

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Board Meeting

April 16, 2025

Wenatchee Campus - Zoom

MINUTES

ATTENDANCE

Trustees Present:

Paula Arno Martinez, Chair
Wilma Cartagena
Phylicia Hancock Lewis
Tamra Jackson

Also Present:

Cabinet Members
Faculty and Staff

BOARD WORK SESSION – 10:00 am

COMMUNICATION

Due to board capacity will not be holding a board retreat in the spring.

The ACT Spring conference will be held in Spokane on May 21-22, 2025. Trustees Arno Martinez, Cartagena, and Hancock Lewis will be attending.

REPORT FROM TRUSTEES

Trustee Cartagena is the co-chair of the Legislative Action Committee, and they have Friday meetings with Legislative Director, Arlan Harris, and trustees are encouraged to contact local representatives to request to retain funding for community colleges. Trustee Arno Martinez is running for the ACT President Position, Trustee Cartagena reminded others to turn in their proxy ballots.

The ACCT Leadership conference is requesting proposals. Trustee Cartagena encouraged the college to submit a proposal. The theme is “Reimagining Community Colleges”, an opportunity for rural colleges to highlight the work that they are doing.

FINANCIAL REPORT

Spending is pacing at 85%, following the pattern from the last three years.

	Revenue Forecast	Actual Expenses as of report downloaded on 04.15.2025
Revenue Forecast:		
101 Funds-		
• Our state allocation is projected to be \$23,875,273 including provisos and program funding. This also includes the \$531,273 reduction in allocation from the OFM accounting error.	1. 101 funds (\$24,534,248 - \$531,273) 24,002,975.00	14,528,877.60
	2. 146 - Running Start 8,211,909.00	321,008.16
	3. 148 2,473,248.00	1,398,656.45
	4. 149 7,535,525.00	10,274,342.79
	sub-total (Operating Revenue) 42,223,657.00	26,522,885.00
	Foundation 207,182.00	
		67.34%
149 Funds-		
• Tuition forecast is \$7,535,525 for the academic year 2024-25. This reflects a 2.5% increase in tuition rate based on SBCTC action and a 2% increase in tuition bearing enrollment.	Anticipated base operating expense ==>	39,388,499.00
	Total Forecasted Revenue	42,430,839.00
148 Funds-		
• Fee revenue is projected to come in at \$2,473,248. Fee revenue reflects the approved changes to the fee schedule and enrollment growth.	Pacing ==>	85.05%
146 Funds-		
• Revenue from Running Start continues to increase in the near term. We are expecting FY25 Running Start revenue to come in at \$8,211,909. This number reflects an approximate 170 FTE increase in enrollment and an average 4% increase in reimbursement rate from the school districts.	Calculating how we are pacing:	
	1. Projected Operating Expense (07/01/2024 to 06/30/2025): \$39,388,499.00	
	2. Expenses as of 04.15.2025: \$26,522,885.00	
	3. Period covered so far (from 07.01.2024 to 04.15.2025): This period is from July 1st to April 15th, which is approximately 9.5 months (or 289 days) into the fiscal year.	
	Percentage of the year elapsed: The fiscal year has 365 days, and we've covered 289 days, so...	
	Calculation: $\frac{289}{365} \approx 79.1781\% \times 12 \approx 9.5$ months	
	4. Expected expenses by this time: Assuming that we would be spending evenly throughout the year, we would expect to have spent 79.18% of the total anticipated base operating expense by now:	
	Expected expenses by 04.15.2025 = $79.1781\% \times \$39,388,499.00 \approx \$31,187,058.11$	
	5. Actual expenses as of 04.15.2025: \$26,522,885.00	
	6. Pacing calculation: Divide the actual expenses by the expected expenses.	
	Pacing = $\frac{\$26,522,885.00}{\$31,187,058.11} \approx 85.0445\%$	<= Pacing at 85.05%
Other-		
• \$207,182 in WVC Foundation sourced funds dedicated to specific endowed agriculture and allied health instruction and equipment.		
Base Operating Revenue-	\$42,303,137	
WVC has anticipated 2024-25 operating budget of \$39,388,499		
	7. Conclusion: We've spent approximately 85.05% of what we would have expected to spend by this point in the year, meaning that we are pacing below projected expense rate. We are in a good position, as our expenses are currently under control relative to the anticipated base operating expense of \$39,388,499.	

