



BOARD OF TRUSTEES MEETING  
**March 18, 2020**  
3:00 P.M. – Room 2310, Wenatchi Hall

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**AGENDA**

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**PUBLIC COMMENT**

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

**ADJOURNMENT**

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

BOARD MEETING: **March 18, 2020**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

**Board Minutes of February 19, 2020**

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BACKGROUND:

Attached are the minutes from the February 19, 2020 regular board meeting for approval.

RECOMMENDATION:

**That the minutes from the February 19, 2020 regular board meeting be approved.**



District No. 15  
Wenatchee, Washington

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**WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES**

**Regular Board Meeting**

February 19, 2020 – 3:00 P.M.

Room 2310, Wenatchi Hall

**MINUTES**

**ATTENDANCE**

Trustees Present:

Phyllis Gleasman, Chair  
Tamra Jackson, Vice Chair  
June Darling  
Steve Zimmerman

Also Present:

Cabinet Members  
Faculty Members  
Classified Employees  
Others

**CALL TO ORDER: 3:00 P.M.**

**APPROVAL OF MINUTES**

**1. January 15, 2020, Board Meeting**

MOTION NO. 2327

June Darling moved that the minutes of the January 15, 2020 board of trustees meeting be approved. The motion was seconded by Steve Zimmerman and carried unanimously.

**CELEBRATING SUCCESS**

**2. Athletic Hall of Fame**

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

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

**3. Transforming Lives Nominee**

The Washington State Association of College Trustees (ACT) honors 34 community and technical college students each year at its annual Transforming Lives awards ceremony. The annual ceremony recognizes current

and former students of community and technical colleges whose lives were transformed by attending their college. The winners were nominated by their college's board of trustees. From the winners, ACT selected five as keynote speakers. Each also received \$500 from the association.

Matt Yearous, a Wenatchee Valley College student and the WVC nominee for the Transforming Lives Award, was honored at the Transforming Lives Awards ceremony in Olympia on Jan. 17. Matt attended with his wife, mother, WVC faculty and nominator, Jennifer Korfiatis, two trustees and WVC President Dr. Jim Richardson.

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

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

## **SPECIAL REPORTS**

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

A written report from Lexie Reyna-Goodman was included in the board information packet.

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

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

6. **Patrick Tracy, AHE President**

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

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

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

## **STAFF REPORTS**

8. **Brett Riley, Vice President of Administrative Services**

A written report from Brett Riley was included in the board information packet.

9. **Quarterly Financial Report, Brett Riley, Vice President of Administrative Services**

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

10. **Tod Treat, Vice President of Instruction**

A written report from Tod Treat was included in the board information packet.

11. **Chio Flores, Vice President of Student Services**

A written report from Chio Flores was included in the board information packet.

12. **Jim Richardson, President**

President Richardson congratulated Matt Yearous as the WVC Transforming Lives nominee. He thanked Jennifer Korfiatis and her husband for joining Matt and his family at the awards dinner. President Richardson also congratulated Dr. Tod Treat for being appointed to the Pinnacle Prep school board and Maria Iñiguez for her appointment to the Wenatchee School District Board.

**PUBLIC COMMENTS**

**13. Barbara Oldham**

Barbara shared pictures of a library display for the book *The Donut that Roared*. The display was set up by faculty Shelly Zimmerman, Radiologic Technology, to help children with fears of getting an MRI. She also shared that The River Academy toured the WVC library.

