



BOARD OF TRUSTEES MEETING
October 23, 2019

AGENDA

11:00 a.m. – Board Work Session	Room 401, Omak Campus
2:00 p.m. – Board of Trustees Meeting	Room 401, Omak Campus

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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

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: **October 23, 2019**

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

CATEGORY: **APPROVAL OF MINUTES**

Board Minutes of September 11, 2019

BACKGROUND:

Attached are the minutes from the September 11, 2019 board meeting for approval.

RECOMMENDATION:

That the minutes from the September 11, 2019 board meeting be approved.

MINUTES
BOARD OF TRUSTEES
WENATCHEE VALLEY COLLEGE
DISTRICT NO. 15
WENATCHEE, WASHINGTON
September 11, 2019

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

Phyllis Gleasman, Chair
June Darling
Martha Flores
Steve Zimmerman

The board work session was opened by Chair Phyllis Gleasman at 10:00 a.m. Major agenda items included year-end financial report, annual report of physical inventory, new accreditation standards and evaluation cycle and launch week information. Executive session was held to discuss personnel issues.

The regular board meeting was opened with the reading of the land acknowledgement statement by Chair Phyllis Gleasman at 3:00 p.m. Also in attendance were faculty, classified staff, and administrators.

APPROVAL OF MINUTES

1. June 19, 2019, Board Meeting and August 21, 2019 Board Retreat Minutes

MOTION NO. 2313

Martha Flores moved that the minutes of the June 19, 2019 board of trustees meeting and August 21, 2019 board retreat minutes be approved. The motion was seconded by Steve Zimmerman and carried unanimously.

CELEBRATING SUCCESS

2. College/Emergency Responder Training Exercise

Maria Agnew, Safety, Security and Emergency Manager reported on the College/Emergency Responder Training Exercise (Active Shooter Training). The intent of the drill was to recognize and build up on strengths while identifying gaps and developing plans toward improvement. More specifically, how the emergency notifications systems WVC has in place are currently working and their effectiveness.

3. Time of Service Recognition

Board Chair Phyllis Gleasman presented a plaque to Martha Flores for her time of service on the WVC Board of Trustees. Martha served as a trustee from 2015 – 2019.

STAFF REPORTS

4. Brett Riley, Vice President of Administrative Services

Brett Riley did not add to his written report.

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

The quarterly financial reports were reviewed during the board workshop.

6. Tod Treat, Vice President of Instruction

Tod Treat did not add to his written report.

7. Chio Flores, Vice President of Student Services

Chio Flores reported that over 270 students attended new student orientation on September 9, 2019. Dr. Flores also reported that the college would be participating in the RealCollege survey which will survey students on basic needs such as security, housing and food.

8. Jim Richardson, President

President Richardson did not add to his written report.

ACTION

9. Election of Board of Trustee Officers

MOTION No. 2314

June Darling moved that the following slate of officers be approved for 2019-2020: Board Chair Phyllis Gleasman; Board Vice Chair, Tamra Jackson; Legislative Action Liaison, Phyllis Gleasman; alternate Legislative Action Liaison, Tamra Jackson. The motion was second by Martha Flores and carried unanimously.

10. 2019-2020 WVC Operating Budget: Brett Riley

The 2019-2020 operating budget was reviewed during the board work session.

MOTION No. 2315

Martha Flores moved that the 2019-2020 WVC operating budget be approved as presented. The motion was seconded by Steve Zimmerman and carried unanimously.

(2019-2020 WVC Operating Budget attached as Exhibit A)

3:29 p.m. Meeting adjourned

Secretary

Chair

**Wenatchee Valley College
2019-2020 Operating Budget**

Revenue Forecast:**101 Funds-**

- Our State allocation is projected at **\$16,311,513** including provisos and program funding.

149 Funds-

- Tuition forecast is **\$6,536,277** 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 **\$2,280,724**. We expect some variability with fee revenue as we implement the new fee schedule.

146 Funds-

- Largely Running Start revenue, 146 funds are projected at **\$5,846,301** with enrollment coming in significantly lower than last year.

