES -12,257,421.48

LONG-TERM LIAB

LT INSTALL&LEASE PAY	-9,235,000.00
OTHER LONG-TERM LIAB	<u>-5,750,643.26</u>

TOTAL LONG-TERM LIABILITIES -14,985,643.26

TOTAL LIABILITIES -27,243,064.74

FUND BALANCE

REVENUES	-32,518,186.35
CASH CUSTODY - TREAS	-13,698,011.68
ENC,EXPEND/EXPENSES	<u>33,734,118.92</u>
TOTAL FUND - NON EQUITY	-12,482,079.11

FUND EQUITY ACCOUNTS

FUND BALANCE	-2,272,640.61
OTHER	<u>-33,478,206.53</u>

TOTAL FUND EQUITY ACCOUNTS -35,750,847.14

TOTAL FUND BALANCE -48,232,926.25

TOTAL LIABILITIES AND FUND BALANCE -75,475,990.99

**Wenatchee Valley College
Consolidate Statement of Income
Fiscal Year End 1617**

Revenues and other Income	Fiscal Year End 1617	
State Allocations		
	001	11,969,503.00
	WRT	443,133.00
	08A	1,423,051.00
Local Resources		
	145	6,169,315.39
	148	2,552,532.64
	149	6,510,120.97
Capital Funds		
	147	154,677.00
TOTAL REVENUE AND INCOME		29,222,333.00
Costs, Deductions, and Expenditures		
State Allocations		
	001	11,969,503.00
	WRT	443,133.00
	08A	1,423,051.00
Local Resources		
	145	7,854,630.74
	148	3,537,840.36
	149	3,388,880.58
Capital Funds		
	State Capital	70,164.00
	Local Capital	51,934.72
TOTAL COSTS, DEDUCTIONS, AND EXPENDITURES		28,739,137.40
REVENUE IN EXCESS OF EXPENDITURES		483,195.60



**Wenatchee Valley College
Fund Balance
Fiscal Year End 1617**

001	State Allocation	137,420.30	
08A	State Allocation	<u>3,029.22</u>	
	Total State Allocation		140,449.52
057	State Capital	(7,459.14)	
147	Local Capital	<u>(1,669,802.29)</u>	
	Total St/Local Capital		(1,677,261.43)
060	State Bldg Fees	(24,460.07)	
561	Innov Fee Acct	<u>506.38</u>	
	Total Pass-thru State		(23,953.69)
145	Grants/Contracts	3,026,571.71	
148	Local Fees & Sales	1,107,527.22	
149	Tuition	<u>(3,936,551.56)</u>	
	Total Operating		197,547.37
443	Data Processing	10,749.87	
448	Printing	192,764.16	
460	Motor Pool	28,567.31	
522	Students	910,665.17	
524	Bookstore	949,910.48	
528	Parking	623,377.43	
570	Other Auxilliary	37,881.43	
573	Dorm	<u>(491,066.56)</u>	
	Total Aux/Enterprise		2,262,849.29
790	Payroll	(71,022.98)	
840	Agency	1,176,467.05	
841	Agency	(58,074.67)	
846	Financial Aid	(392,370.99)	
849	Std Loan	21,376.37	
859	Endowments	379,081.25	
860	LT Loan	<u>316,353.52</u>	
	Total Other		1,371,809.55
	TOTAL FUND BALANCES		<u>2,271,440.61</u>

BOARD MEETING: **November 29, 2017**

AGENDA ITEM **#8 (information)**

CATEGORY: **STAFF REPORTS**

Carli Schiffner, Vice President of Instruction and WVC-Omak

BACKGROUND:

As the middle of Fall Quarter approaches, the Instruction Division is working diligently on planning efforts for the coming academic year 2018-19. A lot of effort is being invested in understanding the budget (both current budget and next year's proposed budget) and working to best support the college overall. Updates below speak to the efforts underway to help with a slight decline in enrollment (as experienced in Fall Quarter). This decline is not unique to Wenatchee Valley College—it is being experienced system-wide. The SBCTC has convened a Strategic Enrollment Management Taskforce to look at overall trends, environmental factors, and recommendations for stabilizing enrollment for the system.