**ADJOURNMENT – 3:24 P.M.**

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Secretary

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Chair

BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#2 - Information**

CATEGORY: **CELEBRATING SUCCESS**

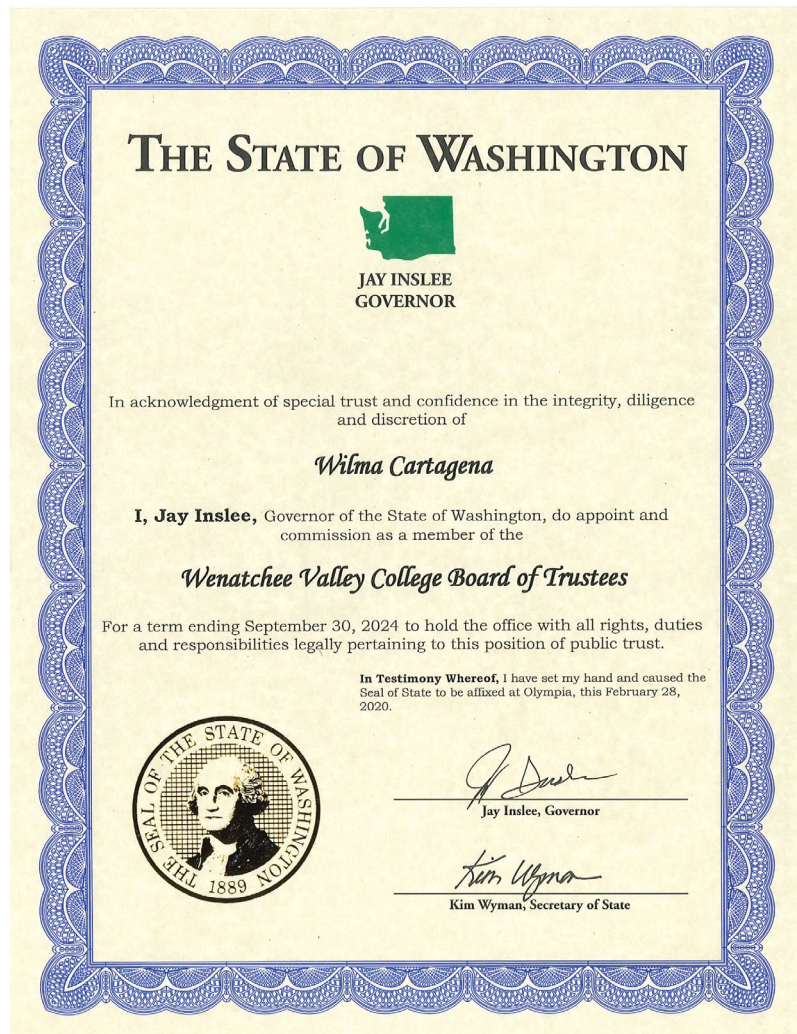
**Introduction of New Trustee, Jim Richardson**

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**BACKGROUND:**

On February 28, 2020 Governor Jay Inslee appointed Wilma Cartagena to serve on the Wenatchee Valley College Board of Trustees. Wilma replaces the vacant seat previously held by Martha Flores.

Wilma currently work as a Civil Rights Investigator for the Washington State Human Rights Commission. Prior to her appointment to the board of trustees, Wilma served on the WVC Foundation Board. Currently she serves as the board chair for the Club de Latinas of Spokane, a board member of the Wenatchee Valley Chamber of Commerce and a member of CAFÉ.



BOARD MEETING:      **March 18, 2020**

AGENDA ITEM:        **#3 - Information**

CATEGORY:            **CELEBRATING SUCCESS**

**Celebrating Resiliency Banquet**

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BACKGROUND:

**First Generation Banquet**

Campus Life at Wenatchee Valley College recognizes the importance of sharing the stories and successes of our students, staff, and faculty past and present. This year we celebrated our Second Annual “Celebrating Resiliency Banquet” on Tuesday, February 25, 2020. A banquet where we celebrated and created community among our first generation students, staff, and faculty. The Department of Diversity and Equity collaborated with “Faces of Our Valley” to help create student profiles. We wanted to highlight our students, staff, and faculty’s successes.

Our keynote speaker, Talia Barajas is an alumna from WVC and the College Assistance Migrant Program (CAMP). Talia Barajas joined the WVC Running Start team this fall. She majored in Human Development with an emphasis on family students at Washington State University, Pullman Campus. She was a mentor for the Multicultural Student Services and helped incoming freshman and transfer student adjust socially and academically on campus. Prior to joining the team, she was an admissions counselor for WSU Tri-Cities and previously scholarship program manager for a non-profit organization. She is a first-generation student and is passionate about helping students reach their educational goals.



BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#4 - Information**

CATEGORY: **CELEBRATING SUCCESS**

**Knights Kupboard Food Drive**

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**BACKGROUND:**

**WVC 4<sup>th</sup> Annual Knights Kupboard Food Drive**

Wenatchee Valley College Counseling Department recently held their annual food drive for the Knights Kupboard. This year, the fourth Annual Knights Kupboard Food Drive contest winners were Wenatchi Hall – 3<sup>rd</sup> floor! A total of 664 items were donated and several departments within our campus participated; Wenatchi Hall – 3<sup>rd</sup> floor, Library Instruction/Workforce Grants, and Wenatchi Hall – 1<sup>st</sup> floor.

Every year, several departments and individuals within our campus community participate for the month of February in donating food and hygiene items for our WVC Knights Kupboard. As part of the drive, the Counseling Department promotes giving, campus spirit and “Being a Hero.” The winning department or individual who donates the most items gets a pizza party, plaque and the “Hero” trophy. For the last three years, the Instruction/Workforce Grants area has won, with close racing between CAMP and math. In the last four years, this drive has grown in participants, spirit and donations; and it has generated over 7800 items in donations.

A big thank you to all of Wenatchee Valley College for their participation in the annual food drive and their generous ongoing donations!





BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#5 – Information**

CATEGORY: **SPECIAL REPORTS**

**Lexie Reyna-Goodman, ASWVC Wenatchee President**

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**BACKGROUND:**

**CURRENT MEMBERS:**

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

**UPDATES:**

- ❖ No updates to the Senate at this time

**EVENT UPDATES:**

- ❖ Black History Month went very well with about 200 total people attending both events
- ❖ The basketball halftime event was a success with many students enjoying the events and we had lots of participation.
- ❖ Personal wellness day did not go as well as hoped. The team concluded that it was due to lack of communication and last minute preparation which led to lack of advertising.
- ❖ Intramural soccer went incredibly well with over 120 people attending. The participation for intramurals has been increasing from 20 at the beginning of the year to 120 from the last event

**UPCOMING EVENTS:**

- ❖ Open Mic - March 11th
- ❖ Blood Drive - March 13th
- ❖ Roller Skating - April 10th
- ❖ Earth Day Spirit Week - April 20th-24th
- ❖ Stand Against Racism - April 30th

**SENATE APPROVALS AND ACTIONS:**

- ❖ Senate approves the halftime event to be funded by the fundraising budget 1B53
  - ❖ Senate approves the use of the rec center for Feb. 16th-20th for basketball practices
  - ❖ Senate approves the use of the rec center for community members and alumni during school breaks with daily fees.
  - ❖ Senate approves \$1,000 for TRiO NCORE conference
  - ❖ Senate approves \$195.95 for intramural overage
  - ❖ Senate approves \$1,000 for Open Mic night
- Board of Trustees

**ASWVC Senate report for February 2020**

- ❖ Senate approves \$300 for Easter egg hunt to help promote the roller skating event.
- ❖ Senate approves the leadership coordinator position

BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#6 – Information**

CATEGORY: **SPECIAL REPORTS**

**Adrian Carrillo, ASWVC Omak President**

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**BACKGROUND:**

**February:**

- February 7<sup>th</sup> - Science Club hosted Bugs and Bones with Paschal Sherman Indian School middle school students.
- February 10-13<sup>th</sup> Student Government put on a weeklong event called “Love Week” for Valentine’s Day. The event provided educational tips of self-care and a healthy relationship. We also provided Subway sandwiches
- February 27- Student Government sponsored a blood drive on WVCO campus.

**March:**

- ASWVCO Budget Process for 2020-2021 S and A funds
- March 3<sup>rd</sup> - Student Cabinet put on a bingo night event for students to come win prizes and have free pizza.
- March 5<sup>th</sup> - Red Road sponsored the film, Older than the Crown at the Omak Mirage Theatre from 7-9 pm.
- March 16-17<sup>th</sup> – Student Government will put on a distress event. Students will be able to come to the student lounge to enjoy sandwiches from Subway and paint on canvases.

**Other:**

- Discussion of Suicide prevention for Spring quarter.
- Discussion of putting on a College Fair to recruit high school students and community members.
- April 11<sup>th</sup>- Roller Skate Event at the Okanogan County Agriplex
- April 16<sup>th</sup>- Tommy Orange and There There Book Discussion with pizza at Home Town Pizza
- April 18<sup>th</sup>- Tommy Orange in Nespelem
- April 23-25<sup>th</sup> Student of Color conference in Yakima, Washington.
- April 20-24- Earth Day events on campus
- April 29<sup>th</sup>- Stand Against Racism

Submitted by Adrian Carrillo, ASWVCO Student Body President

BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#7 – Information**

CATEGORY: **SPECIAL REPORTS**

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**Patrick Tracy, AHE President**

BACKGROUND:



**AHE Board of Trustees Report**  
**March 2020**

Board of Trustees,

3/6/2020

I will ask for your input on the following questions.

1. According to 2019 SBCTC data, President Richardson earned four times the average faculty salary at WVC. He was number 1 among the CTC presidents for this president-to-faculty-pay ratio. How do you justify that especially taking into consideration the low number of student FTEs WVC has?
2. According to 2019 SBCTC data, from 2015-19 WVC faculty saw an 8% increase in salary while the president saw a 25% increase with some members of the Cabinet seeing double to triple the increase of faculty. The president will see an estimated 48% increase (\$293,000) by 2022. HR policy 570.200 states that the Board grants the President the authority to determine exempt salaries. How are the president's and Cabinet's salaries determined?
3. Why should we believe anything has changed at the college and that WVC is on a path to a stable future?

