



**BOARD WORK SESSION  
May 14, 2025**

10:00 A.M. – Board Work Session .....	Maguire Center/Zoom
Zoom Link: <a href="https://wvc.zoom.us/j/81504557103">https://wvc.zoom.us/j/81504557103</a>	
3:00 P.M. – Board of Trustees Meeting.....	Maguire Center/Zoom
Zoom Link: <a href="https://wvc.zoom.us/j/85485160089">https://wvc.zoom.us/j/85485160089</a>	

**AGENDA**

<u>TIME</u>	<u>AGENDA</u>	<u>PAGE</u>
10:00 am	COMMUNICATIONS <ul style="list-style-type: none"> <li>• ACCT Leadership – October 22 – 25, 2025, New Orleans</li> <li>• June 11, 2025, Board of Trustee Meeting - Nespelem</li> </ul>	
10:05 am	REPORT FROM TRUSTEES	
10:10 am	FINANCIAL REPORT – Fred Neghabat	
10:15 am	PRESIDENT'S REPORT – President Harrison	1
11:15 am	LEADERSHIP REPORTS <ul style="list-style-type: none"> <li>• Instruction: Dr. Tod Treat</li> <li>• Student Affairs: Dr. Diana Garza</li> <li>• Administrative Services: Brett Riley               <ul style="list-style-type: none"> <li>○ Capital Projects Update</li> </ul> </li> <li>• Human Resources: Lisa Turner</li> <li>• ASPIRE: Dr. Robin Angotti</li> <li>• Omak Campus: Cal Goolsby</li> <li>• Wenatchee Foundation: Rachel Evey</li> <li>• Strategic Enrollment &amp; Student Success: Ellia Sablan-Zebedy</li> <li>• Public Information: Marcine Miller</li> <li>• Grant Development: Jessica Perez Bravo</li> <li>• Title V: Vanessa Saldivar</li> </ul>	5 11 15 17 23 25 28 31 34
12:00 pm	LUNCH	
12:30 pm	LEADERSHIP DEVELOPMENT <ul style="list-style-type: none"> <li>• MESA Program, Rosana Linares</li> </ul>	
1:00 pm	POST-TENURE REPORT <ul style="list-style-type: none"> <li>• Brigid Chvilicek</li> </ul>	37
1:20	FIRST READ <ul style="list-style-type: none"> <li>• 2025 - 2026 ASWVC &amp; ASWVCO S&amp;A Budget</li> <li>• 2025 - 2026 Tuition and Fee</li> <li>• 2025 – 2026 Tuition and Fee Waivers</li> </ul>	42 57 59
1:40 pm	BOARD MEETING AGENDA REVIEW	
1:45 pm	ACTION <ul style="list-style-type: none"> <li>• 2026 – 2027 Academic Calendar, Dr. Diana Garza</li> <li>• 2025-2026 Student Fee Schedule, Brett Riley</li> <li>• Policy Review:               <ul style="list-style-type: none"> <li>○ 500.405 Service Animal Policy – Update</li> <li>○ 000.110 Grants and Contract Policy – Update</li> <li>○ 400.085 Course Substitution or Waiver Because of a Disability Policy - Update</li> <li>○ 400.540 Intercollegiate Athletics Policy - Update</li> <li>○ 400.500 Student Clubs &amp; Organizations Policy - Update</li> <li>○ 400.550 Intramural Sports Policy - Update</li> <li>○ 400.150 Computer Lab Use Policy – Update</li> <li>○ 400.460 Childcare Grants Policy - Rescind</li> </ul> </li> </ul>	69 73 83
2:00 pm	EXECUTIVE SESSION	

BOARD OF TRUSTEES MEETING  
**May 14, 2025**  
3:00 P.M. – Zoom  
Zoom Link: <https://wvc.zoom.us/j/81473573270>

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**AGENDA**

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400.460 Childcare Grants Policy - Rescind	

**ADJOURNMENT**

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

## PRESIDENT'S REPORT



### Agenda Topics:

1. **State Auditor's Office, Four-Year Financial Audit will be completed by June 30, 2025.**
2. **State or Federal Grants that are currently part of President Trump's Executive Orders that are being considered or have been cancelled or excluded within the Federal Budget thus far:**
  - i. 2026 budget released by the White House eliminates of Trio and GearUp programs
  - ii. AmeriCorps Program Termination (Termination letter attached).
3. **Projected revenue reductions or paybacks including all sources for the 2025-26 academic year will be approximately \$2,000,000,00, and up to \$8,000,000 depending on the potential loss of federal grants, WVC share of the 360 million passes through dollars that go through the state board, and if we must be certified.**

**Note:** The implications of these potential budgetary reduction decisions could have an adverse impact and employee reduction in salaries (staff, administrators, and faculty) as much as 25% for the 2025-26 academic year. The ramifications are worse for the college and technical colleges that do not have a healthy reserve.

4. **Draft 2025-27 Proposed SBCTC Budget (20 business days Governor's clock has started):**
  - i. *Compensation*
    - I-732 COLA: 3.0% FY26 and 2.7% FY27, per SSB 5790 using the implicit price deflator
    - WFSE/Non-Represented Staff: 3.0% FY26 and 2.0% FY27
    - WPEA COLA: Not funded
    - Estimated fund split: 79% near general fund state and 21% tuition
  - Reductions*
    - Base funding reductions are approximately 1% (before taking into consideration possible pass through or direct reductions federally)
    - Bucket Funding and DEI Reductions are currently approximately \$180-\$200K
    - Duplicated fund correction: -\$19.9M FY26 and -\$28.5M FY27
    - Higher ed general fund reduction: ~6.1M/year
    - -\$632,000/year eliminates the inflationary increase for Centers of Excellence that was provided in the 2023-25 biennium
    - -\$2.5M/year eliminates the workforce development CDL truck driver training funding
    - -\$3.0M/year eliminates career launch enrollment funding
    - -\$2.7M/year eliminates funding provided to expand financial aid outreach with CBO
    - -\$2.0M/year reduction to healthcare opportunity grants
    - ~\$2.3M/year reduction to cybersecurity enrollments
  - Tuition Rates for AY25-26*
    - Adopted by the State Board includes the maximum allowable increase to tuition operating fees of 3.3%. The full schedule is available on the website: <https://www.sbctc.edu/colleges-staff/programs-services/tuition-fees/>

**5. Allocation Model Review Projections and 4-Year Proposed Transitional Plan.**

- i. See Attachment - Draft FY26 Projections and 4-Year Proposed Transitional Plan.
- ii. See Attachment - 2025 Allocation Model Review Task Force Survey
- iii. *As of April 28, 2025*, Salary Reductions (One time?) for the 2025-26 Academic Year:
  - System Salary Reductions: \$10,268,000.00
  - WVC Salary Reductions: \$196,023.00
- iv. Timeline

**6. Northwest Commission on Colleges and Universities Accreditation Updates**

**i. Special AdHoc Visit Next Steps:**

- Corrections of Errors of Facts
- Recommendations may be sent from the team to the NWCCU Commissioners for review and possible action at the summer meeting scheduled from July 7 to July 11, 2025, in Seattle, WA.
- Recommendation Options Are:
  - Determine that the NWCCU accreditation status of the institution does not warrant a change (There would still be a focus on the Year 7 – Evaluation of Institution Effectiveness (EIE) Self-Evaluation Report).
  - Request additional information from the institution before making a decision. Or
  - Take an accreditation action as described in the Accreditation Actions Policy if out of compliance, may include:
    - Notice of Concern (expectations would be clearly defined)
    - Sanctions Options
      - Warning
      - Probation
  - Note: Visit NWCCU Policies | Accreditation Actions for more info.
- If warranted, I plan to go to Seattle for an in-person meeting.

**ii. Year 7 - Evaluation of Institutional Effectiveness (EIE) Self-Evaluation Report and an on-site visit in Spring 2026. The visit will be conducted on April 22-24, 2026.**

- Note: This will be a combination of Year 6 and 7, since we recently had a Special AdHoc Visit.
- Year 6 - Year Six Policies, Regulations, and Financial Review.

**7. All District Meeting Possible Topics (Not Finalized): Friday, June 6, 2025:**

- i. Four Focused Topics (Budgets, Accreditation, Financial Health, Advancing WVC)
  - WVC Business Model a Historical Lens – How did we get here again?
  - Budget Model Better Practices.
  - Allocation Model Review Committee (Earmarks, Provisos, Safe Harbor, etc.),
  - Washington State Budget Update and Impact on WVC.
  - Snapshot of loss revenue for 2025-26 compared to 2024-25 (excluding federal reductions).
  - Phases of Revenue Reductions

**8. End of Year Celebration: Friday, June 13, 2026.**

**9. SBCTC Executive Director Update:**

- i. Interviewing the five finalists the week of 5/5-5/9/2025

**10. April 25, 2025, In-Person Meeting with DEOC, WACTC Equity, WACTC, and SBCTC:**

- i. See DEOC + WACTC PowerPoint

ii. **DEOC After Meeting Requests:**

- Mapping next steps and seeking guidance and full engagement from SBCTC as they are the reporting agency for our ctc system.
- Focused effort on shifting towards the culture of alignment (how we are oriented – individual vs. collective)
- Guidance and system-wide leadership and guidance is requested.

**11. Commencement/Graduation Update:**

i. **Walk through**

ii. **Progress towards language options**

- Tech-Assisted Full Spanish Translation
- Tech-Assisted Mixed Language Ceremony
- ~~Mixed Language Ceremony~~
- ~~Full Spanish Translation~~

**12. Signed in to show Wenatchee Valley College’s commitment and support of the Advancing Board Excellence (AGB), Reaffirming the Independence of Higher Education Governance: A Call to Action.**

**Background Principle:**

This principle has since safeguarded the ability of higher education to serve society impartially, fostering discovery, innovation, and civic leadership free from transient political pressures.

Today, the independence of governing boards—the foundation of institutional autonomy—faces renewed and expanding challenges. These include not only efforts to condition public funding on political compliance or ideological conformity, but also attempts to control fundamental institutional decisions that are the rightful purview of boards, such as determining whom to admit, whom to hire, and how to fulfill an institution’s mission in service to its students and communities.

We, the undersigned, affirm:

- That governing boards must retain independent authority to fulfill their fiduciary duties without political interference.
- That higher education’s strength lies in its diversity of thought, freedom of inquiry, and insulation from political orthodoxy.
- That preserving institutional autonomy is essential for the vitality of American democracy, economic innovation, and global leadership.

# Chelan-Douglas Community Action Council

620 Lewis Street \* Wenatchee, WA \* 98801

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[www.cdcaac.org](http://www.cdcaac.org)

Date: April 28, 2025

To : Chelan Douglas Community Action Council AmeriCorps Members and Host Site Supervisors

From: Liz Drath, AmeriCorps Director, Sara Brito, Deputy Director and Alan Walker, Executive Director

RE: AmeriCorps Program Termination

Notification was delivered from the Department of Government Efficiency (DOGE) on Friday afternoon (April 25) announcing the termination of AmeriCorps funding. This impacts over 32,000 AmeriCorps members and staff at over 1000 organizations in all federal legislative districts.

