



District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Board Meeting

March 19, 2025

Wenatchee Campus - Zoom

MINUTES

ATTENDANCE

Trustees Present:

Steve Zimmerman, Acting Chair
Wilma Cartagena
Phylicia Hancock Lewis
Tamra Jackson (virtual)
Paula Arno Martinez (partial)

Also Present:

Cabinet Members
Faculty and Staff

BOARD WORK SESSION – 10:00 am

COMMUNICATION

Trustee Paula Arno Martinez nominated the Wenatchee Foundation for the ACCT Partner of the Year Award and Dr. Treat nominated Greg Jourdan for the Faculty Member of the Year Award.

The May board meeting falls on the same week of the ACT Spring Conference in Spokane. The trustees agreed to move the meeting to May 14, 2025.

REPORT FROM TRUSTEES

Trustee Wilma Cartagena reported on two bills that could impact community college boards: one proposes adding a student trustee, and the other involves appointing a labor trustee. Both have passed through the committee, but it's unclear whether they passed the final reading. Kim Tanaka was asked to look into what would happen if the bills passed. A public hearing is scheduled for March 20 regarding the student representative bill.

President Harrison shared that some institutions already have student trustees, but their ability to commit varies depending on their responsibilities and availability. As for labor representatives, some technical colleges already include them on their boards, but the outcomes have not been positive.

FINANCIAL REPORT

Fred reported an increase in the spending pacing, now at 80%. It's important to provide an update in advance between now and the next meeting. At the next meeting, Fred will present a projection of where the budget is expected to be, closely reviewing the numbers to ensure a clear understanding of the budget's direction.

	Revenue Forecast	Actual Expenses as of report downloaded on 03.11.2025	
1. 101 funds	23,875,273.00	11,316,057.54	
2. 146 - Running Start	8,211,909.00	287,080.00	
3. 148	2,473,248.00	1,271,102.02	
4. 149	7,535,525.00	8,941,750.19	
sub-total (Operating Revenue)	42,095,955.00	21,815,989.75	55.39%
Foundation	207,182.00		% spent
Anticipated base operating expense ==> 39,388,499.00			
Total Forecasted Revenue	42,303,137.00		
Pacing ==> 79.91%			

Calculating how we are pacing:

- Projected Operating Expense (07/01/2024 to 06/30/2025): \$39,388,499.00
- Expenses as of 03.11.2025: \$21,815,989.75
- Period covered so far (from 07.01.2024 to 03.11.2025): This period is from July 1st to March 11th, which is approximately 8.32 months (or 253 days) into the fiscal year.
- Percentage of the year elapsed: The fiscal year has 365 days, and we've covered 253 days, so...

Percentage of year elapsed	=	$\frac{253}{365}$	≈	69.3151%	or	8.32 months
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- Expected expenses by this time: Assuming that we would be spending evenly throughout the year, we would expect to have spent 69.32% of the total anticipated base operating expense by now:

Expected expenses by 03.11.2025 = 69.3151% X \$39,388,499.00 ≈ \$27,302,165.06

- Actual expenses as of 03.11.2025: We have spent ==> 21,815,989.75
- Pacing calculation: Divide the actual expenses by the expected expenses.

Pacing = $\frac{\$21,815,989.75}{\$27,302,165.06} \approx 79.9057\%$ <== Pacing at 79.91%

- Conclusion:** At this point in the fiscal year, we have spent approximately 79.91% of the budgeted amount, indicating that our expenses are tracking below the projected rate. From a pacing standpoint, we are in a favorable position, as current expenditures remain controlled relative to the anticipated rate and our projected operating expense of \$39,388,499.

Summary:

Operating budget (excluding Foundation):	42,095,955.00
Anticipated base operating expense:	39,388,499.00
Operating expenses as of 03.11.2025:	21,815,989.75
Percentage of the operating revenue spent as of 03.11.2025:	55.39%
Pacing favorably at:	79.91% <== this is good

LEADERSHIP REPORTS

Full leadership reports can be found in the board packet for March 19, 2025.

Instruction, Dr. Tod Treat: Applauded the team for their efforts and noted the success of the recent Dean's Retreats. Dean Andrew Tutor will be taking a leave of absence, and Dean Cal Goolsby will step in during this period. Cal has expressed that they feel very supported by the staff.

Student Affairs, Dr. Diana Garza: Ongoing efforts in Student Affairs to provide support and outreach, particularly in counseling services. There are strong mental health resources available, and emergency funds are being distributed through counseling services. The Mariachi Northwest Festival will be held March 26-28, 2025, with over 300 high school students expected on campus. A showcase will be held on March 28, and the main concert on March 29 at Wenatchee High School. Both student government groups have reviewed the Services & Activities (S&A) fees and are preparing to present their recommendations to the Board.

Administrative Services, Brett Riley: The State Auditors will arrive in the first week of April for the accountability audit. The audit will cover the years 2021 to 2024, focusing on how ctcLink evolved over that time. The financial statement audit with Davis Farr is ongoing, there is consideration of shifting it back to the State Auditor's Office, which initially lacked the bandwidth to take it on.