Sincerely,

Patrick M. Tracy  
AHE President

BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#8 – Information**

CATEGORY: **SPECIAL REPORTS**

**Michael Nelson, WPEA Chief Shop Steward**

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BACKGROUND:

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

BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#9 – Information**

CATEGORY: **STAFF REPORTS**

**Brett Riley, Vice President of Administrative Services**

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**BACKGROUND:**

**Administrative Services**

- Administrative Services has been working with the executive team and incident command team to respond to the Covid-19 virus outbreak. We continue to monitor the situation and follow guidance from the Chelan Douglas Health District.

**Budget & Internal Auditing**

- The draft budget was introduced at the March Board meeting and will be presented at the April meeting for adoption.

**Fiscal Services**

- The State Auditor's Office (SAO) has finally completed their 18-19 financial statement audit. At this time there are no findings. The Board will be contacted to arrange an exit meeting in the coming weeks.
- Ongoing- Fiscal Services staff continue to participate in ctcLink training in preparation for the conversion to the new centralized PeopleSoft based business process software.

**Facilities**

- Wells Hall-
  - No major changes in Wells Hall progress. Foundation footings and drywells are currently be installed. We have a couple more change orders based off of minor design omissions. No major changes to the project.
- Minor Works-
  - We have a few minor projects going on at this time. Prepping for a minor break room remodel in Van Tassell as well as a minor remodel for the new Pharmacy Tech. program.
  - Roof work remains a priority for spring activities.

**Safety and Security**

- Safety staff have been particularly busy with two events since the last report. First, the safety team led the campus on a suicide response tabletop at the Wenatchee campus in February. This event was also developed for the Omak campus.

Additionally, Safety personnel coordinated a tabletop exercise around the Corona/Covid-19 virus. This exercise coincidentally was timed in conjunction with our presumptive first case of the virus. WVC invited representatives from the Chelan Douglas Health District, CVCH, and Chelan County Emergency Management to discuss the current status of the outbreak and to begin the college's response and planning for future spread of the virus on our campus and across the valley.

BOARD MEETING: **March 18, 2020**

AGENDA ITEM **#10 – Information**

CATEGORY: **STAFF REPORTS**

**Tod Treat, Vice President of Instruction**

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#### BACKGROUND:

On behalf of all of the Deans and Directors in Instruction, thank you to all WVC's faculty for their responsiveness, resilience, and student centered approach to address the pandemic COVID-19 and Washington state emergency response!

#### **Educational Achievement**

252 Running Start Seniors have applied for June 2020 Graduation as shown below. This is an increase over 230 applicants last year.

Brewster: 12/13	Entiat: 6/10	Omak: 13/14
Cascade: 7/18	Lake Roosevelt: 2/2	Oroville: 8/8
Cashmere: 21/29	Liberty Bell: 3/6	Pateros: 5/6
Chelan: 13/16	Mansfield: 1/1	Quincy: 7/9
Eastmont: 43/68	Okanogan: 13/21	

#### **Support for Learning**

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

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

#### **Diversity and Cultural Enrichment**

As part of a celebration of Black History Month, the Music Department constructed a GIANT 55ft timeline of Black Music History complete with a Spotify playlist. Community members, faculty, and students can now follow a physical timeline featuring some amazing artists AND listen to music that is representative of the style reflected by the timeline or music by the actual artist.

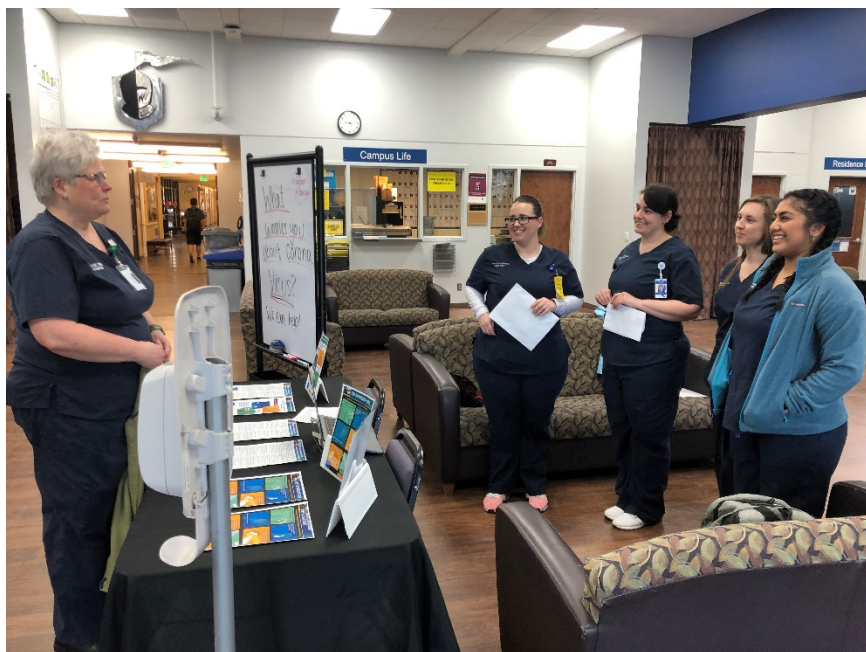
Running Start's own Talia Barajas Gonzalez was a Keynote Speaker for the Celebrating Resiliency Banquet. She was able to share her academic struggles as a First Gen student when she was attending high school, WVC, and WSU.