Here is what we know:

- All AmeriCorps member activities are to cease immediately.
- Service hours after April 25, 2025 cannot be recorded in eGrants/America Learns
- Update your services hours in America Learns through April 25 so we can process your stipend, we plan to issue the stipends on May 1<sup>st</sup>. Please submit time sheets as soon as you are able to.
- Final performance evaluations are not required to be completed.
- We, CDCAC, have 30-days to officially exit members from the program. There is much uncertainty at this time, based on legal counsel advise, we do not plan to exit members immediately unless individual members request to be exited. Once exited from the program, we cannot reinstate a member without the service period starting over.
- As required in the notification, the reason members are exited will be for compelling personal circumstances (CPC). We will document that the member was exited for compelling personal circumstances due to the agency's termination of the grant and program closure.
- The education service award will be pro-rated as of April 25, 2025.
- If you have medical coverage through AmeriCorps, that coverage ended April 25, 2025.
- You may choose to volunteer with your Host Site, just not as an AmeriCorps member.
- Do not wear/use any AmeriCorps branded products.

In times like this – we ask that you take care of yourself and your other team members. Ask for help if you need it and we will do what we can. As we learn more we will provide updates.

Thank you for your service,

Liz, Sara and Alan

Dr. Diana Garza, Vice President of Student Affairs

## STUDENT AFFAIRS REPORT

May 2025

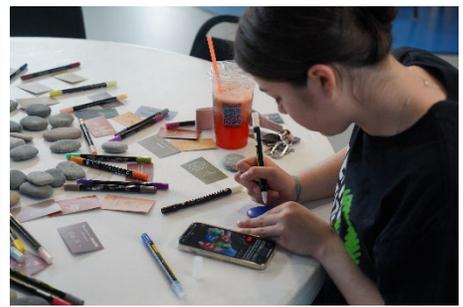
### Counseling & Student Support

#### Events

##### April

##### April 29th | De-Stress Fest

Counseling recently hosted their 3<sup>rd</sup> annual De-Stress Fest at the Student Rec Center and it was a success! Between Omak and Wenatchee Campuses, we had approximately 84 attendees, both students and staff. The event offered students and staff a much-needed opportunity to relax and recharge during a busy academic period. With a variety of engaging activities such as yoga sessions, arts and crafts, reading corner and free snacks, the event created a warm, welcoming atmosphere that promoted mental wellness and community bonding. Feedback from attendees was overwhelmingly positive, with many expressing appreciation for the thoughtful planning and inclusive nature of the event. Overall, the De-Stress Fest successfully fulfilled its goal of providing a relaxing, restorative break for all who attended.



##### May

##### May 1<sup>st</sup> | Mental Health Awareness tabling event

May is mental health awareness month. The Counseling team kick-offed the month with a tabling event in efforts to promote awareness and reduce the stigma of mental health. Pins and bracelets, as well as information were handed out to over 150 students, staff and faculty to show support. Allycia also held this event at the Omak campus, and over 20 students, staff and faculty attended. Additional events will be held in the month of May to promote awareness.



AWARENESS MONTH	
MAY '25	
<b>01</b> THURS	<b>MENTAL HEALTH AWARENESS TABBING</b> Everyone is welcome to join us to start the conversation around mental health. You will receive free awareness pins and bracelets. 9 AM - 1 PM WVC FOUNTAIN
<b>13</b> TUES	<b>CHANNEL YOUR PAIN THROUGH ART AND POETRY</b> Express your feelings and emotions through your own art and poetry. You can use any materials you want. You can also use any supplies we have on hand. This is a great opportunity to show your creativity and talent. 11 AM - 1 PM VAN TASSELL CENTER RM. 2024
<b>27</b> TUES	<b>WELLNESS EXPO</b> Get your health checked, learn more about your health and meet some amazing people who are passionate about mental health. 10 AM - 1 PM WVC FOUNTAIN

##### May 13<sup>th</sup> | Channel Your Pain Through Art and Poetry event

As part of mental health awareness, Martha Flores, local community artist and prior board member will present and provide an activity on how to channel your pain through art and poetry.

## May 27<sup>th</sup> | Wellness Expo

WVC counseling will host a tabling event around the fountain with community mental health agencies and WVC support services.

# Student Life & Leadership

## Wenatchee Campus Student Life

### Updates & Events

**SOCC (Student of Color Conference):** Five students applied to go to the Student of Color Conference in Auburn. Students participated in multiple sessions, engaged with other students from different colleges in Washington, and had the opportunity to be a part of the night events.

**Easter Egg Hunt:** The ASWVC Student Senate hosted an Easter Egg hunt on campus. 200 small easter eggs were hidden around campus inside buildings. Six golden eggs were hidden with a message inside to claim a prize at the Student Senate office. We had six students find them.

**Fun Run/Earth Day:** The ASWVC Student Senate volunteered at the Fun Run event that was hosted on campus. They made sure runners were staying on the course. The Student Senate also assisted in the Earth Day event with the Sustainability Committee.

**Senate Hiring:** The Student Senate application has been sent out to students to their emails. Printed ones are in the Campus Life Office. If students have questions, they can contact Rob Villa.

**Spring Showcase:** Student Clubs, Departments, ASWVC, and community members tabled around the fountain to share resources to students and ways to get involved.

**Graduation Reminder:** Email was sent out to students to remind them about the deadline for cap & gown orders April 30<sup>th</sup>, June 10<sup>th</sup> and 11<sup>th</sup> will be cap and gown pick up for students that ordered through Oak Hall, and an information session on June 12<sup>th</sup> to go over graduation logistics with students.

### Future events:

**Apple Blossom Parade** | May 3: Students, staff, and faculty are invited to march. A campus-wide sign-up sheet has been distributed, and personal invitations were extended during the Spring Showcase.

**Laser Tag** | May 12: Student Rec Center, 7–9 p.m.

**Basketball Tournament** | May 15: Student Rec Center, 3–5 p.m.

**Kickball Tournament** | May 28: Soccer Practice Field, 3–5 p.m.

## Omak Campus Student Life

### Updates

#### Senate Hiring Process

Interviews to select Next's years senate team as scheduled for May 12<sup>th</sup>, 13<sup>th</sup> and 15<sup>th</sup>.

### Events

**Asian American & Pacific Islander Heritage Month:** Event's celebrating Asian American & Pacific Islander Heritage Month will occur on both campuses. Both events will bring culturally enriching experiences, including books from Terisa Siagatonu, an award-winning Samoan activist and poet. The Omak event will take place May 7<sup>th</sup> and The Wenatchee event on May 8<sup>th</sup>, both at 1pm.

**Easter Egg Hunt (April 22<sup>nd</sup> & 23<sup>rd</sup>):** Student Government hid over 200 eggs across campus, including 12 golden eggs, with gift cards awarded to the finders.

**Alumni Block Party:** Preparations for Omak's Alumni Block Party are on their finalizing stages, featuring

activities such as mini golf, Indian tacos, a dunk tank, and much more. The event will take place on May 16<sup>th</sup> from 3-6pm. Apple Avenue will be closed to accommodate all the activities.

**Mental Health Month:** Student Government is partnering with the counseling department to bring a couple of events to celebrate Mental Health Month. There will be a mental health awareness and tabling on Thursday May 1<sup>st</sup>, Vision Board and Wellness Expo on May 14<sup>th</sup> and a guided meditation featuring chroma harmonics on May 29<sup>th</sup>.

**Snow@O Presentation:** The Omak nursing club hosted RN, Grazia McFadden to speak about opioid use disorder treatment, overdose prevention and stigma. This event took place on April 23<sup>rd</sup> from 11:30am-12:20pm and went well.

**MASK Omak, Hygiene and Food Drive+**

## Future Events

**Pride Month:** The Senate is planning a mini carnival to celebrate Pride Month the first week of June.

**End of Year Trip-** The senate is planning their end of year trip to be in Spokane with activities such as an escape room and the Wonderland Fun Center.

The Omak MASK Club is organizing a hygiene and food drive for their community service event and will donate the items to the Omak food pantry.

**CEK Motors & Mocktails:** The community Engaged Knights club will be participating in and tabling in Omak's first Motors & Mocktails community event. This event is all about cruising the main street, visiting sidewalk vendors and enjoying a tasty mocktail. All trucks, cars, bikes and scooters are welcome.

## Athletics

### Nike Basketball Camps (July 21 – Aug 1)

Two simultaneous, week-long camps will run in Smith Gym and the SRC. Nike is handling national promotion and registration; once their microsite is live, we'll layer on local outreach through WVC and Bighorns channels.

### Community Engagement

- **May 23-24 | Sunflower Festival (Omak):** Men's and women's basketball teams will host youth clinics and work festival booths. A \$5 k gift from the Colville Tribe covers shirts, lodging, and gives both programs a chance to reinvest in the community.
- **Corporate Partnerships:** WVC Athletics and the Bighorns are bundling sponsorship packages (scoreboard ads, camp naming rights, in-game promos) to strengthen FY 26 fundraising amid a tight budget outlook.

### Alumni & Donor Re-activation

- **Hall of Fame / Silent-Auction Banquet:** First combined event since 2022 will double as a fundraiser and all-sport reunion.
- **Booster Club Relaunch:** Early-stage planning with alumni leaders Sandy Coopriider and Greg Franz to provide consistent annual support and broaden community ties.

### Facilities

The multi-year baseball/softball renovation — including new infields and backstops — is complete. Next concept: an indoor turf-batting facility that would free SRC space for soccer and boost off-season recruiting.

## Competitive Snapshot

Team	Record	RPI/Rank	Notables
Softball	17-9	#6 NWAC RPI	Top-10 in HR, AVG, ERA; wins over #3 SW Oregon & #7 Walla Walla
Baseball	27-17	NAIA receiving votes	17-6 at home; league leader in triples & XBH
Women's Soccer	Spring friendlies	—	Hosted NIC; finish at Whatcom (May)
Men's Soccer	Spring friendlies	—	Alumni match May 17 at WVC
Volleyball	Spring tourney	—	Competes May 17 in Yakima

The chart above stacks wins and losses for softball and baseball to date—highlighting a strong home-field advantage for baseball and a balanced, road-tested softball squad.

With camps queued up, new revenue avenues forming, and facilities finally modernized, Athletics enters summer positioned for both competitive success and sustainable growth.

## Student Recreation Center

### April 2025 SRC & Outdoor Rec Snapshot

Metric	Count	Δ vs. Mar
Total scans	2,343	+600
Fit Lab	925	—
Student Rec	1,284	—
Athletics teams	134	—
Mission Ridge ski rentals	22 uses (11 passes)	Season-end weekends only—every slot booked
Riverfront Rock Gym rentals	30 uses (15 passes)	50 % of capacity

The chart above illustrates April scan volume by area.

### Events

#### Laser Tag | May 12, 7–9 p.m., SRC

Hosted by Student Senate; traditionally one of our largest attendance draws.

#### 3-on-3 Basketball | May 15, 3–5 p.m., SRC

Co-ed intramural; open to all students and staff.

#### Outdoor Intramural (sport TBD) | May 27, time/location TBA

Senate deciding between soccer, pickleball, or kickball.

### Recent Rentals & Programs

- **WHS Prom | Apr 26:** Smooth setup/teardown; strong community visibility.
- **De-Stress Fest | Apr 29:** Counseling used SRC; turnout solid and operations flawless.

### Staffing

- **April 1** all-staff training complete.
- Federal work-study shortfall cost us four student employees; team now at nine.

## Motorpool

### Trip Activity

<i>Vehicle</i>	<i>Total Trips</i>	<i>Instruction</i>	<i>Campus Groups</i>	<i>Trio</i>	<i>Puente</i>	<i>CAMP</i>	<i>Athletics</i>
<i>Buses</i>	9	—	—	1	1	1	6
<i>Vans</i>	21	9	4	—	—	—	8

### Financial Performance

<i>Vehicle</i>	<i>Net Position</i>
<i>Vans</i>	+\$1,107.42
<i>Buses</i>	+\$4,290.23

### Fleet Maintenance & Upcoming Work

- New tires on order for Van 54.
- Year-end van service (oil changes, interior deep-cleaning, full inspection) scheduled for June.
- Both buses will receive oil changes at the close of the academic year.