Enrollment: In analyzing Fall Quarter enrollment trends over the past three years, Fall Quarter 2017 presented with approximately a 6% decline. In past quarters enrollment has not been down in most areas, except for Developmental Education. WVC continues to see student enrollment decline in this area of the curriculum. This is an area of concern—and the Instruction Division has been monitoring this decline for the past two years in order to determine the reason behind this trend. The decline correlates with the introduction of the HS21+ Program and the implementation of the WIOA legislation that requires students to be college or career ready by the time they complete any basic education program. A bright spot in the enrollments for this current quarter is the fill rate for each class—the percentage of “full” classes is much greater in past quarters. A lot of this can be contributed to the work done last year to modify the annual schedule and refine it to best reflect student needs as they progress through the college's curriculum.

Completion Efforts: As the Instruction Division continues to work on solidifying enrollment, another component to this work is retention and completion of WVC's continuing students. Rigo Garcia in his work as a completion coach continues to work with hundreds of students—trying his best to help them navigate the college, provide advice/feedback/recommendations on how to balance college and home, and following up with those students he meets with in the Advising Drop In Center. Over the past year, Rigo has utilized the Student Data Tracking System close to 4000 times—in an effort to help students and to communicate with other advisors about current students. Much of his work has been through the Just In Time early alert system. He continues to refine his outreach efforts to students that present to him as being “at risk”.

Another avenue toward retention and completion efforts at WVC comes with BAS program development. Building off of the college's foundational BAS program (Engineering Technology and Nursing), two additional programs are under development—Teacher Education and Computer Science. Statements of need are being developed for both programs—which are due in early February to the SBCTC.

Grants Updates: Dr. Karina Vega-Villa was selected for the MESA Program Director and Dr. Bobbi Johnson for the Retention Coordinator position. MESA planning will commence December 1 and will begin recruitment of students for the program in 2018.

The Guided Pathways Grant (SBCTC and College Spark) was submitted for consideration on October 30. Finalist colleges will be interviewed on November 27 and 28, and will be notified in early December if they are awarded the grant. Fingers crossed!

Staffing Requests and Planning for AY 2018-19: In conjunction with academic divisions, each dean prepared budget requests for the coming academic year. These budget requests focus on: staffing (especially faculty replacement positions), equipment needs, and adjustment of budget accounts.

Instruction Division for Wenatchee Valley College Board of Trustees Report November 2017

	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.]	Hiring underway for Nursing faculty position in Wenatchee.	Completed 32 out of 43 class observations and conducted feedback with each instructor. All instructors encouraged to use Canvas as a repository for resources, increase syllabus design for better efficiencies, and seek creative ways to avoid excessive photocopying of handouts. Biology and Chemistry departments are pricing new equipment that will operate more efficiently with fewer breakdowns for FY19	Participated in initial work of new statewide library consortium. Supported PIO staff in review of web hosting contract. Dean: participated in library director and technology director meetings; participated on accreditation team at Blackfeet College; participated in ctcLink Project Manager meeting.	Workforce Ed serves on the Core Theme: Responsiveness to Local Needs, where sustainability is a priority. 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.	Nothing to report.
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.]	Zero attrition in first year of nursing, 15% in 2 nd year of nursing program (half will return as a re-entry student). 100% pass rate with Rad Tech students.	Early November: MESA Program Director and Retention Specialist were both hired as part of a new grant focused exclusively on this issue in the STEM fields. They will begin their work in early December. A&S continues to struggle with valid questions raised by the Academic Development Division regarding advising for and transitions from ABE, and Dev Ed, with Counseling/Educational Planning.	Took team of people to Access 360 project kickoff; drafted accessible IT action plan. Assisted Title III staff with contracting for training on new research portal. Received new furniture funded by Title III for five classrooms, supports more types of learning activities.	The College with Workforce Education faculty and staff recently 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. Plans are underway to continue and possibly expand Pizza, Pop and Power Tools in 2018.	Work continues with Colville Confederated Tribes and completion rates of Early Childhood Programing and Gaming Operations.
Program Growth & Development: Review and analyze all programs offered; program development planning and implementation[including additional BAS development]; assessment	Pharmacy Tech proposal ready to be sent to the state. Initial conversations about a 4-year MLT program.	American Indian Studies (AIS) prefix will be introduced at January 2018 Curriculum Committee meeting with its first course conversion, HIST 230 First Peoples of the Plateau Region. This follows the near-final draft of the MOA with the Confederated Tribes and WVC Board of Trustees as updated at	Library supported Radiologic Technology accreditation process.	In Wenatchee, the BAS-Engineering Technology began this fall; 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. Another meeting is scheduled for November 9 th to advise those students	Work continues with Colville Confederated Tribes and completion rates of Early Childhood Programing and Gaming Operations.