### **Responsiveness to Local Needs**

Math Professors Cameron Painter and William Kraske discovered that many students, some in the pre-nursing track, were in need of an in-person MATH 146 (Statistics) course in the fall and were able to fill a needed class for the RN program. Cindie Martin was also instrumental in getting a room assignment. The community in Omak, and willingness to help students, is inspiring.

Dr. Kristen Hosey is now doing pre-nursing advising for all Omak students. Currently she has 65 students. This has worked well in helping identify some bottlenecks for student enrollment, including clearing up questions regarding the NURS 100A course which will be offered for the first time this spring. The class was listed as being offered Tuesday, Wednesday and Thursday, which because of the block scheduling in Omak would prevent students from taking any other classes. To remove barriers to enrollment we moved the NURS 100A class to Tuesday/Thursday only so students could get their Chemistry requirement completed concurrently.



Year Two Nursing Students and faculty provided science based information to help students and staff respond to COVID-19 (Coronavirus).

Students tabled on both the Wenatchee and Omak Campuses. Thank you to Professors Mary Wolcott and Rita Jensen.

### **Continuous Improvement**

In February, Professor Bobbi Johnson created a Laboratory Safety Guidelines and Agreement document for use when external parties (such as area high school classes) use WVC's spaces.

### **Sustainability**

WVC was recently awarded the Career Launch Intermediary Grant. The Dean of Workforce Education and faculty member Jennifer Hadersberger are working to increase Engineering Technology enrollment.

Professor Andrea Morrell, along with Marilyn Brincat and Medical Assisting students, provided hand washing demonstrations, completed with chocolate pudding and black lights, to support WVC's table top response to COVID-19.



BOARD MEETING: **March 18, 2020**

AGENDA ITEM **#11 – Information**

CATEGORY: **STAFF REPORTS**

**Chio Flores, Vice President of Student Services**

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**BACKGROUND:**

**ATHLETICS**

- Women's Basketball clinched a berth in the postseason, seeding still to be determined. Men's Basketball clinched second seed for NWAC postseason play and a chance to advance to the Final Four. Both teams will play in Everett the first weekend in March. Due to campus closure on 3/5, NWAC BB tournament has been postponed
- Baseball and Softball kicked off their seasons with preseason matchups. Baseball will host four games on each of the weekends in March, while Softball begins their season on the road. NWAC Softball tournament was cancelled first week of March. WVC baseball home game scheduled for weekend of 3/7 was cancelled
- Athletics website has been launched and is the best source for all information and up-to-date news from WVC Athletics. Visit [gowvc.com](http://gowvc.com) for more, and sign up to have newsletter updates emailed directly

**CAMP**

- Applications for Program Coordinator position recently closed, interviews will occur in the coming weeks
- Northwest CAMP Consortium was canceled due to concerns for student travel and health
- All students have successfully registered for spring quarter. Anticipate having 100 percent Winter to Spring retention

**CAMPUS LIFE, EQUITY & INCLUSION**

- Leadership & Engagement Coordinator position was approved by ASWVC Student Senate to fund it through S&A funds
- Diversity Strategic Planning was postponed to fall. Graduation planning is underway and cap/gown website is up
- S&A budget process has started; deadline is April 17th to submit funding requests
- Director of Student Access moving under Associate Dean of Student Services. Outreach and Recruiter position being moved under Campus Life for coordination with campus visits and student ambassadors
- Black History Month event was a great success. MEChA went to Arizona for MEChA Nationals Conference, will present to Senate March 12 about the conference. Senate legislative day was a great success February 4, over 150 people wrote their feedback to State Reps. Save the date for Stand Against Racism - April 30
- Students attending La Nueva morning radio program to promote events with Mario Reyes
- International Program contracted with Yuriko to do recruitment in southern Japan. Great success and many connections for future students including the teacher training summer program. International students not traveling home for Spring break due to concerns about Coronavirus in home countries. Creating scholarship opportunities and ideas with WVC Foundation and learning about tuition waivers for exchange programs
- Working on Elliott street house preparing for Jeremy Snyder to move in. Preventative maintenance needed on additional showers in Residence Hall. Waiting for Facilities to complete an inspection of the other showers
- Residence Hall currently has three male spots available and two female spots Winter quarter is nearing completion. Working on a coverage plan for nights and weekend on call for Residence Hall
- Student Recreation Center: Alumni memberships being offered and special openings during school breaks to encourage use
- Staffing a work study lead student to help with event coverage; scheduling many community and campus events. Staff payroll deductions available to pay for membership. Rock-climbing intramural event went well, except for one injury. Indoor Soccer intramurals in February were a huge success, 120 participants
- Student Access Services: Sandra Villarreal is filling in while Lisa Foster is on leave until the end of May. 200 students are currently active and receiving accommodations, an increase in number from last year. Livia Millard will be helping to connect Omak student to Sandra and the access resources on the Omak campus. Working on a new solution for testing accommodations, as we do not currently have space for all testing accommodations requested. Position moving under Kevin Berg as of mid-March