## Residence Life

### Move-Ins (late March – early April)

Three new residents joined the hall at the turn of the quarter, bringing spring occupancy to capacity and helping maintain a vibrant, fully engaged community.

### Spring Floor Meetings (April 7)

Resident Assistants met with their floors to outline spring programming, review policies, and highlight support services. Students who could not attend received all materials and updates via Canvas.

### Game Knight Social (April 10)

Residents gathered for dinner and an evening of board games, Wii matches, laser tag, giant Jenga, and Spike Ball—an energetic kickoff to spring-quarter community building.

### Easter Word-Search Giveaway (April 18–21)

A lighthearted activity invited residents to complete an Easter-themed word search; participants were rewarded with candy bags, adding a fun seasonal touch to the month.

### Spring Showcase Tabling (April 30)

Residence Life staffed an information booth at the campus Spring Showcase, promoting the Residence Hall and publicizing the upcoming 2025–26 housing application cycle.



## CAMP (College Assistance Migrant Program)

### CAMP Program Overview

CAMP currently serves **45 students** from seasonal or migrant farm-working backgrounds, offering comprehensive academic, career, transfer, and financial support to guide them through their first year and into their second.

## Progress Update

The team is finalizing grant objectives to ensure the entire cohort completes year one and re-enrolls for year two, maintaining full compliance with funding requirements.

## Upcoming Events (May 2025)

- **May 14–15:** Federal program evaluation by the U.S. Department of Education and Office of Migrant Education
- **May 16:** Alumni Week dance cohosted with TRIO, connecting alumni with current students
- **May 21:** Recognition luncheon for CAMP alumni graduating in June 2025
- **May 23:** Celebration of the 2024-2025 cohort's successful first-year completion

## TRIO Student Support Services (SSS)

### Program Snapshot (April 2025)

TRIO is currently serving 112 students, leaving 28 openings to reach our 140-student target for 2024-25. The director's new biweekly email newsletter now consolidates campus resources, program updates, and event reminders in one place. Recruitment efforts included targeted classroom visits in English courses, a presence at the WVC Spring Showcase, and early outreach to incoming College Assistance Migrant Program (CAMP) students for 2025-26.

### Civic Leadership Conference

On April 11-12, four TRIO scholars traveled to Olympia for the Washington State TRIO Civic Leadership Conference. They completed team-building workshops, toured the Capitol, observed a live legislative session, and spoke at a student rally supporting TRIO funding — representing WVC with professionalism and enthusiasm.

### April Programming Highlights

- TRIO 101: Library Resources introduced students to research databases and study tools.
- TRIO Talk: Grocery Hacks delivered practical tips for stretching food budgets.
- Pottery Painting at Inspirations offered a creative, low-stress afternoon that fostered community and wellness.

### Looking Ahead to May

Key activities include a "Transfer Ready?" scholar check-in, campus visits to Central Washington University and the University of Washington, a wellness workshop titled "Terrarium Time," a creative Canvas & Colors painting session, a Plan Like a Pro – Summer & Fall Edition academic-planning workshop, and an overnight trip that pairs a Gonzaga University tour with the Museum of Arts & Culture Festival.

## ADMINISTRATIVE SERVICES

Brett Riley, Vice President

### Administrative Services

- Administrative Services continues to work with NWCCU on Year-Six PRFR and FRR review committees. The spring evaluation schedule will be completed in May.
- Administrative Services met with the landowner of a piece of real estate the college has been interested in on April 25 in Omak. The seller remains interested in selling the land and has requested a minor change in the purchase/sales agreement that is being reviewed by DES. The college will move forward as soon as DES agrees to the modification.

### Budget & Internal Auditing

- While we expect to request a continuing resolution to start the FY 2026 fiscal year, we are starting to get clarity on the Washington State budget. We expect the Governor's office to approve the reconciled budget before the end of the month. Administrative Services, along with the Budget Office, have started work modeling the 2026 operating budget based on the reconciled budget and traditional enrollment forecasting to anticipate revenue projections.

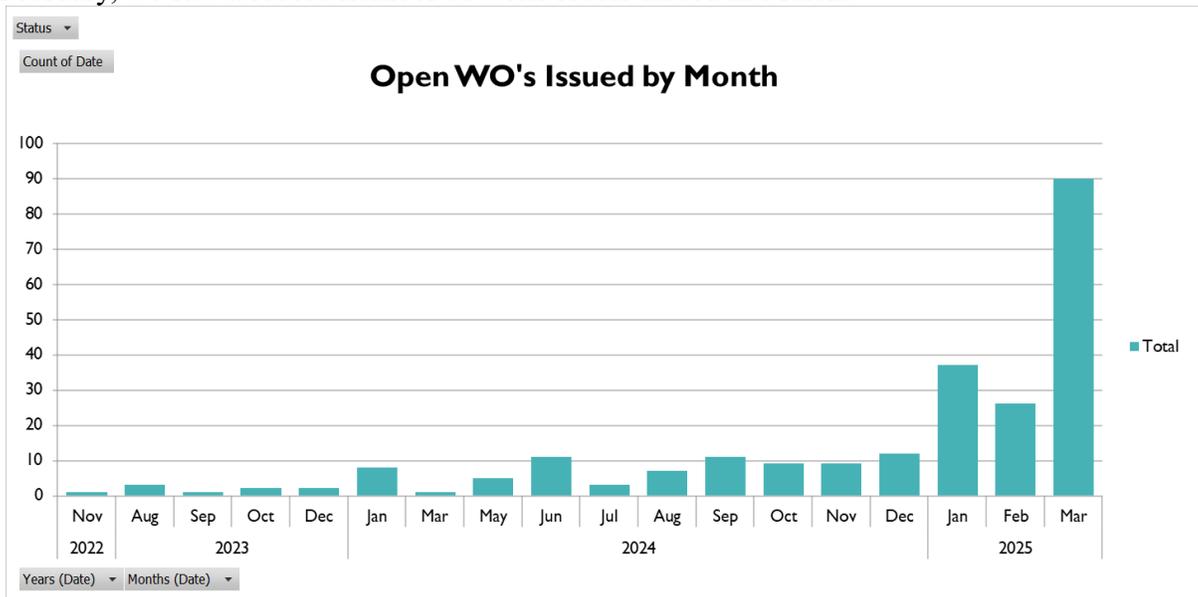
### Fiscal Services

- On April 30<sup>th</sup> Fiscal Services and Administrative Services staff met with SBCTC staff to discuss ctcLink conversion and the FY 2021 financial statement audit. With the assistance of the SBCTC, WVC staff have final adjusting entries to move the college forward with financial statements and audits. More information will be shared at the next Board meeting.
- Fiscal Services is moving into year-end closing with P-Cards being turned off at the end of the month (with some exceptions).
- The Fiscal Services team is still undergoing an accountability audit. To date, fiscal health, procurement, purchasing, payroll, small and attractive assets have been tested. ctcLink conversion remains to be completed.

### Facilities and Capital

- **Omak Health Sciences Center-** The college has submitted an appropriations request through Congressman Newhouse to fund the second phase of the OHSC. We have not received correspondence to date. We hope to have more information by the time we meet for the May Board meeting.
- **CTEI** – Work on the Center for Technical Education and Innovation continues. The team has completed the demolition of Sexton Hall. The site has been prepped for the building layout and foundation work. Utility work continues. While the current economic environment is putting pressure on the project, we are still in-line with budgetary targets.

- **Minor Works** - Facilities staff continue to make progress on several local and minor works projects across campus with the biennial deadline coming up in June. Recent legislative activity will have the team evaluating projects as we close the biennium and plan for the next biennium. We plan to share additional information after the April BAC meeting.
- **Facility Condition Survey** for 2025 has been set for May 19-20. This evaluation of buildings helps us define what building system repairs and upgrades we want to fund for the 27-29 funding cycle.
- **Work Orders** - In addition to many capital projects, both major and minor, the facilities team tackled several work orders at WVC in recent months, with a spike in activity in January and February, we saw a record number of work orders issued in March.



## Safety and Security

- **Month:** April 2025
- **Prepared by:** Aaron Shepard, Director Safety, Security and Emergency Management

## Campus Safety Summary

- Total Incidents Reported: 7
- Emergency Calls Received: 0
- Medical Emergencies: 2
- Fire/Alarm Activations: 1 Real / several testing the system.
- Maintenance/Safety Hazards Reported: 1
- Vehicle accidents: 2
- **CALLS FOR SERVICE: 98**

### Notable Events or Alerts

- Phones and internet went out within a week of each other. Shows need of radios communication.

- Congresswoman Schrier attended WVC and with security measures in place.

### Safety Initiatives & Improvements

- Updated cameras to overlook the parking lot in front of Mish ee twie
- Worked with Saxton Spillman to develop response for Immigration Enforcement response.
- Updated Active Shooter, Mass Casualty, Bomb threat response and training.
- Updated Team Building Leader protocol, Updated Threat Assessment Team protocol.
- Submitted new Alert system for review possibly replacing RAVE with InformaCast.

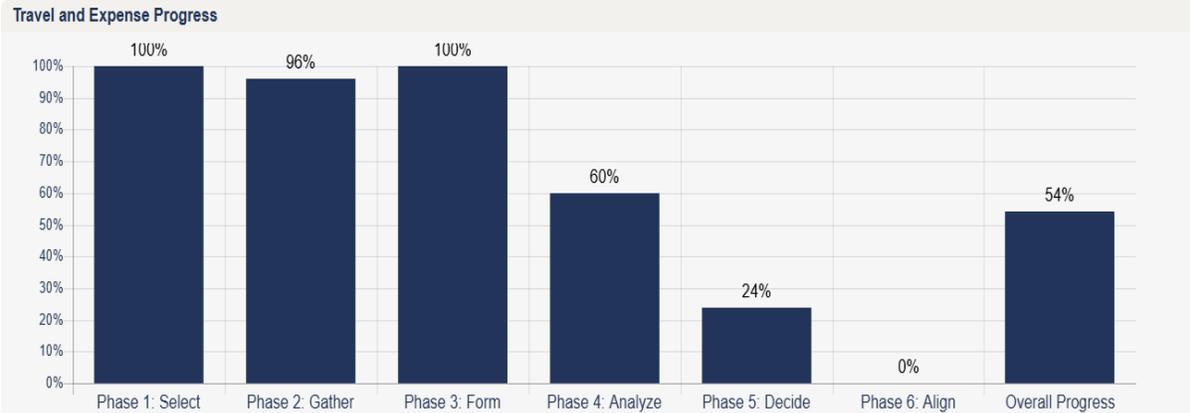
### Upcoming Safety Activities

- **Safety Training Session:** First aid / CPR Training.
- **Evacuation Drill:** Scheduling:
  - Active shooter training
  - Mass Casualty training
  - Bomb Threat Training
  - Faculty emergency planning
  - Threat Assessment Team Training
  - Building Team Leader Training
- **Campus Safety Walk:** Batjer Hall Building Walk through.
  - Need to find all First Aid/AEDS and check expiration date.