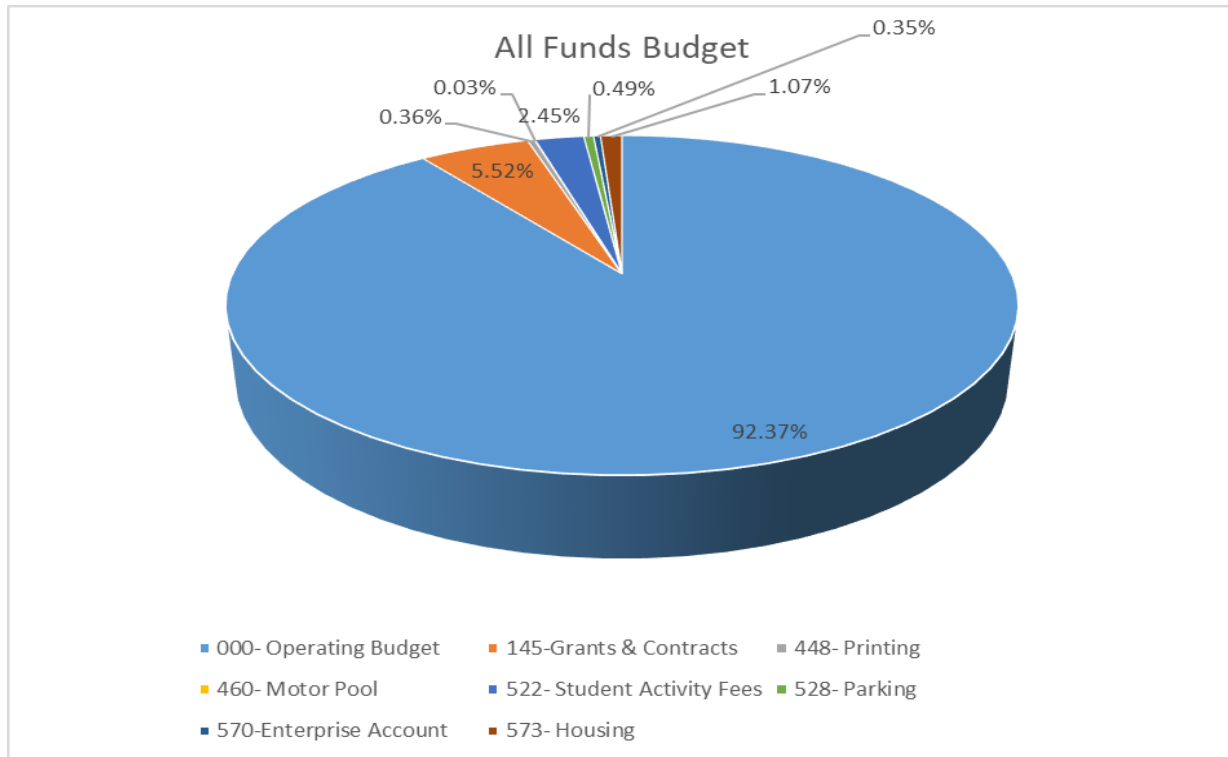
Other-

- **\$130,000** in Foundation sourced funds dedicated to specific program

Total Operating Revenue- \$30,974,815

Revenue Source	FY 19-20	% of Budget
101- Total State Allocation	\$ 16,311,513	52.66%
149- Total Tuition	\$ 6,536,277	21.10%
148- Total Course and Program Fees	\$ 2,280,724	7.36%
145/146- Running Start	\$ 5,641,301	18.44%
College in the HS	\$ 75,000	
Foundation Reimbursement		
Crane Endowment	\$ 50,000	0.41%
Auvile	\$ 80,000	
Total Estimated Operating Revenue FY 19-20	\$ 30,974,815	100%

All Funds Budget	
000- Operating Budget	\$ 30,971,429
145-Grants & Contracts	\$ 1,850,998
448- Printing	\$ 120,000
460- Motor Pool	\$ 10,000
522- Student Activity Fees	\$ 820,000
528- Parking	\$ 162,904
570-Enterprise Account	\$ 116,350
573- Housing	\$ 359,305
Total	\$ 33,529,513



Summary:

- WVC has established an operating budget of \$30,971,429 based on most recent revenue and enrollment estimates.
- The operating budget provides for \$500,000 to be held in local reserve designated for Board Reserve. This balance is subject to accurate revenue projections and enrollment mix.

BOARD MEETING: **October 23, 2019**

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

CATEGORY: **CELEBRATING SUCCESS - ACCT Leadership Congress Presentation**

BACKGROUND:

The partnership between Confederated Tribes of the Colville Reservation and Wenatchee Valley College is changing lives in our district as well as strengthening the relationship between the tribes and WVC. The college would not be able to serve the entirety of its service district if it was not for the educational collaboration with the Colville.

Congratulations to President Richardson, Trustees Phyllis Gleasman and Tamra Jackson, Shandy Abrahamson, WVC Director of Tribal Relations and Tammy James-Pino and Kayce Palmer from the Confederated Tribes of the Colville Reservation for their outstanding presentation at the ACCT Leadership Congress in San Francisco.

BOARD MEETING: **October 23, 2019**

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

CATEGORY: **CELEBRATING SUCCESS - Wendell George Building Naming**

BACKGROUND:

Wendell was appointed to the board of trustees for Wenatchee Valley College by Governor Gary Locke in February 1992 and served as a trustee until 2003. Wendell served as chair of the board from 1996-98 and again from 2000-01. He also served as vice chair from 2001-02. His leadership in the board's adoption of the Carver model of governance helped move the college forward efficiently and effectively. The college went through an accreditation process during his tenure and Wendell served as chair of a presidential search. His quiet, confident demeanor held the course of the college steady.

In addition to his service to Wenatchee Valley College, Wendell has also served on the Colville Business Council, the Paschal Sherman Indian School Board and the Omak School Board.

Wenatchee Valley College is grateful to Wendell George for his leadership during his tenure as a member of the board of trustees and his continued support. In his honor, a building naming ceremony will take place on October 23, 2019 at 3:00 PM on the Omak Campus.

BOARD MEETING: **October 23, 2019**

AGENDA ITEM: **#4 (information)**

CATEGORY: **Introduction of News Omak Employees: Tod Treat, Vice President of Instruction, WVC Omak**

BACKGROUND:

Tod Treat will introduce new employees.

BOARD MEETING: **October 23, 2019**
AGENDA ITEM: **#5 (information)**
CATEGORY: **SPECIAL REPORTS**

Lexi Reyna-Goodman, ASWVC Wenatchee President

BACKGROUND:

CURRENT MEMBERS:

President: Lexie-Reina Goodman
Vice President: Ellie Gear
Treasurer: Nathan Nguyen
Secretary: Lindsay Johnson
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: Lina Mercado-Tejada
Senate Ambassador: Aurelia Guerrero

UPDATES:

- ❖ Our Senate team meets every Thursday from 3-5pm in the Van Tassell Conference Room.
- ❖ We recently gained two new members to our Senate team, Lina and Aurelia first year student ambassadors.
- ❖ Athletes will be a standing agenda item.

EVENT UPDATES:

We are excited to say that the recent events have been a success.

- ❖ The voter registration was a huge success with over 70 people who registered. We plan on making this a quarterly event to get as many people registered as possible.
- ❖ Senate attended the state leadership conference with Omak.
- ❖ Senate helped with new student orientation.
- ❖ Senate had a volleyball game promotional event.