LEADERSHIP REPORTS

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

Instruction, Dr. Tod Treat: Attended the HOEPP graduation in Pasco, WA.

The Guided Pathway Steering Committee has been building programming maps and will have a different set of degree maps next year. Dr. Treat recommended having the steering committee present to the trustees for leadership development.

Student Affairs, Dr. Diana Garza: Student Government is reviewing the Student and Activities budget and will be presented at the May board meeting. Dr. Garza has been in communication with AAG Bozart regarding the process for the student code of conduct. His recommendation was not to proceed with the current process. Need to convert to the 2020 code of conduct.

Language options for the graduation ceremony were discussed. Trustee Cartagena commented that ideally, the ceremony would be in English with an option to provide interpretation in their preferred language using technology. This would streamline the translation and does not have a jarring process that is distracting. The time factor also needs to be considered. Suggestions for consideration from some cabinet members are language justice – mixing the language to uplift everyone and incorporating culture.

Administrative Services, Brett Riley: SBCTC is looking at centralizing accounting services, currently, 17 colleges are using an accounting firm, totaling over 2 million. A white paper has been shared with the committee and will be presented to BAC and then WACTC for consideration.

Capital projects are moving forward as expected. The capital for the CTEI building has been adjusted and the 4 million COP will not be executed.

Human Resources, Lisa Turner: April has been training month, invited the trustees to attend one of the training courses. The Omak training will be on May 16 (supervisor and civility).

ASPIRE, Dr. Robin Angotti: Dr. Angotti highlighted the work of her team, specifically the heat maps that a student worker created. The ASPIRE is also working on a report of course success over time.

Omak Campus, Cal Goolsby: Dean Cal travels to Wenatchee every couple of weeks and has office hours. Will be working with Dr. Angotti to create a dashboard for the Omak Campus.

Wenatchee Foundation, Rachel Evey: Inaugural alumni week will be the week of May 12, shout out to ASPIRE for cleaning up the alumni database. Spring appeal will be launching – the goal is to raise \$15,000 for the Knights Care Fund.

Strategic Enrollment & Student Success, Ellia Sablan-Zebedy: Spring quarter numbers: 10.6% increase in FTE when compared to last spring. Running start is up by 167 and state is up by 138 FTE. Gearing up for summer and fall quarter and working with Marcine on how to target students.

Public Information, Marcine Miller: The Public Information Office has a marketing campaign underway for the BAS in Mental Health program, Machining, and the Medical Lab Technology program. PIO has also been highlighting the media coverage the college has been receiving.

Grant Development, Jessica Perez Bravo: All grants continue to be funded and running as normal.

Title V & HSI Initiatives, Vanessa Saldivar: Reassigned to a new program specialist with the US Department of Education. Dean's Day will feature Dr. Gina Garcia. Her all-campus presentation will provide an opportunity for the college to reflect on what it means to be an HSI.

President's Office, Dr. Faimous Harrison: Presidents and chancellors across the state have been meeting regularly to discuss budget challenges. Legislators are championing an online college and Presidents and Chancellors are concerned about enrollment numbers; are rural colleges do not have the resources to promote. The bill died with the caveat that the colleges do not have recruiting territories.

LEADERSHIP DEVELOPMENT

Rosanna Linares presentation was tabled to the May meeting.

Nancy Spurgeon and Ruben Betancourt presented on the Area Health Education Center and the work they are doing in Central Washington.

FIRST READ

Brett Riley presented the Fee Schedule for first read. Instruction technology fees had not been updated prior to COVID.

Dr. Garza presented the 2026-2027 Academic Calendar for first reading.

ACTION

Action items for the regular meeting: New policy: 000.170 Public Records, rescind policy: 600.205 Public Records Disclosure and revised policy: 400.080 Academic Adjustments & Auxiliary Aids for Students with Disabilities.

EXECUTIVE SESSION

The Board entered an Executive Session at 2:15 to discuss issues related to personnel. The Executive Session lasted 30 minutes and ended at 2:45.

REGULAR BOARD MEETING

CALL TO ORDER: 3:00 P.M.

LAND ACKNOWLEDGMENT

APPROVAL OF MINUTES

March 19, 2025, Regular Board Meeting Minutes

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

MOTION NO. 2392

CELEBRATING SUCCESS

All-Washington Academic Team

The following WVC students were named to the 2025 All-Washington Academic Team. These students reflect academic excellence and community service throughout the state and receive scholarships to continue their education. The All-Washington Academic Team will be recognized in Olympia on April 24.