### Information Technology

- **ctcLink Process Alignment** – In collaboration with many other colleges and SBCTC, the Process Alignment Workgroup (PAW) is closing in on the completion of our first task force effort around improvement of the travel and expense process. On May 14, the task force will present their recommendations and findings to the ctcLink College Collaboration Group (cCCG). The cCCG is a group of Presidential appointees from each college tasked with collaborating to improve ctcLink system wide. Travel and expense is the pilot effort to establish a best practice model with which all colleges can align. Alignment is expected to streamline support and training, create local workload efficiencies, reduce customization, and offer job portability. This effort is being led by Wenatchee Valley College. Here is the process alignment overview <https://ctclinkreferencecenter.ctclink.us/m/127514>

Project Progress



- Summer Projects** - The technology department is preparing for summer projects which will include several classroom and event space improvement efforts. In collaboration with facilities, we will be upgrading The Grove Recital Hall with a laser projector and a large screen to allow for more multi-media content capabilities (movies, documentaries, and mixed – mode performances).
- Zoom to Teams** - We are replacing Zoom with Microsoft Teams Meetings. Zoom is expected to spike in cost by \$25,000 or more in October (the total projected cost of Zoom licensing for next year is \$35,000). We can realize these savings by switching to MS Teams which is included in our Microsoft Licensing Agreement at no additional cost. Staff and faculty training will begin in the next few weeks.
- Single Sign On (SSO)** - This project has been in the works for more than three years. In alignment with cybersecurity best practices, our goal has been to move all access to a Zero-Trust with Multi-Factor Authentication (MFA) model with a single credential. This will be a huge improvement for staff, but even better for students. Currently, students need to know two sets of credentials to access everything they need at WVC. By fall, that will move to a single credential. This is a huge win. It is not often that we can improve security and function at the same time.
- Omak Network Connectivity** – Internet connection to our Omak campus has been unreliable and unsolvable until now. In the past, there was only one Internet Service Provider in Omak that offered enough bandwidth to provide us with access. The cost of that access was \$10,000/year. LocalTel service was just recently made available to us in Omak and an agreement has been reached for improved access for \$1,000/year. LocalTel has a solid track record of providing stable service and reliability. LocalTel provides our guest network in Wenatchee, which also serves as our backup connection for the Wenatchee campus when our main provider has an outage. We are hopeful that we will see improved connections and uninterrupted video conferencing between campuses.

## HUMAN RESOURCES

Lisa Turner, Executive Director

# Human Resource Report – May 14, 2025

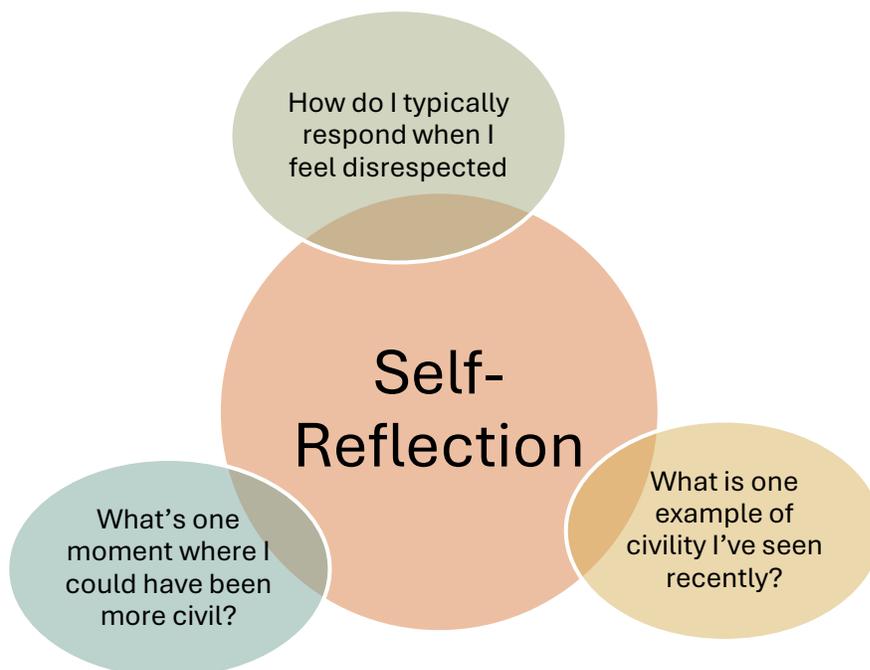
We completed 4 sessions of E-mail Etiquette and Civility in the Workplace training on April 17<sup>th</sup> and 18<sup>th</sup>. We had 195 Wenatchee faculty and staff in attendance. Omak is scheduled for an in-person session on May 16<sup>th</sup>.

### Highlights

- We had participants assigned seating, so they met new colleagues, this was effective and well received.
- Each table had an opportunity to do team exercises and learn from each other.
- Each participant engaged in a self-reflection activity.
- Each participant made a civility commitment for their behavior



**In essence, workplace civility helps to create a culture of trust, collaboration, and productivity, which is crucial for a healthy work**



## Civility Commitment

### Start

- One behavior I will start doing to promote civility

### Stop

- One behavior I will stop that might contribute to negativity

### Continue

- One positive thing I already do that I want to keep up

### **Shared with Students**

Rosana Linarez, MESA Director asked me to present the email portion, with a little bit of civility added in, to her students on Friday, April 25<sup>th</sup>. Approximately 45 students were in attendance. The presentation was modified slightly to be more student centered.



ASPIRE

2024 /  
2025

# May 2025 Trustees Report

Advancing an equity-  
minded, data-informed  
culture of inquiry and  
continuous improvement.



Visit Us

<https://www.wvc.edu/about/ASPIRE/index.html>

# Dashboard Use and Democratizing Data

Strategic Priorities 5.4, 2.3, & 2.5

To foster an equity-minded, data-informed culture, ASPIRE aims to empower everyone within the college to work with data, regardless of their comfort level or expertise. This involves more than just establishing a data culture (our first goal), it requires moving toward building a data democracy.

Data democratization is the process of making data accessible, understandable, and actionable to employees without "data" in their title. This allows all employees to be "data citizens" and incorporate data into their everyday activities. ASPIRE has been working hard to provide self-service analytics through our dashboards which enable non-technical colleagues to utilize data for insights, explore data patterns, make informed decisions, and drive innovation. This promotes transparency and motivates the use of openly available data.

To make this significant cultural shift, the ASPIRE team and Assessment Coordinators teach colleagues to use data from their own functional positions (faculty, staff, and administration) to contribute to a broader conversation of continuous improvement. We have been offering professional development on the use of dashboards and performing ad hoc modifications to existing dashboards that are not meeting the community's needs.

For example, we added a page to the Course Success Dashboard, one of our most used dashboards, primarily utilized by faculty. Faculty requested a tab where course success rates could be displayed side-by-side by quarter. We quickly accommodated this request, making the dashboard more robust (see image). This approach ensures that the community has a say in the data they access, rather than it being solely controlled by the IT or IR departments. This is a critical component of democratizing data.

(Sources: Harvard Business Review, Data Camp)



# Area Plans and Professional Development

(Strategic Priorities 2.2, 2.3, 2.5, 4.4, 5.1, 5.4)

The mission of ASPIRE is *"to advance an equity-minded, data-informed culture of inquiry and continuous improvement"*. In previous board reports, we have highlighted our equity-focused work and efforts to build a data-informed culture of inquiry. This month, we want to feature our initiatives to foster a culture of continuous improvement, acknowledging that this is a long-term process.

At Wenatchee Valley College (WVC), a cycle of planning, implementing, assessing, and reflecting typically occurs at the unit level. The framework for this has been in place for some time in the form of "area plans." However, due to various reasons, including the disruptive global pandemic, WVC has not yet achieved consistent implementation of continuous improvement practices. Nonetheless, we are committed to progressing in this area.

To support this commitment, ASPIRE and the Assessment Coordinators (Sompheng Batch, Jessica Bravo-Perez, Jennifer Hadersberger, and Amy Marinez) have created a simplified area plan form (see appendix) that can be used by both instructional and non-instructional units. On May 2, the Assessment Coordinators provided professional development to instructional units, with 18 attendees. A second professional development opportunity for non-instructional units will be held on May 16.

We view the area plan process as an essential component of continuous improvement, intrinsically connected to the college's values, mission, vision, and strategic plan. The development of a unit's area plan is a collaborative process involving all faculty and staff within each department, unit, and program across the college. It allows programs to reflect on their current state, set goals, create a plan to achieve those goals, and assess the results of their efforts. The plans are longitudinal, and demonstrate a cycle of planning, growth, and evaluation collectively as a program.

We believe that this process will lead to continuous improvement in all areas of the college as we strive to fulfill our mission of enriching North Central Washington and delivering relevant, innovative, and experiential educational opportunities for thriving and healthy communities.

Continuous improvement is an iterative process involving:

- Identifying a problem that needs to be addressed,
- Developing a plan to solve the problem,
- Implementing the plan,
- Assessing the effectiveness of the change, and
- Reflecting on the process to determine if further action is needed or if it's time to address a different problem.

## ASPIRE Surveys

One important function of ASPIRE is to help our community find and access the data they need. Often, this involves creating and implementing surveys and analyzing the results. While it would be simple for the ASPIRE team to create surveys independently, it is crucial to our mission to educate our community on how to design effective surveys that yield the necessary data to answer their questions. This requires an iterative process of collaboration between ASPIRE and the individuals requesting the survey. This process not only benefits the community we serve but also helps us improve our own practices, making it a win-win for everyone.

Recently, we were asked to create a complex survey with multiple layers. This provided us with the opportunity to learn how to design adaptive surveys, where the questions change based on the respondents' previous answers. The ASPIRE team thrives on such requests, as they allow us to grow and learn alongside the people we serve. We become a better organization because our community challenges us to be the best we can be, and we hope this continues.

### **Survey on High Impact Practices (HIPs) (Strategic Priorities 3.1, 4.4)**

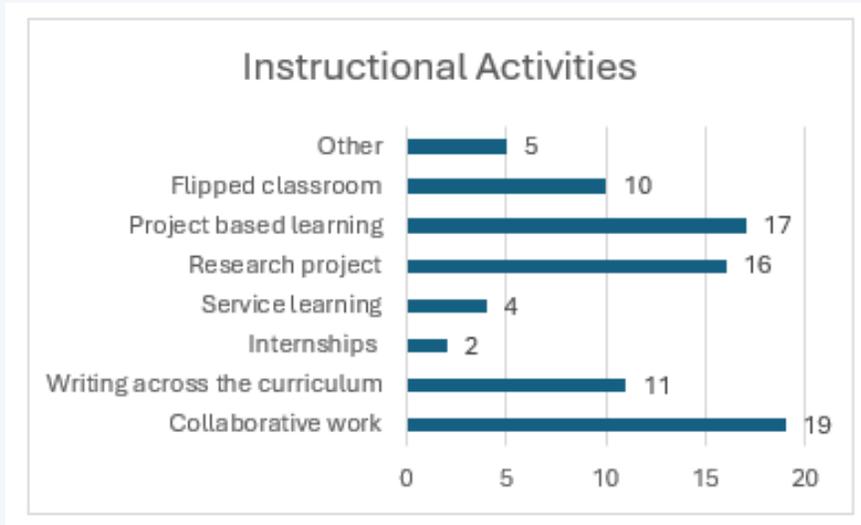
In Winter quarter, ASPIRE created and conducted a survey for the Educational Assessment/Achievement committee on HIPs used by faculty in instruction. HIPs are practices that promote deep learning, student engagement, and have a positive educational impact on historically underserved populations.

Although the survey had a low response rate (approximately 20%), it included a good mix of both part-time and full-time faculty responses. It also allowed us to establish a baseline of HIPs implementation and allowed faculty to provide examples of classroom practices. This offered a richer narrative of the innovative pedagogy our faculty engage in than numerical data alone could convey.

The ability to combine both quantitative and qualitative data to present a more complete picture is what effective data storytelling is all about. Most of us learn math to understand numbers and language to tell stories, but few have the opportunity to merge these skills to tell stories with numbers. Even fewer people are naturally inclined to excel in this area.