UPCOMING EVENTS:

- ❖ Intramural Soccer Oct. 10th
- ❖ Disability awareness Oct. 23rd
- ❖ Pumpkin Hiding Oct. 24th
- ❖ Halloween Dance Oct. 25th
- ❖ Capture the Flag Nov. 13th

SENATE ACTIONS AND APPROVALS:

- ❖ Senate approves to make a monthly event calendar to put inside every other bathroom stall inside every building.
- ❖ Senate approves \$220 for purchase of new chalkboard sandwich boards.
- ❖ Senate approves \$1,000 for weekly refreshments every Monday.
- ❖ Senate approves \$2,500 for tacos to be served at the fall showcase Oct. 9th.
- ❖ Senate approves the STEM club certification.
- ❖ Senate approves the rental of the Rec Center to be used on Mondays from 7-9pm for youth basketball.
- ❖ Senate approves to increase the meal budget from \$10 to \$12 dollars.
- ❖ Senate approves to allocate \$100 for an altar for Dia de los Muertos.
- ❖ Senate approves \$3,000/year for the Intramural Committee Budget.
- ❖ Senate Approves \$500 for the Pumpkin Hiding event.
- ❖ Senate approves \$3,800 for Halloween dance.

BOARD MEETING: **October 23, 2019**

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

CATEGORY: **SPECIAL REPORTS**

Adrian Carrillo, ASWVC Omak President

BACKGROUND:

September:

- September 4th-6th - Omak and Wenatchee Student Body traveled to Pasco for the 2019 CUSP Student Leadership Conference. It was a great opportunity to strengthen our leadership skills and relationship with both campuses.
- September 12- Omak and Wenatchee Student Body met at Wenatchee campus's Van Tassel Building for a joint training. The training helped us plan for future conjoined events and a training on diversity.
- September 18- The Student Body assisted with fall 2019 New Student Orientation. We provided pizza, swag, refreshments, tours and Student IDs.
- The Student Body purchased 25 tickets for students to attend the Superman event at the PAC.
- Sept 30th-WVCO had a cultural blessing. The Red Road Association and Colville Confederated Tribes collaborated with this event.

October:

- October 3rd -The Student Body had a Pie Fest Social from 1:00pm- 4:00pm. We provided pie and mini pumpkins for students to paint.
- October 18th - The Student Body is hosting a Cosmic Bowling for students and their families/friends from 8pm-10pm. We will be providing pizza and pop for students. Entry fee is items for the Okanogan Community Homeless Shelter.
- October 31st - The Student body is sponsoring a Club Expo for clubs to come out and recruit members. We will also be collaborating with MEChA to put on Día De Los Muertos at the same time.

Other

- November 1st – The Student Body and MEChA will be offering students a trip in student vans to Wenatchee's campus for a Día De Los Muertos event.
- November 22nd- As part of Native American Heritage Month, Red Road Association will be showing the film, N. Scott Momaday: Words from a Bear at the Omak Theatre.
- November 23rd- Red Road Association will sponsor a Missing and Murdered Indigenous Women's Walk at the East Omak Park to bring awareness of this issue.

Respectfully Submitted by Adrian Carrillo, ASWVCO Student Body President

BOARD MEETING: **October 23, 2019**
AGENDA ITEM: **#7 (information)**
CATEGORY: **SPECIAL REPORTS**

Patrick Tracy, AHE President

BACKGROUND:



Association for Higher Education
AHE Board of Trustees Report
October 2019

Board of Trustees,

10/10/19

I am once again lucky enough to be an educator and have that enthusiasm educators feel with the coming of fall weather and fall quarter. After a short summer break, I can say that I am full of energy for another year at WVC and believe my colleagues feel the same.

Along with fall quarter comes a new group of faculty, who we are excited to welcome. We assume the hiring committees chose the best candidates for the positions, and it is now the tenure committees' job to mentor and guide the new faculty.

In reviewing last October's letter to the Board, I see that I referred to *interim* Dean of Liberal Arts Holly Bringman and *interim* Vice President of Instruction Tod Treat. I am glad they are now permanent and that our team is at full strength. Both of them bring a lot to the table.

A major occurrence this fall is the Wells project. It seems that all faculty have been placed in alternative office and teaching spaces with little disruption. I can only guess what the effect will be of having a massive construction project going on in the middle of campus, but I am sure it will not be soon forgotten.

We certainly have other big projects going on around campus like Guided Pathways and starting work on the recommendations in our accreditation report, namely related to assessment. However, the most front-and-center for faculty is the negotiation of a new contract. It seems like this process has been going on for quite a while, mainly because the AHE started preparing in 2017 (possibly in 2016), and now we are drawing near to 2020. I am confident that administration and faculty want a contract that is beneficial to all, and that one will be expeditiously agreed upon.

On that note, I bid you adieu and wish you all a great year at WVC.

Sincerely,

Patrick M. Tracy

BOARD MEETING: **October 23, 2019**

AGENDA ITEM: **#8 (information)**

CATEGORY: **SPECIAL REPORTS**

Michael Nelson, WPEA Chief Shop Steward

BACKGROUND:

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

BOARD MEETING: **October 23, 2019**

AGENDA ITEM: **#9 (information)**

CATEGORY: **SPECIAL REPORTS**

Omak Foundation Report: Wilson Wooschlager

BACKGROUND:

A verbal report will be given. Points of discussion include:

- Foundation emergency support of students – gas cards
- Funding of various ongoing student class room expenses – nursing student kits
- Scholarships
- Changing lives program – past students success stories
- New website presence

BOARD MEETING: **October 23, 2019**

AGENDA ITEM: **#10 (information)**

CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- Administrative Services has been developing a business plan and legal documents to establish an Auxiliary Services Corporation on behalf of the College. An Auxiliary Services Corporation will house nonessential functions of the College under a separate 501c3 organization. We are currently in an exploratory phase of this project and will be presented to the Board when the plan is fully developed.
- Additionally, Administrative Services held a successful bid opening for the Wells Hall replacement project. Base bids came back approximately \$2.2 million under consultants estimate. We are currently working with the Department of Enterprise Services (DES) to finalize a construction contract and issue a notice to proceed.

Budget & Internal Auditing

- Unfortunately, tuition revenue and Running Start revenues are projected to come in significantly short of previously forecasted projections. The College is preparing to make meaningful cuts to reduce this year's budget deficit. This plan will be discussed at length at the next board meeting.
- Joanna Tepley has completed a campus wide evaluation of our compliance with FERPA and HIPAA. This report will be reviewed by Cabinet in the next month. The next internal audit will focus on Student Services. Joanna will be working with Jonathan Barnett and reviewing the Registrar's Office data security and business processes.