The Safety, Security Emergency Manager position was vacated by Maria Agnew (retirement) and will be filled by April 1. Coordinating the NWCCU visit, there is no additional information to share.

Human Resources, Lisa Turner: Focused on moving forward in aligning HR efforts with Priority 2: fostering a culture of excellence. Feedback is actively being gathered from various sources, and there's strong engagement across the college. The Collaborative Oversight group met last week, with participants eager to share their perspectives. Additionally, "Coffee with Cabinet" will return under a new name—Colleague Connection—to continue fostering open dialogue.

ASPIRE, Dr. Robin Angotti: The PACE Climate Survey will be released in April, and there's hope for strong participation and response rates. The first staff professional development session on data was recently held—it went very well and generated valuable suggestions. Dashboard production has been ramped up to support transparency and data access. Ongoing work in Institutional Research (IR) continues, with an emphasis on making data more accessible and actionable.

Omak Campus, Cal Goolsby: The Space Use Committee is actively exploring ways to better utilize the limited space at the Omak Campus. The Paschal Sherman Indian School has requested support from WVCO to provide instruction for their non-credentialed teaching staff. Working on becoming a key community anchor, there's interest in increasing campus visibility—possibly through banners and other signs with support from the PIO team. Planning continues for the Summer Teaching Institute, which is in the organizational phase. Janett Armstrong will be participating, and there's interest in partnering with her on a language initiative. A smaller group discussion will be held, as requested by President Harrison, to further develop these plans.

Wenatchee Foundation, Rachel Evey: The Knight at the Wild event was a great success, Alumni Week is scheduled for mid-May, with events in Wenatchee happening over four consecutive days, in partnership with ASWVCO. A big shout-out to Robin's team—her work-study student helped clean up and organize the alumni data list. The Foundation Board of Directors has approved \$8,000 for the Indian Summer Teaching Institute, which will help support this important initiative.

Strategic Enrollment & Student Success, Ellia Sablan-Zebedy: For Spring Quarter, there has been an increase in matriculated applications, which indicates a growing demand for WVC's services. However, there is also a significant number of fraudulent applications, which require considerable time and effort to review and verify. The team is actively working on updating policies and procedures to better manage this process moving forward.

Public Information, Marcine Miller: The team is focused on building strategic partnerships and leveraging digital and social media as effective, no-cost marketing tools. Efforts include highlighting faculty and staff, as well as sharing student experiences to strengthen engagement. Additionally, a new feature called "The College in the News" will showcase stories where WVC has been featured in the media, helping to further amplify the college's visibility and impact.

Grant Development, Jessica Perez Bravo: There have been no significant changes in the grant department since last month.

Title V & HSI Initiatives, Vanessa Saldivar: Have not received renewal and waiver for Title V, Title III have been reopened, and a designation letter has been received. The annual report deadline has been moved up by three weeks, and Vanessa is actively working to meet the new timeline.

President's Office, Dr. Faimous Harrison: Presidents and chancellors across the state have been meeting regularly to discuss budget challenges. There is an appreciation for the advocacy and efforts happening at the state level. However, it's important to recognize that budget challenges tend to arise every 3–4 years. This cycle calls for a deeper look beyond surface-level data. To address this, budget information will be presented at the upcoming all-staff meeting, with an emphasis on transparency and forward planning. There is an importance of maintaining and growing reserves. Many of our programs are funded with soft funds and there is no current business model to institutionalize them. Potential options on the table include furloughs, layoffs, and emergency leave without pay. A temporary hold on certain business practices has been requested to reassess and realign operations. As part of this process, existing financial gaps will become more visible, guiding future decision-making.

LEADERSHIP DEVELOPMENT

Aracely Mendoza presented on WVC concurrent Enrollment and the work the program is doing with local high schools.

ACTION

Action items for the regular meeting: tenure review and policies. The trustees have opted to table the Student Code of Conduct until there is more clarity from the Assistant Attorney General. Dr. Garza will present changes to the code of conduct at the next trustee meeting.

EXECUTIVE SESSION

The Board entered an Executive Session at 1:41 to discuss issues related to personnel. The Executive Session lasted 60 minutes and ended at 2:41.

REGULAR BOARD MEETING

CALL TO ORDER: 3:00 P.M.

LAND ACKNOWLEDGMENT

APPROVAL OF MINUTES

February 19, 2025, Regular Board Meeting Minutes

Trustee Phylcia Hancock Lewis moved that the minutes of the February 19, 2025, Regular Board Meeting be approved. The motion was seconded by Trustee Wilma Cartagena and carried unanimously.

MOTION NO. 2388

MODIFICATION OF AGENDA

Trustee Cartagena moved to table the Student Code of Conduct as an action item. The motion was seconded by Trustee Hancock Lewis and carried unanimously.