An example (on the following page) from the HIPs survey illustrates this point: The graph shows the numerical counts of faculty responses regarding HIPs activities in their classrooms. While these counts tell a story, the actual examples of service-learning activities shared by faculty provide a much clearer picture of what HIPs entail and their impact.

# Example from HIPs Survey



*"In one of my courses, students are required to complete 4 hours of service learning (volunteering with a community-based organization). Since we do not have an office to help set up service-learning opportunities, I need to do this each time the class is taught. I have volunteered for many non-profits and sat on several boards, so I have a network of contacts to ask about volunteer opportunities for college students. This is a win-win because the students get out into the community for hands-on learning and the organizations make connections with young people instead of the usual retirees who volunteer. It works particularly well in the face-to-face course since most students are from the community where I have most of my contacts. It becomes more challenging in online courses when students are in different regions or even states where I am less familiar with the organizations. Then I need to research what is available where they are which might qualify as an organization appropriate for their project. The student's volunteer work becomes the basis for their final presentation where they have a smaller group 'shark tank' and pitch the non-profit they volunteered for as the most deserving of 'virtual' grant funding. Students are required to sign any waivers that the organization has for their volunteers and then the supervisors will email me once the 4 hours are complete. The most rewarding times are when the students continue to volunteer for the organization once the course requirements are complete and/or the handful of times that the students were hired on to work at the organization due to their previous service learning."*

(response was edited to preserve the anonymity of the respondent).

**Program/Department:**

**Date:**

**Submitted by:**

**Collaborators involved in developing the area plan:**

The Area Plan is an essential component of the [college values, mission, vision, and strategic plan](#). The development of the Area Plan is a **collaborative process that involves all faculty and staff** within each department and program across the college that will lead to improvements in student outcomes.

The Area Plan is an opportunity for departments and programs to

- Collectively reflect on program performance and innovation
- Share program accomplishments and future vision
- Document ongoing process for continuous improvement
- Collaborate among colleagues among planning efforts
- Demonstrate outcomes of the plan with data



It gives programs an opportunity to reflect on where they are, where they want to go, create a plan for how they are going to get there, and then assess the results of their efforts. Area Plans therefore represent a three-year process. Area plans are longitudinal and must demonstrate a cycle of planning, growth, and evaluation **collectively** as a program.

To complete your Area Plan, answer the following questions in narrative form. You are telling a story of your program and the work you do, your goals for the future, how you are going to achieve that vision, and how you are going to assess the results.

The Area Plan needs to include the following sections:

**I. Current state**

- 1) **Gains:** What does your program or department do well and how does that work align with the [college values, mission, vision, and strategic plan](#) (you don't have to address each, just describe the elements of the college planning process that closely align with your work)
- 2) **Gaps:** What are the key areas for growth or improvement within your program and how do they align with the [college values, mission, vision, and strategic plan](#)?

**II. Future State: Goals**

- 3) Reflecting on the areas of growth or improvement above, what area of improvement would you like your program to focus on over the next three years?
- 4) How do you see improvement in this area contributing to the college's progress toward achieving the priorities outlined in the [strategic plan](#)?

**III. Plan for Action**

- 5) Describe a three-year action plan to achieve the goals outlined in #3 above.

**IV. Assessment**

- 6) Describe the assessment strategies you will use to measure the effectiveness of the implementation of the plan you described in #3 above on a yearly basis. How will you evaluate whether you have reached your goals outlined in your plan of action and what effect it had on WVC?

**V. Budget**

The vision of the future of programs and departments often comes with budgetary implications such as equipment, professional development, or staffing for example.

- 7) In a healthy budget climate, what would be the aspirational budget request ask you would make to complete your improvement plan listed above and how would it help meet your goals for the future state?
- 8) In a lean budget year, how would you change your area plan to accommodate the college's financial need?

## **Omak Campus Update**

### **May 2025**

#### **PRIORITY 1: BUILD STEWARDSHIP, EFFICACY, AND INSTITUTIONAL FINANCIAL HEALTH**

Dean Goolsby's oversight of Omak Campus spending continues, and small changes are being made in association with different budget authorities to streamline the process for approvals and purchasing in a timely manner.

#### **PRIORITY 2: CREATE A CULTURE OF EXCELLENCE**

Dean Goolsby has transitioned into their role as Acting Dean of English, Social Sciences, Humanities & Academic Development while Dean Tudor is on leave for Spring Quarter. The last month has been a busy month for that part of their duties. Please see the Instruction report from VP Treat for more information.

Erin Williams (and possibly Jason Hetterle) will be visiting the Omak Campus on Thursday to follow up on the Space Use Committee's requests for maintenance and other items for the Omak Campus. We are especially focused on classroom improvements and bringing the Omak Campus experience more in line with the Wenatchee experience.

#### **PRIORITY 3: BECOME A PREMIER STUDENT-CENTERED COLLEGE**

Dean Goolsby and the AWVCSO are working on a process by which students are encouraged to join Student Government, and also give input on student needs and desires on campus. Some of the first items mentioned were better handicapped access, more public support for our LGBTQIA2+ students, and a request to have child care on campus. While this last is extremely difficult, we are not yet convinced it is impossible. This will remain a topic of discussion and brainstorming.

Dean Goolsby has submitted a new staff position to HR; it will be a combination College Navigator position with a small amount of time set aside for administrative assistant work. We routinely have coverage issues on our front desk, since we only have one One-Stop employee to help all of our students in Omak. There is a chat station where students can connect to Student

Services in Wenatchee, but when there is no one in the Administration building we have to close it. We are in talks with Student Services to see how we can alleviate the problem.

#### **PRIORITY 4: ADVANCE ACADEMIC EXCELLENCE IN TEACHING AND LEARNING**

In their role as Acting Dean of English, Social Sciences, Humanities & Academic Development, Dean Goolsby is working more closely with faculty on instructional matters. The plan is to encourage new ideas in pedagogy and collaboration among the faculty, to improve the online teaching experience, and to find ways to encourage more in-person enrollments in Omak.

*Statistical reporting for Omak is being overhauled while Dean Goolsby works with ASPIRE and Omak faculty and staff to create a reliable and easily accessed data set. This may take a while, and we are grateful to ASPIRE for their willingness to work with us to try to disaggregate our data.*

#### **PRIORITY 6: POSITION THE COLLEGE AS A COMMUNITY-FOCUSED REGIONAL ANCHOR**

As co-chair of the Washington Indian Education Summer teaching Institute, Dean Goolsby is transitioning roles to concentrate on organizing presenters and programs. We are coming into the “home stretch” and expect to see registrations pick up very soon. Currently, we have 14 proposals for presentations, from some of the most prominent names in the field of indigenous Education. Dr. Jeanette Armstrong from university of British Columbia and the En’owkin Center in Penticton will be the keynote speaker. At last count there were 19 registrations, and they were starting to come in more quickly. We are planning for 150-200 people.

Friday, May 6<sup>th</sup> will be Omak Campus’ Alum-Knight celebration, 3:00-6:00. We are having a Block Party for all who want to be there, not only as a celebration of alumni, but as outreach to the community. There will be games, food and lots of fun. We hope to see folks there!

## WVC FOUNDATION

Rachel Evey, Executive Director

### WVC Alumni Week

The WVC Alumni Network, a program of the WVC Foundation, will be hosting the inaugural WVC Alumni Week May 14-17. The multi-day event will celebrate the vibrant and growing community of WVC alumni. Thanks to the generous support of our presenting sponsor, Microsoft, all events are free.



Figure 1 - Flyer for the WVC Alumni Week, May 14-17.

- 📷 **Snapshot Social**  
📅 Wednesday, May 14 | 🕒 5:30–7:30 PM | 📍 Maguire Conference Center, WVC Wenatchee Campus  
 Connect with fellow alumni at this evening networking event, featuring complimentary professional digital portraits.
- 📖 **LITerary Knight**  
📅 Thursday, May 15 | 🕒 6:00–8:00 PM | 📍 Music & Art Center (MAC), WVC Wenatchee Campus  
 Celebrate the revival of WVC’s literary journal, Mirror Northwest, with live readings courtesy of the WVC English department.
- 🎉 **AlumKnight Block Party**  
📅 Friday, May 16 | 🕒 3:00–6:00 PM | 📍 WVC Omak Campus  
 Join the fun at this campus celebration with cornhole, basketball, mini golf, crafts, and more.
- 🌟 **Knight of the Stars**  
📅 Friday, May 16 | 🕒 7:00–9:00 PM | 📍 Wells Hall Theater, WVC Wenatchee Campus  
 Dance the night away at this alumni celebration hosted by CAMP and TRIO.
- ⚽ **Clash of the Cleats**  
📅 Saturday, May 17 | 🕒 11:00 AM–3:00 PM | 📍 Mike Hollis Field, WVC Wenatchee Campus

Hit the field with WVC Athletics for an alumni soccer match or cheer from the sidelines with snacks.

The WVC Alumni Network is designed to reconnect alumni with their alma mater and foster connections among graduates. Alumni Week aims to bring former students back to campus, strengthening the ties that unite us all.

### *Spring Fundraising Appeal*

The WVC Foundation has launched our spring fundraising appeal, which will continue until the end of June. The Knights Care Fund, an emergency assistance fund administered by the counseling department, will benefit from the appeal. Our goal is to raise \$15,000. Last year the foundation had a goal of \$10,000 and raised more than \$13,000.

A match gift of \$1,000 has already been secured from foundation donor Deb Lapo. Thank you to the trustees for their collective match gift commitment.

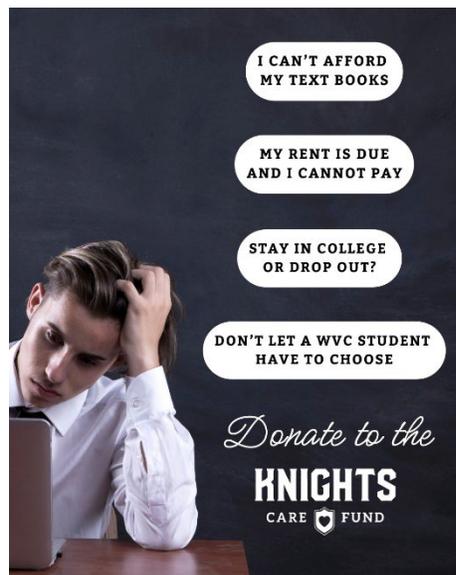


Figure 2 - Marketing for the foundation's spring fundraising appeal.

### *Annual Foundation Celebration*

The WVC Foundation is hosting its annual celebration to recognize and appreciate our donors, volunteers, and scholarship recipients. This year's guest list has been expanded beyond those already associated with the foundation. The celebration is a great opportunity to introduce potential supporters to the foundation's mission of providing equitable access to education.



Figure 3 - Invitation for the foundation's annual celebration on June 5.