Instruction Division for Wenatchee Valley College Board of Trustees Report November 2017

cycles of our programs and assessment of student learning outcomes		the Nespelem Board meeting. Also under consideration is the assessment of the WVC Outdoor Recreation Management AAST and the full time A&S faculty member who has built it. Low enrollments and significant time demands have led to a reconsideration of this degree, currently in the Workforce Education division		who have questions/issues regarding their schedule. Two new BAS program proposals are currently being written: Teacher Education and IT/Computer Science. The Continuing Education Department is in the process for offering an international TESOL program and also negotiating expanding efforts to the Colville Tribes.	
Strategic Enrollment: Offering a comprehensive annual schedule that promotes student access and success.	Allied Health programs have an annual schedule in place.	Staffing proposals have been forwarded for 18-19 AY to help meet the faculty needs.	Nothing to report.	The Instruction Office collaborated with the entire WVC campus and completed the Annual Schedule.	Continued work with offerings in Nespelem.
Advising: Engage the college community in the conversation around guided pathways and implementation.	Participation in Guided Pathway discussions.	Division Chairs were instrumental in providing thoughtful and informed Area Plans for FY19. Additional conversations are continuing	Technology provided high level analysis of software solutions for Guided Pathways.	Several Workforce faculty members recently contributed ideas toward the launch of Guided Pathways.	Campus Meeting to discuss future planning and guided pathways.
Increased Communication: Continue to communicate regularly about Instruction Division goals, progress, and challenges with external and internal constituents.	Communication via CTC, Directors meeting, Division meeting, IC, CC and Deans meetings	Continued work on follow up meetings for adjunct and full time faculty.	Nothing to report.	The Workforce Dean had several meetings with various community members to initiate conversations with the community to benefit the college. WVC is working with SkillSource and WorkSource personnel to continue collaboration with that organization. The Workforce Dean holds monthly meetings with all Workforce Program Coordinators.	Continued work on email messages, division meetings, and faculty meeting on 11/6 on Guided Pathways.
Strengthening a Healthy Work Environment: Working to improve overall job satisfaction; work/life balance; time to be mindful; and increased personal connections.	Ongoing effort to recognize positive efforts within the college community and encourage a culture of kindness.	Nothing to report.	Technology set up trial of Microsoft Teams to support collaborative work of Access 360 team.	The Workforce Dean continues to make personal and professional connections with all campus areas on both the Wenatchee and Omak campuses.	Attention to opening up lines of communication between faculty and administration about future planning and guided pathways.

Instruction Division for Wenatchee Valley College Board of Trustees Report November 2017

<p>2018-19 Hiring & Staffing Plan: Develop a collaborative plan for hiring staff/faculty based on need and budget.</p>	<p>Hiring plan to Carli in early November.</p>	<p>Hiring plan to VPI.</p>	<p>LLT submitted budget and staffing requests for 2018-2019.</p>	<p>An adjunct professor for the Omak HVACR program is currently being advertised.</p> <p>Workforce Program Coordinators recently submitted budget and personnel requests as part of their Area Plans. The Workforce Dean developed an Executive Summary report based on these Area Plans.</p>	<p>Overall development of hiring request/needs focused on faculty, staff, and equipment.</p>
<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>	<p>Budgets as assigned by the fiscal team.</p>	<p>Working with Joanna Tepley to clarify budget issues.</p>	<p>LLT continued effort to analyze and manage 2017-2018 budgets.</p>	<p>The Workforce Dean regularly discusses budget processes and issues at monthly Program Coordinator meetings.</p>	<p>Continued work to shape the budget requests from all division areas.</p>