Micah Lee of Twisp completed a WVC Medical Assistant degree in 2024 and is currently awaiting acceptance into the new Bachelor of Behavioral Health program at WVC. “After completing my bachelor's, I hope to get my Master of Social Work from Eastern Washington University,” Lee said. “WVC has been life changing, and I am so grateful for the support and education I have received.”

Keira Martinez-Pinoargote of East Wenatchee is a Running Start student and working to complete her transfer degree. “In high school, I joined Running Start, determined to graduate with both my diploma and an associate degree,” she said. “My love for neuroscience and nutrition comes from a deep curiosity about the human body because of my multiple food allergies. Now, I’m excited to continue my educational journey by transferring to a four-year university and working towards becoming a physician assistant.”

Charlee Buchert of Okanogan is studying at WVC to become a registered nurse. This year, she embraced the role of mentor for two new Running Start students, guiding them through their first quarter of college through WVC’s Running Start Mentorship Program. She embodies academic excellence through her studies and has consistently been named to the quarterly President’s List. Charlee said she’s looking forward to taking what she has learned at WVC and applying it to Grand Canyon University, where she will transfer this fall.

National Vietnam War Veterans Day Ceremony

Hundreds of community members attended the National Vietnam War Veterans Day ceremony on March 29 on the Wenatchee campus to honor the service and sacrifice of Vietnam War veterans and nurses. The event included the Color and Honor Guards from the Wenatchee Valley VFW and American Legion presenting colors, and performances by the Apollo Club and the Wenatchee Valley Symphony. Mayors Mike Poirier and Jerrilea Crawford also presented 50th anniversary pins to qualifying veterans in attendance.

Sarah Boldizar, the student employment coordinator, helped to coordinate the event, which was a partnership between American Legion Post 10, VFW Post 3617, and the college.

Derek Sheffield Washington State Poet Laureate

Professor Derek Sheffield of the English department has been named as the Washington State Poet Laureate by Governor Bob Ferguson. A celebration of the start of Sheffield’s term, the “Passing of the Laurel” event, will be held on Wednesday, April 30, at 7 p.m. in The Grove Recital Hall, Music and Art Center. Professor Sheffield will serve as poet laureate for a two-year term, traveling around the state to build awareness and appreciation of poetry through readings, events, and projects. The laureate visits schools, museums, and other community spaces.

With a heart for students, Professor Sheffield has served as the advisor of WVC’s literary journal *Mirror Northwest* (1999-2012), Chair of the Sustainability Committee (2005), and coordinator of WVC’s Visiting Writers Program. Professor Sheffield has won the WVC Excellence in Teaching Award five times, served as commencement speaker not once but twice, and won the Linda Schultz Herzog Faculty Member of the Year Award in 2016.

INTRODUCTION OF NEW EMPLOYEES

The following new employees were introduced: Aaron Sheppard, Director of Safety, Security and Emergency Management and Norma Scovill, Events Coordinator.

SPECIAL REPORTS

Amber Watson, ASWVCO President

Amber Watson was not present to add to her written report.

Dania Cuevas, ASWVC President

Rob Villa provided an update on event happening at the Wenatchee campus on behalf of Dania Cuevas

Sharon Wiest, AHE President

Sharon Wiest shared that she had heard through a community member who is connected to school districts in the area that the WVC Omak campus was closing – rumor needs to be debunked as Omak is growing. The faculty are paying close attention to national and local economic news. Faculty are committed to providing services to our students.

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. The contract was ratified and will go into effect on July 1 with a 3% increase and 2% the following year. The union is requesting that the legislature fund the increase.

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

Action items were reviewed in detail during the board work session

Policy Review

New Policy: 000.170 Public Records

Rescind Policy: 600.205 Public Records Disclosure

Revised Policy: 400.080 Academic Adjustment & Auxiliary Aids for Students with Disabilities.

Trustee Cartagena moved to approve new policy 000.170 Public Records, rescind policy 600.205 Public Records Disclosure and revise policy 400.080 Academic Adjustment & Auxiliary Aids for Students with Disabilities. The motion was seconded by Trustee Hancock Lewis and carried unanimously.

MOTION NO. 2393

ADJOURNMENT – 3:21 P.M.

Secretary

Date

Chair

Date