# ENROLLMENT REPORT

MAY 2025

## Departments that report to Dean Sablan-Zebedy

- Concurrent Enrollment (Running Start, CiHS and CTE)
- Admissions & Enrollment Services
- Educational Planning & Student Success (First Year Experience)
- Financial Aid & Scholarships
  - Veterans Services and Student Employment
- Student Access (Accessibility Services)

## OUTREACH & RECRUITMENT TEAM EVENT DATA

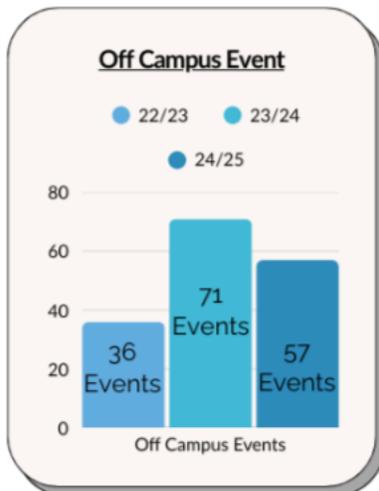
22/23, 23/24, 24/25 Academic Years

Data from 23/24 also includes participation and reports from other departments involved in the Recruitment Committee\* 24/25 data is a YTD report

### Population Reached \*

OUTREACH TYPE	22/23	23/24	24/25
Off Campus	3602	14,466	11088
Individual Tour	17	104	58
Group Tour	358	940	800
Information Request	232	244	208

\*estimates of attendance excludes large parades, showcases, or fairs



\*Recruitment Committee is made up of staff and faculty across WVC campus, data varies depending on year an committee participation  
Data provided by Outreach and Recruitment Team data logs KMF 5/3/2025



# ENROLLMENT REPORT

## Community Events

- Catholic Charities Resource Fair
- Liberty Bell High School College Fair
- Icicle River AVID outreach
- Skill Source Tech Program campus tour
- WVSTC Reverse Job Fair
- Republic Career and College Fair

## High School Visits and Group Tours

- Tonasket High School outreach
- Manson High School 10<sup>th</sup> grade campus tour
- Pateros High School campus tour
- West Side High School Tour Machining/Auto/ESRT/Nursing
- Omak High School outreach
- Brewster Middle School 8<sup>th</sup> grade outreach

## Total FTE Enrollments - All Funding Sources

Monitoring Report  
For Academic Year 2024-25

District	Summer 23 Actual	Fall 23 Actual	Winter 24 Actual	Spring 24 Actual	2023-24 Annual	Summer 24 Actual	Fall 24 Actual	Winter 25 Actual	% Change*	Spring 25 Actual	2024-25 Annual	% of Prior Year
Big Bend	333	1,859	1,883	1,739	1,938	298	2,045	1,995	6%	-	1,446	75%
Columbia Basin	1,484	5,686	5,684	5,343	6,066	2,004	6,315	6,129	8%	-	4,816	79%
Peninsula	355	1,603	1,674	1,687	1,773	642	1,979	1,943	16%	-	1,521	86%
Skagit Valley	804	3,423	3,473	3,150	3,617	862	3,558	3,574	3%	-	2,665	74%
Walla Walla	1,249	3,039	3,068	2,946	3,434	1,334	3,093	2,975	-3%	-	2,467	72%
Wenatchee Valley	514	2,698	2,409	2,274	2,632	554	2,833	2,666	11%	-	2,018	77%
Yakima Valley	749	3,295	3,341	3,242	3,542	808	3,605	3,580	7%	-	2,664	75%

\* Measures the percent change from the same quarter the prior year.

Source: SBCTC Data Warehouse, Stuclass table, Fund\_Source\_Enrollment = S, C, or U.

tdulany  
4/9/2025

- These are our peer community colleges that are similar size to WVC with comparable enrollment figures. WVC serves approximately 3,500 students (headcount) across its Wenatchee and Omak campuses.
- For Total FTE Enrollment for Winter Quarter 2025, WVC experience an enrollment growth of 11%. In comparison with our peer colleges, WVC experience an increase in enrollment second to Peninsula College (16%).



# ENROLLMENT REPORT

## State Supported FTE Enrollments

Monitoring Report  
For Academic Year 2024-25

District	Summer 23 Actual	Fall 23 Actual	Winter 24 Actual	Spring 24 Actual	2023-24 Annual	Summer 24 Actual	Fall 24 Actual	Winter 25 Actual	% Change*	Spring 25 Actual	2024-25 Annual	% of Prior Year
Big Bend	316	1,353	1,326	1,273	1,423	253	1,408	1,348	2%	-	1,003	70%
Columbia Basin	1,438	4,020	4,165	3,975	4,532	1,704	4,481	4,384	5%	-	3,523	78%
Peninsula	296	1,175	1,246	1,264	1,327	549	1,515	1,486	19%	-	1,184	89%
Skagit Valley	748	2,768	2,610	2,515	2,880	744	2,831	2,621	0%	-	2,066	72%
Walla Walla	322	1,710	1,689	1,660	1,794	450	1,835	1,747	3%	-	1,344	75%
Wenatchee Valley	484	1,862	1,666	1,571	1,861	435	1,790	1,719	3%	-	1,315	71%
Yakima Valley	712	2,498	2,553	2,498	2,754	688	2,722	2,715	6%	-	2,042	74%

\* Measures the percent change from the same quarter of the prior year.

Source: SBCTC Data Warehouse, Stuclass table, Fund\_Source\_Enrollment = S.

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4/9/2025

- For State Supported FTE Enrollments for Winter Quarter 2025, WVC saw an increase in State FTE of 3%.
- This is an area that WVC can focus on to grow enrollment. Students that enroll in the winter, spring and summer quarters tend to be adult learners (Median Ages of 29-31 yrs old).

## Running Start FTE Enrollments

Enrollment Monitoring Report  
For Academic Year 2024-25

District	Summer 23 Actual	Fall 23 Actual	Winter 24 Actual	Spring 24 Actual	2023-24 Annual	Summer 24 Actual	Fall 24 Actual	Winter 25 Actual	% Change*	Spring 25 Actual	2024-25 Annual	% of Prior Year
Big Bend	16	450	441	419	442	41	538	545	24%	-	375	85%
Columbia Basin	25	1,377	1,363	1,235	1,333	268	1,558	1,544	13%	-	1,123	84%
Peninsula	6	284	280	265	279	30	329	319	14%	-	226	81%
Skagit Valley	21	551	541	498	537	74	613	601	11%	-	429	80%
Walla Walla	6	223	226	218	224	42	287	288	27%	-	206	92%
Wenatchee Valley	8	719	713	669	703	100	885	881	24%	-	622	88%
Yakima Valley	31	763	750	702	749	107	831	819	9%	-	586	78%

\* Measures the percent change from the same quarter last year.

Source: SBCTC Data Warehouse, Stuclass table, Kind\_of\_Enrollment = 31.

Note: The budget bill set a Running Start target for the system of 11,558 FTES.

tdulany  
4/9/2025

- For Running Start FTE Enrollments for Winter Quarter 2025, WVC saw an increase in Running Start FTE of 24%.
- As partner high schools are adding more College in High School (CiHS) course offerings from EWU, CWU, WSU, etc, WVC is collaborating with select schools in developing DTA pathways to WVC.
- Although WVC anticipates a decline in the Running Start student population, we anticipate traditional students will transfer credits to finish up their associate degree.

## Creating a Culture of Excellence



### Creating a Culture of Excellence

The Public Information Office continues to focus on positioning the college as a community-focused regional anchor and creating a culture of excellence through our communications, marketing, and community relations. Our work over the past month has concentrated on uplifting our student's academic achievements — from highlighting the hundreds of students who were named to the President's and Dean's lists for the winter quarter, to celebrating the WVC students who were named to the 2025 All-Washington Academic Team, and showing the vibrant student life we have on our campuses.

Throughout the month of April, PIO was actively involved in leading outreach efforts for the Earth Day events with Sustainable NCW and WVC's Sustainability Committee, celebrating Professor Derek Sheffield's milestone in being named Washington state's Poet Laureate and working with Humanities WA and Arts WA, and organizing the college's presence at the Apple Blossom Grand Parade with Student Life and Outreach and Recruitment.

### Projects Underway

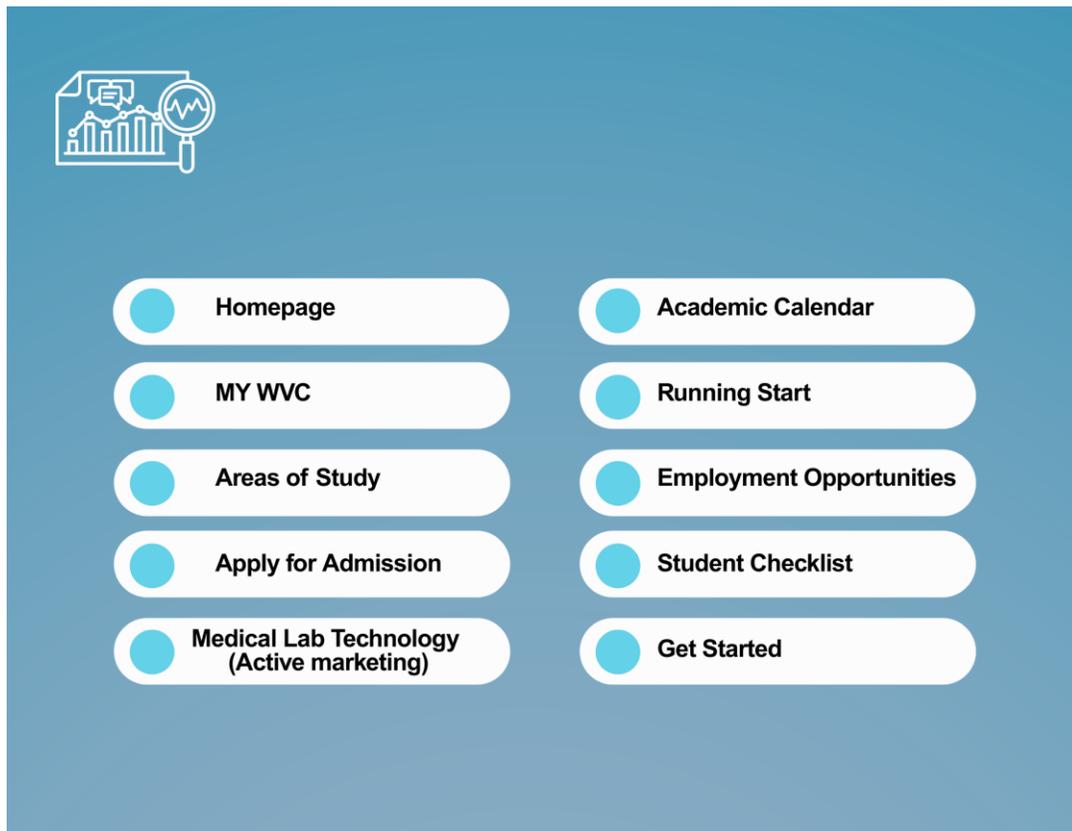
Major projects are underway to make our website fully accessible by the Title II April 2026 deadline, to promote the college in promotional videos in English and in Spanish, to highlight our nursing pathways programs through grant funding, to feature our classroom experiences and campuses in professional photoshoots, and to cover our graduation ceremonies and celebratory events leading up to the end of June. Work is underway to launch summer and fall marketing campaigns and create new billboard designs.

## Wenatchee Valley College's Online Presence

Over the next year, the college's website will be the top priority for the Public Information Office. Since the winter quarter we have been working with IT to inventory the current website. Out of 4500 pages, ~1400 are active. Meeting the Title II Accessibility standards, developing a student-centered navigation system, and improving the design and user interface of our website are key to advancing the college's visibility for prospective and current students.