BOARD MEETING: **November 29, 2017**

AGENDA ITEM **#9 (information)**

CATEGORY: **STAFF REPORTS**

Chio Flores, Vice President of Student Services

BACKGROUND:

ATHLETICS

- Staff responsibilities have been shifted. Amy Gross is working on eligibility and letters of intent. Jeremy Harden handles recruiting and the website. Rachel Goetz is working with Barnes & Noble on WVC apparel. Greg Franz continues to be the go-to for athletics and scholarships.
- Recent athletic events have included Sophomore Night volleyball, and an alumni game. Attendance has been strong at events, with plenty of community support.
- The loss of the ASWVC bus has been challenging; using other transportation means has been costly. Some sports event schedules have been adjusted to help ease the situation.

CAMP

- Evelina Copzar is new to CAMP staff under the AmeriCorps program.
- Current CAMP enrollment is at 62 students (5% increase). Currently working with a few students in transit. Re-enrollment from last year was 72%.
- Year-to-date, 13 outreach events have been held.

COUNSELING

- The Dreamers Taskforce event was held on November 1 and was very successful.
- The food bank continues to be actively visited.

DIVERSITY, EQUITY & INCLUSION

- Miko Stephens, International Student Coordinator, is retiring, and interviews to fill the position will be conducted mid-December.
- Erin Tofte-Nordvik will begin working from home on Fridays until next spring.

EDUCATION & CAREER PLANNING

- Career Center staff had a busy month. 123 students signed in to see Randy Mitchell and 60 to see Kelsay Stanton. 206 work-study students on record for October.
- Rosario Gonzalez was hired for the Testing Center, first day was October 2. She has been receiving lots of training and is getting more comfortable in her role.
- Randy arranged an October 13 presentation by WSU Tri-Cities on transferring for ed planners across campus.
- Andrew Behler presented a WVC Speaks lecture on October 26; most of the team attended.
- Jaima Kuhlmann, Randy Mitchell, and Noah Fortner helped out at the Fall FAFSA/WASFA Night – College Goal Night.
- Randy Mitchell will be retiring in a year

TRiO/SSS

- 28 students enrolled last month, and several intake interviews will be occurring. Outreach will continue throughout the year and support of colleagues is appreciated.
- Stella Columbia continues to work with students in Nespelem twice monthly.
- Students have been using our 1:1 tutoring; Wenatchee has experienced an increase in usage of the service since last quarter.
- Events held at Wenatchee and Omak campuses have been well attended. Events included Fall Kick Off and FAFSA support workshop. In collaboration with Financial Services, scholarship workshops will be hosted in Omak on November 14, and Wenatchee November 15.
- TRiO SSS team will participate in a workshop with Erin Tofte-Nordvik regarding identity development, privilege, and working at an HSI within the TRiO SSS context.

GENERAL

- Dr. Flores, Dr. Schiffner, and the Guided Pathways Steering Committee completed a considerable amount of work and have submitted the grant application for Guided Pathways funding.

BOARD MEETING: **November 29, 2017**

AGENDA ITEM **#10 (information)**

CATEGORY: **STAFF REPORTS**

Jim Richardson, President

BACKGROUND:

Programs Overview

- The RN-BSN degree program launched this fall with 25 students entering (capacity). The BAS in Engineering Technology program also launched, but with only 8 students. There are several students who are taking prerequisite courses to be able to enter in the future.
- The programs being offered in Nespelem are doing well with the cooperation of the Colville Tribes. They include Early Childhood Education and Tribal Gaming, as well as courses offered toward an associate degree (DTA).

Policy Overview

- Hopefully the legislature will be convened in a special session to deal with the capital budget, thus releasing the design funds for Wells Hall replacement. It would also release minor works funding for projects across the two campuses that have not been able to be completed because of the delay in funding.