## COUNSELING

- With support of Dr. Flores, counseling department has been providing a safe space called “Talking Tuesdays” for staff and faculty to meet every Tuesday, noon to 1pm. Purpose is to offer support and resources as our campus moves forward in its current climate
- DREAMer’s Taskforce is tabling at NCW Mariachi Festival on March 17, Town Toyota Center and at Stand Against Racism Event at Omak and Wenatchee campuses on April 29 & 30
- DREAMer’s Taskforce is currently working on reorganization and next year’s goals. Has done a great job in educating and providing information to our campus, community and local schools
- Knights Kupboard: Fourth Annual Food Drive ends March 6. Thank you to all who continually provide donations for our students
- A BIG thank you to Kevin from Domino’s Pizza in Wenatchee, who provides 120 pizza certificates each quarter for the Kupboard. Kevin has been supporting the Knights Kupboard and our students since 2017!
- Emergency Funds:
  - DREAMers Grant has served 12 students to date, total of \$11,742 awarded. Please refer students as \$18,000 is available to help Dreamers/DACA/HB1079 students with books, tuition and/or emergencies
  - Biella Scholarship Grant has served 13 students to date, total of \$4,164 awarded. Grant has approximately \$5,000 available and can only serve students for books, tuition and school related emergencies
  - Knights Care Fund has served 22 students to date, total of \$8,740 awarded. Approximately \$9,877 is available and these funds can serve all students for tuition, books, and personal emergencies. Funds provided annually by WVC Foundation and can be increased as needed throughout the year
- Total of 47 students have been provided with emergency funds to date, to promote wellbeing, retention and academic success

## STUDENT SERVICES

- On Advising Day February 7, Jaima Kuhlmann presented Part II of Adviser Workshop series to new pre-tenure faculty. In addition, Kevin Berg and Bertha Sanchez were guest speakers on financial aid and academic standards. Noah Fortner participated in pre-nursing group advising session organized by Faculty Advisers; he has processed 32 BSN applications
- Amy Olson in Career Center met with Ruth Erwert from HR at Chelan PUD, to discuss partnership and student recruitment to PUD jobs; Alex Rider with Special Olympics to arrange student/staff volunteer opportunities Winter Games in Wenatchee and Leavenworth; the Washington Apple Education Foundation (WAEF) to finalize plans for work study placement; and Rebecca Wright from Confluence HR to discuss education opportunities for students transitioning out of lower-level positions. An “Undecided” Workshop was held in partnership with Skill Source (10 participants) February 11
- Jaima Kuhlmann researched potential move of GED testing. Information was compiled and shared with Julie Fitch to prepare Knights Hall for testing
- Sandra Villarreal, Access Coordinator, continues to contact students about Just In Time Alerts and is also assisting Registrar with contacting students missing credits toward their degrees
- COMSTOR is finalizing indexing of registration microfiche reels; anticipate completion by mid-late February. Microfiche sleeves conversion is on hold
- Jonathan Barnett and Jocelyn Vincent-Ramsay attended Train the Trainer financial aid webinar by Washington Student Achievement Council
- From CtcLink work, it has come to our attention there are significant gaps in posting and processing prerequisites. Many prerequisites in the catalog are not in our HP system. Jonathan Barnett is working with Dr. Treat to resolve the problem
- Starting March 4, a Veterans Administration vocational rehabilitation counselor from Spokane will start regular visits to WVC to meet with student clients
- Financial aid staff are reviewing material and forms for upcoming 2020-2021 year. Review and updates to meet new regulations will take a month or so. Cheryl Fritz has been deeply immersed in ctcLink. She has worked on the crosswalk of new FAPC (financial aid processing codes) and will be heavily involved in BPGF in April when financial aid starts. April will be a very intense month for financial aid staff