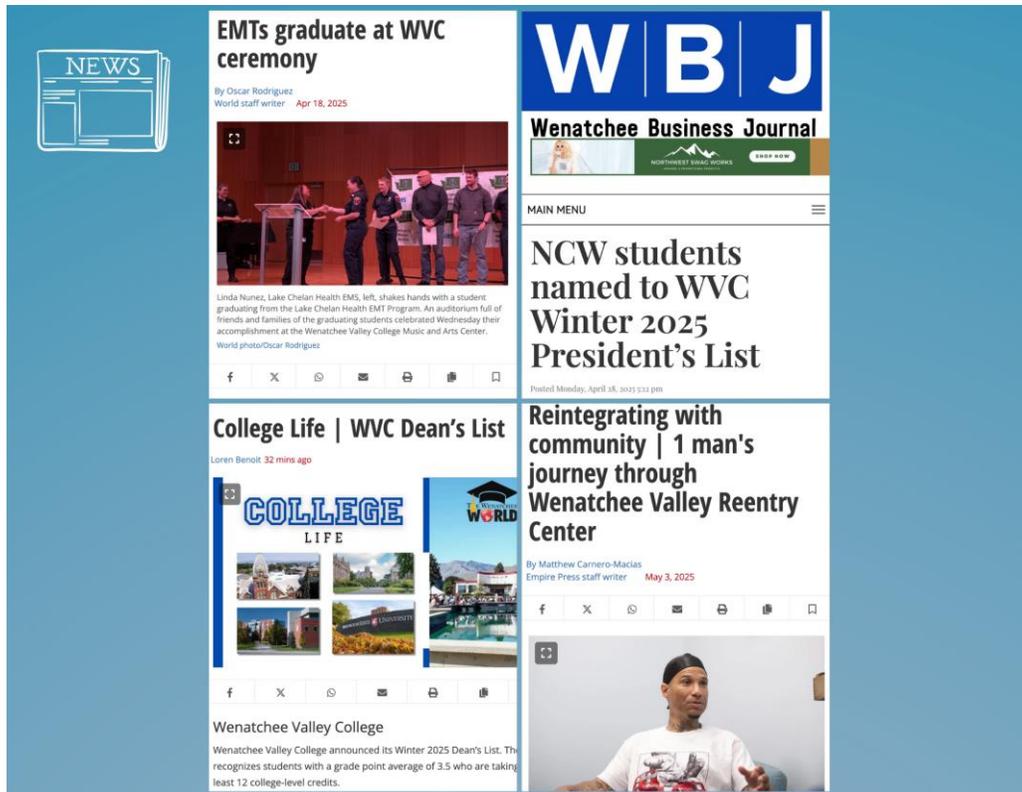
The PIO project to translate WVC's website into Spanish is making important progress thanks to the leadership of the faculty member we are working with. This effort is a major undertaking to go beyond Google Translate to ensure our website is accessible to our students, their families, and community members as an HSI. We are committed to expanding our outreach efforts to our Latine community over time with promotional materials, videos, social media captions, and more.

### Top 10 visited web pages



## Press Clippings

Over the past month, Wenatchee Valley College has received media coverage with top stories including:



The Wenatchee World covered the [April EMT Ceremony](#) held at Wenatchee Valley College which celebrated EMT graduations from WVC, Cascade Medical, and Lake Chelan Health.

The Wenatchee Business Journal, Wenatchee World, Cashmere Valley Record, Leavenworth Echo, KPQ, and other news outlets announced [WVC's winter quarter President's and Dean's List](#).

Wenatchee World reported the inspiring story of a [current WVC student pursuing a business degree](#) who is navigating community reentry with the support of the Wenatchee Valley Reentry Center (WVRC).

NCW Life covered Professor Derek Sheffield's inauguration as [Washington State's Poet Laureate](#). Professor Sheffield was joined by current and former WVC students and celebrated in congratulatory videos by Governor Bob Ferguson and former Poet Laureates.

NCW News highlighted [WVC student Joanna Lavaun's first solo exhibit](#) that opened in early May in downtown Wenatchee.

## *Current Federal Grants (Awarded & Pending)*

All of our grant funded programs are running as normal. Unfortunately, we **still have not received any updates on our pending applications.**

GRANT	WHAT WE KNOW	RESPONSE
CAMP *Awarded	No communication from Program Officer.	Levi will forward communications related to CAMP program and funding.
TRIO SSS *Awarded & pending	No communication from Program Officer.	Yatzari will forward communications related to TRIO program and funding.
TITLE V *Awarded	A new PO has been assigned.	Vanessa has forwarded communications related to Title V program and funding.
HSI Education Grant (2) *Awarded	No communication from Program Officer	The PIs will forward communications related to the HSI Education program and funding.
NSF ATE *Awarded	PI working on annual report.	Greg will forward communications related to NSF ATE program and funding
NSF ITYC *Pending	Our submission is still pending.	I will alert all parties involved once I receive an update on funding status.
HEP *Pending	Our submission is still pending.	I will continue to monitor the status of our submission and notify PI/PD as I receive info.

## *Highlighting Impact*

### Career Launch Capital Equipment Funding - ESRT

**FUNDER:** State Board of Community and Technical Colleges (SBCTC)

**AWARD AMOUNT:** \$210,030

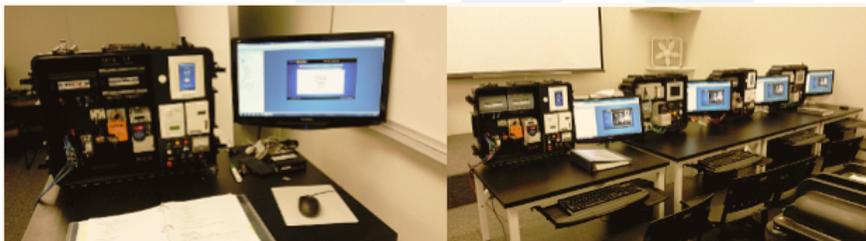
**PROJECT PERIOD:** 2/1/2024-6/30/2025

**ON-SITE AND READY FOR INSTRUCTION**



#### OVERVIEW:

This funding allowed WVC to acquire **16 DDC Portable Training units** to support the expansion of the ESRT (Environmental Systems and Refrigeration Technology) program.



This equipment will help retain and attract new students interested in working on HVAC equipment for large buildings and data farms throughout the nation. Because of the portability of the equipment, faculty will be able to not only use the equipment as a learning tool but also as a recruitment aid.

These portable units serve as a compelling demonstration of the cutting-edge resources available within the ESRT program. Prospective students can engage with these tools remotely, gaining a firsthand glimpse into the program's quality, innovation, and practical applications without the need for an on-campus visit.

## Funding Opportunity



### CHS Foundation

### Collegiate Grant Program

CHS Foundation

In 2025, the CHS Foundation will consider applications on any agriculture topic, including cutting edge under-graduate research, student recruitment, etc.

**5/31/2025**

Submission  
Deadline

**3, 4, 5, & 6**

WVC Priority Alignment

## PRIORITIES

1. Build stewardship, efficacy, and institutional financial health
2. Create a culture of excellence
3. Become a premier student-centered college
4. Advance academic excellence in teaching and learning
5. Close equity gaps.
6. Position the college as a community-focused regional anchor.

## In the Works

I have started trialing grant search platforms to evaluate their effectiveness in identifying funding opportunities

Grant Gopher

Candid

GrantStation

GrantScape

GrantWatch

GrantForward

Instrumentl

GrantSelect

## Beyond the Campus

### NSF

- Director, Sethuraman Panchanathan, announced resignation.
- Paused funding new awards to screen grant applications for compliance with “agency priorities”
- Cancelled over 1,000 active grants.
  - including some from universities and community colleges in WA.
- Implemented a new policy capping indirect costs at 15% for grants awarded to IHEs.

### Dept of Education

- Potential for CCAMPIS competition this summer, according to another college in WA.
- Charter School Programs grants recently awarded.

# Post Tenure Review Report



Name: Brigid Chvilicek

Discipline: Nursing

Date: 4/6/25

## Narrative:

Since 2019, I have had the opportunity to lead a clinical experience for 2<sup>nd</sup> year nursing students at Eastern State Hospital. This hospital serves as the state psychiatric hospital for Eastern Washington state. In 2024, I became the lead faculty for this experience as the former lead faculty retired. The responsibilities for the lead faculty include orientation to the experience and creating an organized and positive environment for learning.

In nursing education, it is well established that clinical learning experiences are a significant part of the learning experience. At WVC, students complete more than 500 hours at clinical sites where they integrate theoretical learning and psychomotor skills by engaging with patients in the clinical setting. “The clinical learning environment is a complex network in which students, mentors and nurse educators interact within organizational, teamwork and interprofessional settings.” (Mikkonen, Merilainen, & Tomietto, 2020).

In the years that I have been involved with this experience, students have brought forth concerns about the rotation.

Concerns expressed included:

- “I feel like I didn’t really know the purpose of me being there.”
- “The way this clinical experience was set up left students feeling unprepared and vulnerable.”
- “During the PowerPoint presentation (orientation) given in class, we were given very little information about the hospital, its role within the criminal justice system, and ways that we (as students) needed to emotionally prepare for this rotation”
- ” I felt like this was sort of like a visit to a theoretical zoo and I was thrown in the enclosure to figure out how they lived.”

Following our 2023 clinical experience, Dr. Freese and I had several meetings to address student concerns brought forth following the experience. I presented the concerns to the nursing faculty, and we discussed plans for changes moving forward. Dr. Freese reached out to the Eastern State Hospital leadership to share student concerns about being at the facility and was given some helpful information about the role of the student in providing patient interactions in this facility. ESH shared that they find student involvement to be positive for patients and a welcome change to the daily routine in the facility.

In a 2019 study, it was shown that “constructive clinical orientation and reflection enhanced students’ learning during clinical placements and helped students reduce anxieties and gain

confidence in their professional growth” (Mikkonen et al, 2019). As lead faculty, I decided we needed to improve the orientation experience for students to help decrease anxiety and improve learning.

To improve the student experience and better prepare them, I began to make changes in the Spring of 2024.

- Spring 2024: I created an introductory presentation that was shared with the students to begin the process of thinking about this clinical rotation and the steps they will need to take during the summer. This includes completion of required modules assigned by Eastern State Hospital.
- In the fall of 2024, I created an orientation session for the ESH experience. I shared the plan with co-instructor Professor Charles Krabbe. Professor Krabbe and I presented the orientation to the students. Based on student feedback from the prior year, we were more intentional about explaining the patient population and the kinds of interactions students could expect to have at ESH. We shared the input from ESH obtained by Dr. Freese the prior year. We gave clear information and answered many questions following the orientation.

In addition to the formal orientation, I met with 3 students 1:1 who were specifically expressing increased anxiety about going to ESH. I also directly reached out individually to 2 other students who I thought might have concerns based on their personal situations of which I was aware.

At the clinical site, along with the ESH educator, I participated in orienting the students in my group more intentionally about the experience they could expect on the evening shift. This is an area where continued improvement will be beneficial. 43.8% of students stated they found the on-site orientation (led by ESH staff) helpful. The other 56.2% felt this orientation had no impact on their anxiety or it worsened it. Most of the comments around this were related to the length of the orientation and needing to wait to get to their units. I will continue to work with the ESH staff and the clinical faculty to improve this process in any way we can.

### **A. Impact on student learning and success.**

I believe the improvements in the orientation this year created a more positive learning environment as students knew what to expect. There was less anxiety expressed overall by students, and more excitement.

Comments from the anonymous survey following the experience included:

- “I told other students about the connections I made and how much I learned about mental health and the empathy I now have for anyone struggling with mental health. I think this is very important, because when you hear the stories from peers it builds up anxiety.”
- “This experience was absolutely incredible. I truly wish we had been able to spend a whole week there.”

- “Thank you for this very special learning experience. It taught me more about understanding people in general. I can't express enough how much I hope this continues in the future of the WVC nursing program. It helps teach lessons about compassion that are hard to explain through a textbook. Thank you for this experience, it is a good memory for me.”

## **B. Contribution to their discipline.**

Providing quality mental health clinical experiences meets our objectives for our nursing students. By consistently improving this experience, we have the opportunity to help students gain comfort in caring for patients with mental illness.