Facilities Overview

- The Jack and Edna Maguire Student Recreation Center on the Wenatchee campus opened this fall; and the student senate, under the guidance of the VP of Administrative Services, are running the facility.
- The design of the Wells Hall Replacement project is the second major project on the SBCTC's capital list for this biennium and is included in all three capital budget proposals. WVC is ready to move forward with the design as soon as the state budget is approved and the new biennium begins. The design funds being asked for have increased from \$2,772,000 to \$2,840,000 due to the delay in funding the capital budget and cost increases.

Finance Overview

- Wenatchee Valley College's state enrollment is approximately 6% below last year's enrollment. The major areas of decline include workforce programs and development and transitional courses. Transfer enrollment is even with last year's enrollment. Running Start enrollment is up more than 100 FTEs, but revenue is still down from projections.

Other

- Continued to work with system presidents and chancellors in my role as past (past!) president of WACTC. The task force that reviewed the Student Achievement Initiative was approved by WACTC and later the State Board.
- WACTC met in Wenatchee for their October meeting.
- I continue to meet with the WVC Foundation Executive Director David Davin, the Foundation Executive Committee and full board. David has laid out a plan for moving the foundation forward, including two new foundation-funded positions.
- Met with the core theme council co-facilitators to discuss the progress of the councils and the operations of the new governance model as we look toward any changes needed during contract negotiations beginning this winter.
- Attended WACTC meeting in Wenatchee where the presidents discussed:
 - Guided Pathways and how colleges are implementing the new advising and student support model with faculty, staff, and students,
 - Legislative issues for the upcoming supplemental session,
 - Capital budget proposals in the legislature and when a capital budget may pass,
 - CTC Link progress and delays – we discussed the next steps and the refinancing of the project as it was supposed to be completed in 2017, but now probably won't be finished until 2022 or 2023.

- Attended the ACT Fall Legislative Conference at Seatac with trustees June Darling, Tamra Jackson, Phyllis Gleasman, and Phil Rasmussen.
- Have met monthly with WVC Budget Analyst/Internal Controls Accountant, Joanne Tepley about her training of WVC budget managers.
- Met with EWU President Dr. Mary Cullinan about improving transfer relations between WVC and EWU, as well as other partnerships we have. Student Senate President Freddie Ham gave a tour of the campus to the president, her advancement director, her political affairs director, and me.
- Met several times with Stacy Luckensmeyer about economic development issues and Our Valley, Our Future progress.
- Met with John McQuaig and Dr. Marlene Wall, President of LCC International University in Klaipėda, Lithuania about possible partnerships and transfer opportunities for WVC graduates.
- Met with Dr. Noel N. Schulz, First Lady, Washington State University, to discuss STEM education opportunities in the Valley and the WSU Research Center's involvement in STEM initiatives.
- Held focused cabinet meetings on accreditation (Bachelor degree accreditation and regular seven-year visits) and on budget/staffing needs for 2018-19.
- Attended the North Central Workforce Development Council retreat in Chelan for training and planning.

BOARD MEETING: **November 29, 2017**
AGENDA ITEM: **#11 (Action)**

CATEGORY: **ACTION**

Six-Year Strategic Plan/Goals/Objectives: Ty Jones, Exec. Dir. Institutional Effectiveness

BACKGROUND:

As part of its regular planning cycle, WVC has been engaged since January, 2017, in building a six-year strategic plan that is to provide direction for the college in meeting its mission and core themes. A strategic planning task group was established to guide this process. The process has gone through a variety of stages. First, the college sought out input from internal shared governance Core Theme Councils, the President's Cabinet, and the Board of Trustees on strategic themes and ideas by conducting various SWOT and five-force analyses. Further input was sought from the college's external stake holders by asking for community input on the college and its future through surveys and open forums.

The strategic information collected by the task group from the internal and external scans was synthesized down into 29 strategic themes the college needed to consider for the future. College baselines were set by the task group for these strategic themes, identifying where the college stood on each theme. Then, a gap analysis was conducted on each theme, examining where the college is currently and where the college needs to be after six years.

Using the strategic themes and gap analyses, each Core Theme Council was asked to develop one strategic goal reflective of their council's area of concern. Also, Board of Trustee members were asked to provide the strategic planning task group goals and objectives based on the strategic themes.