Fiscal Services

- The Fiscal Services team is looking at two audits over the next 12 to 18 months. First, our annual financial statement audit, as well as our first accountability audit since 2008-2009.
- Fiscal Services staff continue working on data cleanup, training material, and work flow process efficiencies to prepare for ctLink conversion. As with other areas of the College, Fiscal Services will be dedicating a significant portion of their time and energy towards a successful ctLink conversion.

Facilities

- Wells Hall- Preparations are being made in coordination with the Foundation to hold a ground breaking at the end of October. We have invited local dignitaries to participate with a reception to follow. I believe the Foundation will be discussing this at our next board meeting.
- Minor Works-
 - ADA Work- ADA work across campus continues. This work is in response to the OCR audit that was performed last winter.
 - Facility Condition Survey- Facilities and Administrative Services staff participated in a three day meeting with SBCTC staff to perform our biennial facility condition survey. The results of this survey establishes the priorities for our minor works projects and capital program funding for the following biennium. Preliminary findings included numerous roofing and mechanical systems projects in both Wenatchee and Omak.

Safety and Security

- Safety and Security - Staff has been following up with members of the campus community as a follow up to our Launch Week keynote speaker. Additionally, Maria has been organizing a "Stop the Bleed" training.
- SSEM and Administrative Services staff have also been working diligently to complete WVC's annual reporting of campus security policies and campus crime statistics (Clery Act). Compliance with Clery is required annually and is to be reported by October 1st of the previous reporting period.

BOARD MEETING: **October 23, 2019**
AGENDA ITEM **#11 (information)**
CATEGORY: **STAFF REPORTS**

Tod Treat, Vice President of Instruction

BACKGROUND:

Educational Achievement

Several of the Allied Health programs are continuing to see great outcomes and the new Pharmacy Technician program is underway.

- **Chemical Dependency Studies:** August 2019 meeting with Cristal Eshelman from the North Central Accountable Community of Health to explore apprenticeship opportunities in CDS. Course Outlines shared with Cristal to determine if CDS meets the requirements for apprenticeship funding.
- **Emergency Medical Technician Program:** Information session held 9/16/19 for Winter 2020 course offering.
- **Medical Assistant Program (Apprenticeship):** Enrollment; Spring 2019 - 158, Summer 2019 - 100, Fall 2019 - 67.
- **Medical Assistant Program (WVC):** New cohort with 23 students underway. August 2019 graduating class of 22, 100% employed or back in school.
- **Medical Laboratory Technology:** 100% pass rate with recent MLT graduates. Data collection continues for pursuit of a four-year degree option.
- **Nursing Assistant Program:** Continuing Education Nursing Assistant lab and classroom successfully moved to Knight Hall B and two successful audits were conducted for approval as testing site meeting nursing assistant state standards. We continue to offer NA in two formats (13 credits course and via CE).
- **Nursing Program:** Please see input from Dr. Kristen Hosey, Nursing Programs Administrator
- **Pharmacy Technician Program:** Advisory Committee continues to meet weekly; program director/faculty position currently being advertised and interviews are scheduled for October 30, 2019. Billboard on Miller and 5th in the works. Currently working on admission process, advertisement and recruitment. Minor room modifications in 2111 will be required during fall quarter 2019.

Support for Learning

WVC's four Assessment Coordinators funded through Core Theme Council resources are well underway supporting the documentation of student learning. Hart Johnson, Micky Jennings, Randy Mitchell and Jennifer Hadersberger are supporting both instruction and noninstructional assessment to aid the College in demonstrating and improving student outcomes. They have started this quarter by framing the work: facilitating the development of a culture of assessment. The focus is on reviewing existing Program Learning Outcomes (PLOs) with program stakeholders, celebrating the engagers, and asking great questions. Over the year, the Assessment Coordinators will work with areas to improve PLOs to be SMART (Specific, Measurable, Achievable, Relevant, Trackable) and identifying exemplars of programs that are trying to innovate and measuring impact. Even if the innovation doesn't work as planned there can be great learning. Finally, the coordinators will collaborate to identify resources that can be repurposed by other programs, e.g. data gathering tools, ways of presenting data, rubrics, etc. to make faculty work in the area more effective with less work.

Responsiveness to Local Needs

WVC MESA is part of the board for the Bridge Research and Innovation District, a valley-wide campus concept that envisions connecting researchers, educational institutions, and businesses throughout the community. The Bridge is one of seven game-changer projects in *Our Valley Our Future/Nuestro Valle Nuestro Futuro* community development initiative that can boost the region by attracting additional investment, generating jobs, and furthering educational initiatives. Thanks to this partnership, two WVC MESA students participated in summer internships in the USDA Agricultural Research Service. In addition, WVC MESA was introduced at the Legislative and Congressional staff tour held at the WSU Wenatchee Research & Extension Center on August 14. Arlen Harris, the Legislative Director for the Washington State Board for Community & Technical Colleges, invited WVC MESA to Olympia to present on WVC's efforts to prepare underrepresented students for future research.

Diversity and Cultural Enrichment

A session entitled “MESA: A Path for STEM success” was presented at the STEM Summit on August 13. The STEM Summit highlights multiple professional learning opportunities for teachers and educational staff members in the area of science, technology, engineering and mathematics taught by experts and specialists in their fields. For many students who are interested in STEM fields, the dream of pursuing a career no one else in their family has obtained may feel out of reach. This session was designed to provide a brief history of how the MESA program connects students and resources within the K-14 system, its emphasis on science and mathematics curricula in K-12, the connection between K-12 and community colleges, and a summary of the first year of the WVC MESA program.

This session gave WVC MESA the opportunity to establish and strengthen collaborations with school districts in our service area. For example, a collaboration with the Robotics Program at the Foothills Middle School is under development, in which a group of WVC STEM club members will participate in the Wenatchee Regional Robotics Tournament as judges envisioning potential mentoring opportunities with a multicultural perspective.