MOTION NO. 2389

CELEBRATING SUCCESS

Okanogan Co. Scrubs Camp

On February 28th the Wenatchee Valley College Omak Campus welcomed 121 students plus counselors, teachers, and parents to our annual Okanogan County Scrubs Camp – a hands-on learning experience for students to step into the realm of health sciences on a college campus. Students, mostly seniors and juniors in high school, came from Omak, Brewster, Tonasket, Grand Coulee, Winthrop, Okanogan, and Oroville.

Initial applications showed interest from more than 150 students with more than 140 student permission slips turned in. After limiting the total number - due to space constraints - we accepted 125 students to attend the event. Students were placed into one of six tracks and completed four hands-on training sessions throughout the day. These sessions included Nursing, Medical Lab Technician/Phlebotomy, Pharmacy Technician, Medical Assistant, Emergency Medical Technician, Dental Assistant and Radiology Technologist.

Every discipline provided unique insights and hands-on learning experiences. These variety of learning opportunities were made possible through the community partners who volunteered time, staff, finances, equipment and other resources. This event involved more than 30 volunteers who led, planned and organized sessions with students.

Knight at the Wild

The Wenatchee Valley College Foundation and Associated Students of Wenatchee Valley College (ASWVC) sponsored Knight at the Wild on Friday, February 21. The Wenatchee Wild hockey game is an opportunity to increase WVC's visibility and engage the community. The event is a partnership between the sponsoring departments, recruitment and outreach, campus life, and ASWVC Omak.

Clubs and programs tabled in the Town Toyota Center concourse to share information and provide free giveaways. Tickets to the game were sold by ASWVC (Wenatchee and Omak) and the WVC Foundation. Two sections in the "Wild Zone" were for WVC students, alumni, and employees. The private suite was reserved for WVC employee donors, and hosted by the foundation.

New this year, the foundation did Chuck-A-Puck to fundraise for programs. Prior to the game, Knights Collective volunteers, a new program of the foundation, stuffed 300 bags for the fundraiser. Over \$1,000 was raised thanks to CAMP and ASWVC volunteers.

INTRODUCTION OF NEW EMPLOYEES

The following new employees were introduced: Carolina Curiel, Executive Assistant to the Foundation; Tara Addink and Nelson Rojas, Educational Planners.

SPECIAL REPORTS

Amber Watson, ASWVCO President

Edith Gomez presented on behalf of Amber Watson. A group of students will attend the Students of Color Conference at Green River Community College.

Dania Cuevas, ASWVC President

Dania Cuevas not present to provide a report.

Sharon Wiest, AHE President

Sharon Wiest did not add to her written report.

Wendy Glenn, Chief Steward WPEA

The contract was sent out for a vote on April 3, 2025, allowing members to decide on the proposed terms. If the Tentative Agreement is approved, WPA will work to secure funding through the legislature, and members will receive a 3% pay increase in June. If the agreement is not approved, members will not receive the 3% increase, and WPA plans to file an unfair labor practice complaint against OFM.

STAFF REPORTS

Brett Riley, Vice President of Administrative Services

Brett Riley did not add to his written report shared during the work session.

Dr. Tod Treat, Vice President of Instruction

Dr. Treat did not add to his written report shared during the work session.

Dr. Diana Garza, Vice President of Student Affairs

Dr. Garza did not add to her written report shared during the work session.

Lisa Turner, Interim Executive Director of Human Resources

Lisa Turner did not add to her written report shared during the work session.

Dr. Faimous Harrison, President

President Harrison did not add to his report.

PUBLIC COMMENTS

No comments

ACTION

Tenure Review

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. All tenure files were reviewed by the board of trustees and the files were discussed during the executive session.

Trustee Cartagena moved that faculty members Oluwaseun Akinterinwa, Andrew Behler, Allie Benn, Meagan Friesen, Hannah Leaf, Teri McIntyre, and Michelle McNally be granted second-year probationary status after the successful completion of three quarters and faculty members Carolina Calderon-Martinez, Sandra Colbert, Jim Lin, Elizabeth McGregor, Jazmin Ruiz, Anna-Marie Spagna and Holly Thorpe be granted third-year probationary status after successful completion of six quarters. In addition, ulty members Gretchen Aguilar, Kristen Baltz, Hillary Conner, Julie Fitch, Francisco Sarmiento-Torres, Branwen Schaub, Julie Smith and Nate Suhr be granted tenure status after the successful completion of nine quarters. The motion was seconded by Trustee Hancock Lewis and carried unanimously.

MOTION NO. 2390

Policy Review

The board of trustees reviewed the policies during the work session.

Trustee Hancock Lewis moved to approve the revisions to the following policies: 400.490, 400.000, 400.075, 400.230, 400.540 and 600.107. The motion was seconded by Trustee Cartagena and carried unanimously.

MOTION NO. 2391

ADJOURNMENT – 3:16 P.M.

Secretary _____ Date _____

Chair _____ Date _____