The task group has taken all this input and information collected over the year and constructed the following goals and objectives that constitute WVC's Strategic Plan for 2018-2023. The task group feels that a six-year plan, with a full review after three years, is the best timeline for the plan they have developed. They recommend that the plan's effective date would be from January 1, 2018 through December 31, 2023.

A complete, polished document will be constructed in December, 2017, that will present the plan and its context to WVC's district and community stakeholders. This document will be made available to the Board of Trustees in January.

RECOMMENDATION:

That the board approve the Wenatchee Valley College 2018-2023 Strategic Plan as presented

2018-2023 Wenatchee Valley College Strategic Plan

Goal: To support student learning, Wenatchee Valley College will be efficient, transparent, and accountable through deliberate and collaborative alignment of resources.

Objective: Fund a grant coordinator position to broaden funding sources and increase institutional capacity.

Objective: Enhance partnership with Wenatchee Valley College Foundation to grow community financial support.

Objective: Develop transparent, stakeholder-built budgets that are informed by data.

Objective: Create efficiencies through application of technology and automation.

Objective: Enhance enterprise technology to meet Wenatchee Valley College's needs first.

Objective: Build, equip, and maintain facilities that are focused on student learning and success.

Goal: Wenatchee Valley College will foster an environment where students reach their educational goals and direct their own futures.

Objective: Increase five-year student program completion and transfer rates.

Objective: Expand student learning community opportunities.

Objective: Provide technology as a foundation for students to succeed in and adapt to a changing world.

Objective: Support current and expand future baccalaureate opportunities at Wenatchee Valley College.

Objective: Integrate "soft skills" for students into college-wide student learning outcomes and across the curriculum.

Objective: Support the development of faculty to become leaders in their fields.

Objective: Create faculty and staff learning communities to support collaboration and improve student outcomes.

Goal: Wenatchee Valley College will be a responsive, cultural and educational hub through proactive outreach and community partnerships.

Objective: Increase online offerings and access options to accommodate time and place restrictions for students.

Objective: Wenatchee Valley College will seek to maintain a level of technology to meet community needs.

Objective: Provide greater internship and job shadowing opportunities for the community.

Objective: Provide responsive curriculum and programs for the community.

Objective: Increase college outreach through traditional and non-traditional sources to reach underserved segments of the community.

Objective: Provide clear evidence throughout the district of the college's presence and role in the community.

Objective: Develop a coherent plan to accurately assess community needs.

Goal: To achieve equity, Wenatchee Valley College will become a more inclusive, diverse, and culturally rich institution that establishes a thoughtful and respectful learning environment.

Objective: Double international enrollment.

Objective: Create a college-wide diversity strategic plan.

Objective: Strive to increase the diversity of our faculty to more closely reflect our diverse students and the community.

Objective: Develop an inclusive working environment to support and retain diverse faculty and staff.

Objective: Use universal design principles to make Wenatchee Valley College fully accessible.

Objective: Increase diversity course offerings and implement a diversity requirement for program completion.

Objective: Improve college relationships among faculty and staff to support open, respectful, and inclusive discussions on diversity.

Goal: Wenatchee Valley College will support students through a holistic approach which effectively admits, registers, advises, mentors, and retains students.

Objective: Increase student-to-student mentoring programs.

Objective: Improve student orientation.

Objective: Develop and require student college success gateway courses for all students.

Objective: Support the full implementation of a one-stop student service experience.

Objective: Increase the quality of faculty advising and educational planning.

Objective: Continued advancement and use of multiple means of assessments for placing students in English and Math courses.

Goal: Wenatchee Valley College will promote a climate of ongoing improvement based on its mission, core themes, and college wide student learning outcomes.

Objective: Use technology to widely distribute data on student success at all levels to college stakeholders.

Objective: Full participation of those in instruction and non-instruction at Wenatchee Valley College in collecting, analyzing, reporting, and formulating improvements centered around college-wide student learning outcomes.

Objective: Effectively communicate Wenatchee Valley College improvement efforts to internal and external stakeholders.