Continuous Improvement

Instruction prepared for the year Division Chair and Program Coordinator retreat held on 9-12-19, New Faculty Orientation on 9-13-19 and Launch Week held 9-17 through 9-20. The retreat focused on academic leadership, budgeting and planning, assessment, and building great programs. Over 30 deans and faculty attended.

Dean Joey Walter has been working with Dr. Bobbi Johnson, Jennifer Hadersberger and Mike Lesky today about offering the Natural Resources program in Omak. The Confederated Tribes of the Colville are engaged in this discussion, including finding potential faculty or co-teachers to support workforce development in natural resources to meet tribal economic development interests. Zoom Rooms will allow students to access courses in Omak and Nespelem.

Sustainability

BAS-T (Omak): Dr. Marie Rose-McCully has been hired to lead the new BAS program in Omak. Also, the ECE Director, Hilary Martinez and former ECE Director, Nancy Spurgeon, along with Transitional Studies Adjunct Faculty, Annie Douglas submitted the proposal to the Professional Educator Standards Board (PESB). WVC is awaiting feedback and hope to present and gain approval at the November PESB meeting.

BOARD MEETING: **October 23, 2019**
AGENDA ITEM **#12 (information)**
CATEGORY: **STAFF REPORTS**

Chio Flores, Vice President of Student Services

BACKGROUND:

ATHLETICS

- Fall sports are in full swing. Men's soccer completed first half of conference play, tied atop the east region standings. Six games remaining to vie for a postseason berth
- Women's soccer continues to battle for wins in the tough east region. Will wrap up first half of season with a game at Yakima
- Volleyball has enjoyed a new year of growth this season with all 10 first-year players. They are battling every game and are hopeful to have great results down the stretch run of the season

CAMP

- First year of the new grant cycle has begun, 56 students were admitted. Orientation was held the Friday and Saturday prior to school starting with a wonderful turn out. Students are engaged and ready for the year
- Now entering its 11th year at WVC, CAMP has rebranded and redesigned its logo and is excited to order new marketing materials
- Will be taking 21 students to WSU on October 12 for a transfer visit during their transfer preview days
- This fall, collaborating with Chelan PUD, MESA, and Apple STEM network to provide career exploration in the SDS 107 course

COUNSELING

- Served total of 97 students the first two weeks of fall quarter (not including walk-ins or emergencies). Have experienced a large increase in students requesting services, both emotional and financial support. Hired work-study Kara Collier. Primary duties are for the Knights Kupboard
- Collaborating with Intermountain AmeriCorps and Community Action Council this year to provide opioid awareness on campus, through quarterly workshops, monthly tabling and resources/handouts
- Knights Kupboard: Have had 2 days of open pantry for students (Thursdays 12-3pm) this quarter; served total of 37 students!
- Students for United Way recently donated one big carload of food (total of 228) for our pantry. At the same time, a local family stopped by and donated 214 items. A huge shout out to WVC campus and community support!
- WVC faculty union donated \$770 dollars recently to the Knights Kupboard. Both Wenatchee and Omak will be receiving \$385 to serve students. In addition, received an additional \$400 that they will match for the pantry next quarter from the local union
- Emergency Funds: DREAMers Grant has served four students to date, total of \$3,397 awarded. Please refer students; over \$25,000 available to help DREAMers/DACA/HB1079 students with books, tuition and/or emergencies. Biella Scholarship Grant has served eight students to date, total of \$3,009 awarded. This grant has over \$6,000 remaining and can only serve students for books, tuition and school related emergencies. Knights Care Fund has served five students to date, total of \$1,525 awarded. We have over \$7,000 remaining and can serve students in emergencies

CAMPUS LIFE, EQUITY & INCLUSION

- Recent events: Student Leadership Conference, Pasco (10 Wenatchee/5 Omak students attended); Immigration 101 Training, Sept. 13; Orientation, Sept. 9 (220 students, 260 including families. Extensive event with many departments on campus helping to make it successful)
- Shandy Abrahamson, Erin Tofte-Nordvik, Livia Millard and Marichuy Alvizar holding monthly diversity meetings to move equity and inclusion forward at WVC. Four additional diversity courses approved. Stand Against Racism scheduled for April 29 (Omak) and April 30 (Wenatchee). Diversity, Equity and Inclusion Center being well utilized this year
- Student handbooks are back this year, response has been very positive and people are excited about them

- Painting finished in Van Tassell; new chairs purchased for VT conference room and Senate office. Creating a campus calendar in Van Tassell to promote events. Senate is collaborating with the new Cafeteria to help promote them
- WVC's new bus is being utilized a lot, still waiting for the new wrap to display WVC logo and promotion
- Students creating a monthly bathroom stall newsletter to promote events
- New Senate photos are up in Van Tassell. Memorial photo and placard for Rachel Odima up in the Senate office. New signs installed for Knights Club Room and Knights Conference Room. 40+ hours of Senate training completed in September to onboard the new team
- Partnered with Athletics to add a standing agenda item on Senate meeting agenda for Athletics. Partnered on the first home volleyball game to get students involved. Quarterly Campus Life newsletter being created
- Upcoming events: Disability Awareness, Oct. 23; Hispanic Heritage, Oct. 8 & 15; Fall Showcase Oct. 9
- New part-time hourly front office assistant Ana Vazquez and two work studies hired. Started the year making a lot of new student IDs. Twenty active clubs for this year, Interclub council meetings well attended
- Johanna Hamilton, International Programs, traveled to Mexico in May to recruit students. Two new Japanese students have arrived and are getting settled. Thirty 6th grade graders came from Naju, Korea this summer; 17 from Misawa, Japan; 19 from Shimane, Japan. Currently, eight international students (6 from Japan and 2 from China). One Canadian student is not continuing for Spring quarter. Johanna is working on online recruitment and marketing
- Residence Hall Coordinator position changed to Residence Hall Manager with a pay increase of \$5,000. Residence Hall started out full this fall with a waitlist; trying to fill one space currently available. New office created on first floor. New RAs and CAs hired and on boarded. It is a strong team this year. Working with Facilities to increase access control in the Hall. Narcan is now available
- New VetCorps Navigator Trent Mortensen was hired
- Student Recreation Center: Now requiring Student ID to enter SRC. New employees Jeremy Harden and Allison Syria hired. Extended hours to 9:00 pm. Managing the bus and bus drivers through the SRC. Intramural Soccer scheduled for Oct. 10. New smart workout center in the studio room. New classes and outdoor partnerships to increase recreation opportunities for students. Offering TRX exercise course. Alumni Memberships being offered. Staff payroll deductions available to pay for SRC membership
- New Director of Student Access hired (Lisa Foster). Serving at least 200 students currently, working hard to update files and move to electronic filing systems. Connecting weekly with Edgar Arellano on Omak Campus. Offering de-escalation training for staff. Hiring for ASL interpreters to cover student needs