**TRIO/SSS**

- 2019-2020 cohort is 98% full (138/140 participants)
- Total of 54 students graduating in 2019-2020
- Students received 31 college acceptances, including one acceptance to San Diego State
- Total of 54 students have submitted FAFSA applications for 2020-2021
- Seven transfer students visited Central Washington University and engaged in an admissions presentation
- Eighteen students participated in a Paint Your Stress Away Workshop, a painting activity led by TRIO participant Ella, who is an aspiring art teacher
- Omak Retention Specialist Julia Price attended the TRIO Priority 5: Recruiting and Serving Hard-to Reach Populations Training in Garden Grove, California

**GENERAL**

- On February 20, WVC and CWU-Wenatchee hosted a 2+2 recruitment event for a 30+ high school students from Pasco High and Quincy High. The mostly seniors are recipients of the Recruiting Washington Teachers-Bilingual Educators Initiative, an academy that recruits, prepares and mentors bilingual students for a career in bilingual education. Dr. Flores welcomed the group and SS staff and faculty shared details about their educational journey, including the services and resources.
- The Guided Pathways work plan that will frame future efforts was submitted to SBCTC by the deadline, March 2. Special thanks for Janna Goodyear, co-chair, for facilitating the completion and submission of the work plan.

BOARD MEETING: **March 18, 2020**

AGENDA ITEM **#12 – Information**

CATEGORY: **STAFF REPORTS**

**Jim Richardson, President**

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#### BACKGROUND:

#### **Programs Overview**

- The Pharmacy Technician program rolled out for its first term winter quarter and is doing well with enrollment for a first-time program.

#### **Policy Overview**

- As expected, the state funds for the design of the WVC Technology and Innovation Center did not make the supplemental capital budget, but will be near the top of the SBCTC list for the next biennial session.
- OSPI is still pushing changes in the Running Start and College-in-the-High School funding over time so that the colleges would pay for student fees and books.
- Hopefully the money allocated by the legislature for Guided Pathways for 2020-21 will not be used to help balance the budget this year as the Senate seems to want to do.

#### **Facilities Overview**

- WVC custodians have done an exceptional job of keeping our campus clean and disinfected during the COVID-19 virus occurrence in the state and locally.
- Wells Hall replacement construction has begun with the foundation work in full swing.
- The temporary facilities at Sage Hills Church and the Knights Hall complex continue to work well. Our partnership with the church has so far been good for the continuity of classes for students. They have also been working with WVC facilities to keep the spaces clean and disinfected.

#### **Finance Overview**

- The Cabinet has begun working on the 2020-21 budget as the legislative session winds down and we get more information on our state allocation for next year. We are also tracking enrollment and being very conservative about both state enrollments and Running Start enrollments as we plan tuition revenue.
- Negotiations with the AHE (faculty union) continue as well as our budget discussions with them.

#### **Other**

- Attended the February WACTC (CTC presidents) meeting in Olympia. We discussed the legislative session, two new capital requests that have been submitted, the COVID-19 virus, OSPI's proposals to the legislature, and funding breakdowns/allocation of Guided Pathways and High Demand funds allocated by the legislature for 2020-21.
- Met several times with Foundation Executive Director Rachel Evey about the coming capital campaign for Wells Hall and Rachel is now moving forward to start the campaign. Kim and I hosted several leadership meetings - small groups of supporters/donors - at our house to explain the campaign and new buildings involved. They went very well and people are very supportive.

- Worked with Rachel, Consultants and a small group to help come up with a capital campaign tagline and name concept to move forward with the communications on the campaign.
- Met with the Core Theme Leadership Team and talked about progress toward new, measurable indicators for each core theme.
- Attended the coronavirus table top exercise for the Wenatchee campus, which had by then turned into a real exercise. One was also held in Omak.
- Continued to attend Foundation Executive meetings and board meetings.
- Participated in a Chelan County PUD stakeholder interview/survey.
- Met several times with Stacy Luckensmeyer about economic development issues and Our Valley, Our Future progress (Stacy is chair). She is also working with the new regional port district after the Ports of Chelan and Douglas Counties consolidated into a regional port district so that WVC is always on their radar. She is now also the chair of the board of the Wenatchee Valley Chamber of Commerce and spoke at their annual banquet.
- Continue working with Reagan, Tod and Brett on faculty negotiations and we will report progress at the meeting.
- Attended Workforce Board meetings and their yearly planning retreat.
- Traveled to Omak several times and met with Shandy Abrahamson, WVC Tribal Relations Director and others. I continue to meet with the WVC-Omak Foundation.
- Continue to attend CTCLink meetings as WVC prepares to move further into the training and development stage. Tentative "Go Live" date for WVC is 2/2/20. Our team is very dedicated and working extremely hard. This will be a strain on staff over the next year and a half so we continue to look at ways to ease the workload and stress.
- Held an All-District meeting to discuss the budget and planning for the future.