STUDENT SERVICES

- Ed Planning, Career Center and Testing Center offered 22 intake sessions this summer (23 last yr.). 520 new students attended face-to-face intake session (487 last year). 86 new students completed OAR (114 last year). Sandra Villarreal was hired as Completion Coach, will start Oct 7
- 123 students signed in to the Career Center in September to see Amy Olson (104-work study related). Amy Olson met with Andrea Nelson, Strategic Partnership Manager from Western Governor's University regarding transfer information and building transfer pathways with WGU
- Cheyenne Dirks, Testing Center, coordinated with Maria Christina Monroe for off-campus CITHS testing for 76 Cashmere High School students. Was the largest off-campus proctoring group to date
- SBCTC announced HS21+ has been changed to HS+, allowing students age 18 and older to take courses at WVC to complete high school diplomas
- Jaima Kuhlmann staffed a WVC Study Abroad table at Pybus Market for a Pybus University event, "Youth and Cultural Exchange in the Wenatchee Valley" presented by Rotary Exchange International and Wenatchee Valley Misawa Sister City Association. Johanna Hamilton assisted. Twenty community members attended (mostly high school-aged). Four WVC students currently participating in Barcelona Spain study abroad program
- Recruiter Lucero Martinez hosted Fall Counselor Workshop, with 18 colleges/universities tabling. 55 counselors attended
- First day of Fall quarter brought quite a bit of confusion with classes moving around between May registrations and start of the quarter
- Kevin Berg completed the FISAP and the WSAC Unit Record reports for 2018-19. First few days of the quarter were busy with students turning in documents requested back in June. Disbursement of financial aid funds was delayed by the business office to the first day of the quarter, creating difficulties for students to purchase books
- Kevin Berg and Noah Fortner assisted HR department with full implementation of OnBase. Processes are going well after some troubleshooting

TRIO/SSS

- Total of 140 students on the Wenatchee and Omak campuses receive student support services. 2019-2020 cohort currently has total of 130/140 students (93% full, 10 spots to fill)
- The year has been off to a great start! Students have begun applying to transfer institutions. Recently, one student was accepted into Washington State University for 2020-2021 academic year
- Jennifer Cawdery, Ivan Valdovinos, and Belen Bazan are serving as mentors for Wenatchee High School College Mentor Program. Via this program, mentors volunteer 60+ hours throughout the academic year and help students apply to colleges/universities, scholarships, and provide guidance to first-generation students
- Held the Summer Bridge Program, providing students a more intimate environment to explore WVC, TRIO SSS program, and themselves. Two-day event brought together 26 students, theme was "Building Community"
- Ivan Valdovinos attended Council for Opportunity in Education conference in Chicago. Theme was "Covering All the Bases of College Opportunity." He attended many workshops to learn best practices to improve TRIO SSS services at WVC, including grant writing workshop that will serve to plan grant rewrite

GENERAL

- WVC is one of 28 WA community colleges participating in the #RealCollege survey. Survey focuses on the realities of college and collects data on housing instability, food insecurity and other data to help identify gaps and develop strategies to support students. On October 1, the survey was emailed to 2,603 currently enrolled students. Weekly reminder emails are scheduled through October. Both campuses are promoting and encouraging students to complete the survey before the October 31 completion deadline. Through generous support of WVC's Foundation and the SBCTC, a random drawing will be held for twenty \$100 Visa gift cards as incentive for student participants who provide contact email

BOARD MEETING: **October 23, 2019**

AGENDA ITEM **#13 (information)**

CATEGORY: **STAFF REPORTS**

Enrollment Report: Jim Richardson, President

BACKGROUND:

As of the 10th day of fall quarter, WVC has 2,135.04 FTES, which is down by 48.92 FTES (or 2.2%) from this time last year. Wenatchee campus is at 1,885.07, which is down by 27.90 (or 1.5%) from last Fall. Omak campus has 249.97 FTES, which is down 21.02 (or 7.8 %) from last year.

College level academic FTES are at 1,114, down by 4 FTES. The largest numerical increases have been in Psychology (up 22.33 FTES, or 24%) and college level math (up 12.67 FTES, or 10%). The largest decreases have been in Nutrition (down 10.67 FTES, or 27%) and Art (down 9.33 FTES, or 15%).

Vocational FTES are at 680, which is down 17.57 FTES, or 3%. The largest numerical increases have been in Criminal Justice (up 11.33 FTES, or 47%) and Math (up 7.67 FTES, or 110%). The largest decreases have been in Nursing (down 24.87 FTES, or 20%) and Chemical Dependency Studies (down 9.50 FTES, or 46%).

Developmental, or pre-college level courses, are at 181.67 FTES, which is down by 20.67, or 10%. Pre-college level English is down 4.67 FTES (or 10%) and pre-college level math is down 22.33 FTES (or 14%)

Basic Skills are at 158.97 FTES, which is down by 7.03, or 4%.

BOARD MEETING: **October 23, 2019**

AGENDA ITEM **#14 (information)**

CATEGORY: **STAFF REPORTS**

Jim Richardson, President

BACKGROUND:

Programs Overview

- We continue to explore the possibilities for new programs at the associates and bachelor's degree levels. An agriculture BAS umbrella program is on possibility. We are also working with Big Bend Community College to share their BAS in Business management rather than creating our own. This would help assure enough demand.
- Big Bend has also asked that WVC extend advertising for our RN-BSN program to their graduates and area to help fulfil the need for Bachelors prepared nurses in the Moses Lake area. This would strengthen enrollment in our program and help fulfil their nursing position needs.
- WVC continues to work with the Colville to determine the needs of the Tribes in the natural resources area. We are looking at fisheries, forestry and other areas to determine the best way to serve the tribes and Okanogan County. The Tribes have volunteered use of their hatchery for the program, and there are also several well-qualified tribal employees who could instruct in the program. The program would not be restricted to tribal members.

Policy Overview

- WACTC and the State Board have put together a supplemental budget ask for the legislature, including capital funding of \$3.216 million for the design of the WVC Technology and Innovation Center. It is fourth on the SBCTC list of major projects.
- OSPI is looking to change some of the Running Start and College-in-the-High School funding over time so that the colleges would pay for student fees and books. We are working with their Executive Director to be sure the colleges are treated fairly. As high schools already have a separate funding stream for student books, why should the colleges pay for them when they do not have that funding?

Facilities Overview

- The construction bid for Wells Hall Replacement came in \$2.1 million under estimates. We are looking at several alternatives to include in the project. Ground Breaking ceremonies will take place Tuesday, October 29 at 5 pm.
- The temporary facilities at Sage Hills Church and the Knights Hall complex are working well. There were a few "bugs" to start, but they are now working out well.

Finance Overview

- The budget approved for 2019-2020 has been entered and as we work on enrollment issues, it may have to be reduced in several areas. There will be an All Staff meeting to discuss the budget and restrictions the cabinet has put in place to help assure we are moving forward in a financially prudent manner.
- Negotiations with the AHE (faculty union) continue.

Other

- Met several times with Foundation Executive Director Rachel Evey about the coming capital campaign for Wells Hall. Campbell and Company has finished the feasibility study for and Rachel is now moving forward to start the campaign. Continued to attend Foundation Executive meeting and board meetings.
- 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 Ports of Chelan and Douglas Counties as they are consolidating into a regional port district so that WVC is always on their radar.
- Working with Reagan, Tod and Brett on faculty negotiations and we will report progress at the meeting.
- Attended Workforce Board meetings.

- 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.
- Held Presidents Day and Launch Week activities to kick off the new academic year. Alyssa Parker was the keynote speaker about school safety. Her daughter was killed at Sandy Hook so her story was emotional and hard-hitting. The week also included faculty work on assessment and many other workshops.
- Enrollment has fallen since mid-summer and threatens our budget. This is happening all over the state as the high school classes shrink and unemployment stays low. We have a task force looking into better ways to retain students and find new ones.
- Met with the Community Foundation's Regional Impact Grant site visit team as the WVC Foundation has applied for funding for veteran scholarships and work study.
- Attended an Okanogan Trends discussion to determine interest in investing in a web site through Eastern Washington University similar to Chelan-Douglas Trends.
- Met with Lt. Governor Habib as he made his rounds promoting access to higher education, especially for older adults.
- Continue to attend CTC Link meetings as WVC prepares to move further into the 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 are looking at ways to ease the workload and stress.
- Attended WACTC at Peninsula College in Port Angeles. We discussed:
- Student Achievement Funding which will pay for much more tuition for four-year universities and that's effect on CTCs.
 1. SBCTC's vision statement and strategic priorities.
 2. FAFSA training for adult students and parents of high school students.
 3. CTC Link progress/issues.
 4. OSPI proposal an colleges covering RS and CITHS costs.
 5. High demand funding for faculty salaries.
- I welcomed the STEM Education Alliance to their Wenatchee meeting at the CTC. They held an all-day meeting including tours of Rocky Reach dam and Stemilt Growers.

BOARD MEETING: **October 23, 2019**

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

CATEGORY: **ACTION**

Revised WAC 132-112-002: Brett Riley, Vice President of Administrative Services

BACKGROUND:

WAC 132-112-002 Expressive Activities.

A code revision public hearing was held on September 11, 2019.

RECOMMENDATION:

That the board approve proposed revisions to WAC 132-112-002

NEW SECTION

WAC 132W-112-002 Expressive activities. This chapter shall be known as facility use for expressive activities.

NEW SECTION

WAC 132W-112-103 Statement of purpose. Wenatchee Valley College District is an educational institution provided and maintained by the people of the state of Washington. College facilities are reserved primarily for educational use including, but not limited to, instruction, research, public assembly of college groups, student activities and other activities directly related to the educational mission of the college. The public character of the college does not grant to individuals an unlimited license to engage in activity which limits, interferes with, or otherwise disrupts the normal activities to which the college's facilities and grounds are dedicated. Accordingly, the college designates the common areas of the college as a limited public forum dedicated to the use of college groups, subject to the time, place, and manner limitations and restrictions set forth in this policy. Groups or individuals who are invited or permitted to engage in first amendment activities at the college do not represent an endorsement by Wenatchee Valley College or the board of trustees.

The purpose of the time, place, and manner regulations set forth in this policy is to establish procedures and reasonable controls for the use of college facilities. It is intended to balance the college's responsibility to fulfill its mission as a state educational institution of Washington with the interests of college groups seeking to assemble in common areas of the campus for expressive activity. The college recognizes that college groups should be accorded the opportunity to utilize the facilities and grounds of the college to the fullest extent possible. The college has designated certain sites as public use areas open to noncollege groups as set forth herein.

NEW SECTION

WAC 132W-112-105 Definitions. (1) "College facilities" includes all buildings, structures, grounds, office space and parking lots.

(2) "College groups" means individuals or groups who are currently enrolled students or current employees of the college, or guests of the college who are sponsored by a recognized student organization, employee organization, or the administration of the college.