BOARD MEETING: **March 18, 2020**

AGENDA ITEM **#13 – Information**

CATEGORY: **ACTION**

**2018-19 Mission Fulfillment and Core Theme Indicator Report: Ty Jones, Exec. Director of Institutional Effectiveness**

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**BACKGROUND:**

The Northwest Commission on Colleges and Universities (NWCCU, 2020) Accreditation Standard 2 requires that institutional governing boards be actively involved in monitoring the institution, making sure the institution's mission is being fulfilled and its core themes are being addressed. Further, Standard 2 requires that the board have a policy that defines mission fulfillment or takes an action that states the college has met its burden to fulfill its mission.

In the February 19, 2020 Board work session, the Board was presented with the 2018-19 Mission Fulfillment and Core Theme Indicator Report. The report showed that the college had scored 69 points of the 79 points available (91%) on its success indicators and rated an "A-" grade in evaluating the Wenatchee Valley College's mission fulfillment. Most institutions consider any grade level of "C" (75%) or better to constitute a college meeting its mission.

As there is currently no policy in place for defining mission fulfillment, and in order to meet the accreditation standard, the Board needs to formally accept the 2018-19 Mission Fulfillment and Core Theme Indicator Report and declare that the college has, in its opinion, met the requirements for mission fulfillment for that academic year.

**RECOMMENDATION:**

**That the board accept the 2018-19 Mission Fulfillment and Core Theme Indicator Report and further resolve that Wenatchee Valley College met its responsibility to fulfill its mission for the 2018-19 academic year.**

BOARD MEETING: **March 18, 2020**

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

CATEGORY: **ACTION**

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**Tenure Review: Jim Richardson, President**

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**BACKGROUND:**

According to Article V of the AHE contract, the tenure review committees have been established and have evaluated the non-tenured faculty members' instructional and professional effectiveness.

The first year probationary faculty members are Anya Belcher, physical education; Meleah Butruille, nursing; Natalie Dotzauer, art; Tina Gadeberg, nursing; Ranis Ibragimov, math; Rita Jensen, nursing; Shannon Rodman, history; Marie Rose-McCully, education; Amy Snively-Martinez, anthropology; and Claire Tompkins, nursing.

The second year probationary faculty members are Jeffrey Bullock, agriculture; Brigid Chvilicek, nursing; Kristy Kappenman, science; Jennifer Korfiatis, business; and Kestrel Smith, American Indian Studies.

The third year probationary faculty members are Geoff Ball, economics; Tom Doherty, automotive technology; Arius Elvikis, digital design; Kristin Lindell, nursing; and Sai Ramaswamy, engineering.

**RECOMMENDATION:**

**At the discretion of the Board.**



BOARD MEETING: **March 18, 2020**

AGENDA ITEM: **#15 (Action)**

CATEGORY: **ACTION**

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**Revised 2019-2020 Budget: Brett Riley, Vice President of Administrative Services**

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BACKGROUND:

The Revised WVC 2019-20 operating budget is presented here for Board of Trustee approval. Included is a summary of the sources of funds and the rationale of budgetary decisions based on enrollment forecast and legislative action.

RECOMMENDATION:

**That the trustees accept the 2019-20 operating budget as presented**

## Revenue Forecast:

### 101 Funds-

- Our State allocation is projected at **\$16,086,013** including provisos and program funding.

### 149 Funds-

- Tuition forecast is **\$6,136,098** for academic year 2019-20. Enrollment projections have been improving since spring. We are conservatively projecting flat tuition revenue.

### 148 Funds-

- Fee revenue is projected to come in at **\$2,242,761**. We expect some variability with fee revenue as we implement the new fee schedule.

### 146 Funds-

- Revenue from Running Start remains significantly lower than last year but has stabilized. We are expecting FY20 Running Start revenue to come in at **\$5,329,943**.

### Other-

- **\$180,000** in WVC Foundation sourced funds dedicated to specific endowed programs as well as a one-time \$50,000 technology donation.

**Total Operating Revenue- \$29,974,815**

Revenue Source	FY 19-20	% of Budget
101- Total State Allocation	\$ 16,086,013	53.7%
149- Total Tuition	\$ 6,136,098	20.5%
148- Total Course and Program Fees	\$ 2,280,724	7%
145/146- Running Start	\$ 5,329,943	17.8%
Foundation Reimbursement	\$ 180,000	0.60%
Crane Endowment	\$ 50,000	
Auvil	\$ 80,000	
Technology Replacement	\$ 50,000	
<b>Total Estimated Operating Revenue FY 19-20</b>	<b>\$ 29,974,815</b>	<b>100%</b>

- WVC has established an operating budget of \$29,871,176 based on most recent revenue and enrollment estimates.