(3) "Expressive activity" includes, but is not necessarily limited to, informational picketing, petition circulation, the distribution of informational leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, protests, meetings to display group feelings or sentiments and/or other types of assemblies to share information, perspective or viewpoints.

(4) "Noncollege groups" means individuals, or combinations of individuals, who are not currently enrolled students or current employ-

ees of the college and who are not officially affiliated or associated with, or invited guests of a recognized student organization, recognized employee group, or the administration of the college.

(5) "Public use areas" means those areas of each campus that the college has chosen to open as places where noncollege groups may assemble for expressive activity protected by the first amendment, subject to reasonable time, place, or manner restrictions.

NEW SECTION

WAC 132W-112-115 Use of facilities. (1) Subject to the regulations and requirements of this policy, groups may use the campus limited forums for expressive activities between the hours of 8:00 a.m. and 10:00 p.m.

(2) College buildings, rooms, and athletic fields may be rented by noncollege groups in accordance with the college's facilities use policy. When renting college buildings or athletic fields, an individual or organization may be required to post a bond and/or obtain insurance to protect the college against cost or other liability in accordance with the college's facility use policy. When the college grants permission to use its facilities it is with the express understanding and condition that the individual or organization assumes full responsibility for any loss or damage.

(3) Any sound amplification device may only be used at a volume which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled college event or activity.

(4) Groups are encouraged to notify the campus public safety department no later than twenty-four hours in advance of an event. However, unscheduled events are permitted so long as the event does not materially disrupt any other function occurring at the facility.

(5) All sites used for expressive activity should be cleaned up and left in their original condition and may be subject to inspection by a representative of the college after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of extraordinary cleanup or for the repair of damaged property.

(6) All fire, safety, sanitation or special regulations specified for the event are to be obeyed. The college cannot and will not provide utility connections or hook-ups for purposes of expressive activity conducted pursuant to this policy.

(7) The event must not be conducted in such a manner to obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the college, or to college buildings or facilities, or to college activities or events. The event must not create safety hazards or pose unreasonable safety risks to college students, employees or invitees to the college.

(8) The event must not interfere with educational activities inside or outside any college building or otherwise prevent the college from fulfilling its mission and achieving its primary purpose of providing an education to its students. The event must not materially infringe on the rights and privileges of college students, employees, or invitees to the college.

(9) There shall be no overnight camping on college facilities or grounds. Camping is defined to include sleeping, carrying on cooking

activities, or storing personal belongings for personal habitation, or the erection of tents or other shelters or structures used for purposes of personal habitation.

(10) College facilities may not be used for commercial sales, solicitations, advertising or promotional activities, unless:

(a) Such activities serve educational purposes of the college; and

(b) Such activities are under the sponsorship of a college department or office or officially chartered student club.

(11) The event must also be conducted in accordance with any other applicable college policies and regulations, local ordinances and state or federal laws.

NEW SECTION

WAC 132W-112-125 Additional requirements for noncollege groups.

(1) College buildings, rooms, and athletic fields may be rented by noncollege groups in accordance with the college's facilities use policy. When renting college buildings or athletic fields, an individual or organization may be required to post a bond and/or obtain insurance to protect the college against cost or other liability in accordance with the college's facility use policy. When the college grants permission to use its facilities it is with the express understanding and condition that the individual or organization assumes full responsibility for any loss or damage.

(2) Noncollege groups may otherwise use college facilities for expressive activity as identified in this policy.

(3) The college designates the following area(s) as the sole limited public forum area(s) for use by noncollege groups for expressive activity on campus:

(a) The public use area may be scheduled. Scheduled groups have priority of use over unscheduled groups:

(i) On the college's Wenatchee campus, the limited public forum is located on the west side of the campus fountain in front of the Van Tassell building.

(ii) On the Omak campus, the limited public forum is located on the north side of campus located adjacent to the garden behind the North Classroom building.

(b) Please contact the vice president of administrative services for more information.

(4) Noncollege groups that seek to engage in expressive activity on the designated public use area(s) are encouraged to provide notice to the campus public safety office no later than twenty-four hours prior to the event along with the following information solely to ensure:

(a) The area is not otherwise scheduled; and

(b) To give the college an opportunity to assess any security needs:

(i) The name, address, and telephone number of a contact person for the individual, group, entity, or organization sponsoring the event;

(ii) The date, time and requested location of the event;

(iii) The nature and purpose of the event; and

(iv) The estimated number of people expected to participate in the event.

NEW SECTION

WAC 132W-112-127 Distribution of materials. College groups may post information on bulletin boards, kiosks and other display areas designated for that purpose, and may distribute materials throughout the open areas of campus, in compliance with WVC policy 200.180, distribution of materials. Noncollege groups may distribute materials only at the site designated for noncollege groups. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information.

NEW SECTION

WAC 132W-112-135 Trespass. (1) Noncollege groups who violate these rules, or whose conduct jeopardizes the health or safety of others, will be advised of the specific nature of the violation, and if they persist in the violation, will be requested by the campus president or designee to leave the college property. Such a request will be deemed to withdraw the license or privilege to enter onto or remain upon any portion of the college facilities of the person or group of persons requested to leave, and subject such individuals to arrest under the criminal trespass provisions of chapter 9A.52 RCW or municipal ordinance.

(2) Members of the college community (students, faculty, and staff) who do not comply with these regulations will be reported to the appropriate college office or agency for action in accordance with established college policies.

(3) When the college revokes the license or privilege of any person to be on college property, temporarily or for a stated period of time, that person may file a request for review of the decision with the vice president of administration or designee within ten days of receipt of the trespass notice. The request must contain the reasons why the individual disagrees with the trespass notice. The trespass notice will remain in effect during the pendency of any review period. The decision of the vice president of administrative services or designee will be the final decision of the college and should be issued within five work days.

REPEALER

The following section of the Washington Administrative Code is repealed:

WAC 132W-112-100 Freedom of speech and assembly.