It is estimated that 23% (more than 1 in 5) people in the US live with mental illness. (NIH, 2023). It is imperative that students are ready to participate in this care. At the same time, patients with serious mental illness (schizophrenia, schizoaffective disorder, etc.) are hospitalized at a higher rate. Allowing students to work with these patients has been instrumental in helping students to gain confidence and destigmatize mental illness (will insert student comments here prior to submission of final project).

By creating a positive mindset, I believe we can help inspire student nurses to consider psychiatric nursing as a specialty. Even more importantly, we can form our students into nurses who approach people with mental illness with compassion, empathy, and respect. A quote from a student journal (shared with permission) states:

- “I am so deeply thankful to Wenatchee Valley College and Eastern State Hospital for allowing us all to experience such an incredible three days. I have learned more about myself this week than I have in a very long time. I left this experience with more compassion, understanding, and forgiveness. I now realize that we are all truly the same, and we all deserve to be treated as people, not as diagnoses or histories. Thank you all so incredibly much for allowing us this time to look at our beliefs and biases and realize that they do not have to follow us anymore. We can all expand our hearts and contribute to a kinder and more loving world, and it can all start with a simple conversation.”

## **C. Support of the District's mission, goals, and strategic plans**

The WVC mission includes “serving educational and cultural needs of communities and residents throughout the service area. The college mission statement includes” WVC delivers relevant, innovative, and experiential educational opportunities for thriving and health communities.” The clinical experience at ESH is in line with serving the needs of communities and residents of the service area. Even though this experience is in Medical Lake WA, the learning obtained will be applied to every patient interaction these students have in their future, especially when caring for a client with mental illness. In addition, some of the patients at ESH are from this service area.

Creating a positive experience is supportive of students. Ensuring that they are prepared for the experience demonstrates my commitment to being mindful of their individual needs. I seek to provide a positive and safe learning environment for all students.

This clinical experience also speaks to the priorities expressed in the WVC strategic plan (<https://www.wvc.edu/about/strategic-plan.html>). In particular, this project address #3 (1) *Integrate high-impact practices to engage and support students*. Effective orientation experiences have demonstrated efficacy in improving student experiences and supporting their learning in the clinical setting.

#### **D. Summary of student feedback.**

I anonymously surveyed students after completion of the clinical rotation (Jan 2025) about the orientation and the following statements were made:

Of the 16 respondents, 31.3% reported significant stress prior to going to ESH; 56.3% reported they had “some stress, but manageable”.

When asked about the revised orientation session, the students report the following:

- “I believe the information provided was enough and helpful!”
- “I think the presentation from Professor Chvilicek and Krabbe was very reassuring! I took home with me the statement that we needed to be cautious but also that they would not let anything happen to us. I appreciated the warning, and also the reassurance.”
- “I was given all the information I needed to be successful in the clinical setting.”
- “I think the orientation was perfect - it actually put me at ease, and I can't think of anything else that could have been included.”
- “Somewhat but it didn't really prepare us for what was to come.”
- “Great information, it decreased anxiety level.”

#### **Moving forward:**

We will continue to build on the orientation materials and provide more information about the physical layout of ESH as well as the individual units. Some students wished they knew who their unit partners were before they arrived and felt this would have helped with their anxiety. Other suggestions included small details like a list of suggested hotels to stay at. Some of these suggestions are easy additions that cumulatively will help with overall anxiety.

In addition, I will attempt to work more closely on creating an orientation experience in collaboration with the ESH educator. As the lead faculty, I will provide an outline of suggested topics in the hope that this will provide more focus to their orientation.

In addition, I will engage with them to discuss the possibility of a more formal experience for the students as they enter the unit, so they feel supported and engaged from day one of the experience. I anticipate this can be a challenge as this speaks to the culture of a community

partner, and my impact there is limited. But, I will try to continue to facilitate improvement in this area.

The nursing faculty team will also be adding more structure to the daily experience and post conference discussion as we move into concept-based teaching curriculum. I shared a brief outline of post conference discussion topics with my co-faculty this year, but I plan to expand and formalize that moving forward to help the students process the experience in a meaningful manner. This is work that has been part of our curriculum change, and I will help lead this work for this experience in Fall of 2025.

Thank you for reading about my project!

#### References:

Mikkonen K, Merilainen M, Tomietto M. (2020). Empirical model of clinical learning environment and mentoring of culturally and linguistically diverse nursing students. *J Clin Nurs*. 2020;29:653–661. <https://doi.org/10.1111/jocn.15112>

National Institutes of Health (September 2024). *Mental Illness*. National Institute of Mental Health. <https://www.nimh.nih.gov/health/statistics/mental-illness>

Splitgerber, H, Davies, S, Laker, S. (2021). Improving clinical experiences for nursing students in nursing homes: An integrative literature review. *Nurse Education in Practice*, 52, 103008. <https://doi.org/10.1016/j.nepr.2021.103008>

## S&A Fee Packet

DATE: May 14, 2025

TO: WVC Board of Trustees

FROM: Dr. Diana Garza, VP Student Affairs

RE: 2025-2026 Service & Activities Fee Proposal

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The following pages outline the proposed Service & Activities (S&A) fee budget for the 2025-2026 academic year, as developed by the Omak and Wenatchee Student Senates. The budget proposals cover a wide range of student services and programs, including but not limited to campus activities, academic and cultural events, student life, and athletic programs.

These proposals have been thoughtfully reviewed and unanimously approved by both Student Senates, and we present them for your consideration. Each budget request is accompanied by a justification, ensuring that each program is adequately funded to support student engagement and the development of a vibrant campus life.

We ask that you review these proposals in detail and provide any feedback or approval as appropriate.

Thank you for your time and attention to this important matter.

## Omak S&A Budget

Wenatchee Valley College Board of Trustees:

The following is an explanation of our S&A accounts that we have designated as carryover accounts for the ASWVC-Omak, 2025-2026 budget.

The Omak campus currently has three (3) special accounts. The only one of the three accounts that will be allocated funds is the Vehicle Reserve (2P036). Vehicle Reserve will be allocated 3% of the budget amount. The other two (2) accounts, which are Campus Projects (2P031) and Contingency (2P040), both have sufficient funds in them.

The S&A Budget has been voted on and unanimously approved by the Student Senate of Wenatchee Valley College at Omak on March 3rd, 2025.

Thank You for your time in reviewing our 25-26 S&A Budget. We look forward to your final approval.

Sincerely,

*Amber Watson*

Amber Watson

ASWVC-Omak Student Body President

Toal S&A fees		For Omak
	\$800,000	15% \$120,000

Funding 6.7% for the director of Student Life position. (8,040)

111,960

ASWVC Omak 2025 Budget Allocations		
<b>Total Budget:</b>		
2P040 (221,426) Contingency:	\$	-
2P031 (15,063) Campus Project Fund:	\$	-
2P036 (30,637) Vehicle Replacement Fund:	\$	3,358.80
		3%

<b>Remaining Balance:</b>	
---------------------------	--

ASWVC Omak Activities Programs		
<b>Balance:</b>	<b>\$</b>	<b>108,601.20</b>
264-2P037 Cabinet:	\$	(1,000.00)
264-2P010 Diversity & Inclusion		
		Leave Balance
Special Projects Funds	\$	(10,076.20)
264-2P035 Entertainment:	\$	(1,025.00)
		Leave Balance
264-2P032 Student Center:		
		Leave Balance
264-2P011 Transportation:		
		Leave Balance
264-2P016 Senate Wages	\$	(43,000.00)
		Leave Balance
264-2P034 Graduation:	\$	(500.00)
		Leave Balance
264-2P043 Leadership:	\$	(3,200.00)
		Leave Balance
264-2P052 Computer Supplies:		
264-2P054 Legislative Travel:		
264-2P002 Tutor Center:		
264-2P044 Copier Supplies:		
		Leave Balance
Bus Passes: Trango		
		Leave Balance
264-2P087 Omak Student Books		
		Leave Balance
264-2P045 Science Club:		
		Leave Balance
264-2P033 Nursing club	\$	(4,000.00)
		Leave Balance
264-2P028 CEK	\$	(2,500.00)
		Leave Balance
264-2P039 PTK:		
264-2P038 Psi Beta Club		
264-2P041 Red Road:		
		Leave Balance
264-2P014 Part Time Assistant	\$	(41,500.00)
		Leave Balance
264-2P089 TRiO		
264-2P070 MASK		
264-2P013 Counseling		
		Leave Balance
264-2P071 Student Pantry	\$	(1,300.00)
		Leave Balance
264-2P053 MEChA club	\$	(500.00)
		Leave Balance
<b>Remaining Balance:</b>	<b>\$</b>	<b>-</b>

This budget will allow senate to allocate through out the 2025-2026 year

This budget needs about 43,000

This budget needs about 41,500

Wenatchee Valley College Board of Trustees:

The 2025-2026 Service and Activities (S & A) fee budget has been developed by the S&A Fee committee and approved by ASWVC Senate. Request for applications extended from February 4th, 2025-February 21st, 2025, and was an online process. The application included:

- description of organization that includes mission, make up or membership, and operational plans
- narrative of the benefits the organization brings to students
- organizational goals for next academic year information on how past allocations have been used; and budget request, budget priorities, budget template with line-item narrative, and information on other funding sources.

There were 26 applications: ten from registered student organizations, thirteen academic departments, and 2 non-academic departments.

All requests were evaluated by the committee on February 25 through February 27. Each proposal was discussed individually and voted on by the committee. The committee did not request to have any additional information or presentations from the applicants.

The S&A Committee received an overview presentation about the student and activities fees process, and information about bias, ethics, and when to abstain from a vote. The District Code and the Killian Report were also provided as guiding documents.

The committee has thoughtfully reviewed all funding requests. We present this budget which is reflective of the balancing and prioritizing of various activities which benefit students and create a vibrant campus life in many ways. This budget continues most of the programs funded during the previous academic year. Additional growth is designed to support increased student participation in co-curricular programs.

The final budgets were presented to the ASWVC Senate for approval on March 3 rd and approved by a unanimous vote of 12-0-0.

In approving this budget, the Board of Trustees authorizes:

The ASWVC Budget Committee and the Director of Student Life, Leadership & Development, in coordination with the college Business Manager, to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.

- The ASWVC and the Director of Student Life proceed with the execution of the planned programs outlined herein.

Thank you for your time in reviewing our 25-26 S&A Budget. Please let us know if you have any further questions or comments. We look forward to your final approval.

Best Regards,

A handwritten signature in black ink, appearing to read "Dania Cuevas Sandoval". The signature is fluid and cursive, with a long horizontal stroke at the end.

Dania Cuevas Sandoval

ASWVC Student Senate President

**WENATCHEE VALLEY COLLEGE**



**SERVICES AND ACTIVITIES FEE  
BUDGET PROPOSAL**

**2025-2026**

ASSOCIATED STUDENTS OF WENATCHEE VALLEY COLLEGE  
SERVICE AND ACTIVITY FEE BUDGET PROPOSAL

**2025-2026**

*BOARD OF TRUSTEES*

Tamra Jackson, Board Chair  
Steve Zimmerman  
Wilma Cartagena  
Paula Arno Martinez, Vice Chair  
Phylcia Hancock Lewis  
and  
Dr. Faimous Harrison, President

*ASWVC BUDGET COMMITTEE MEMBERS*

Jack Engell, ASWVC Treasurer Student (Chair non-voting member)  
Karen Rivera ASWVC Secretary (voting member)  
Andres Mendoza-Flores, Club Member (voting member)  
Ryan Moore, Student at Large (voting member)  
Karina Mendoza-Flores, Outreach and Recruitment Coordinator,  
(voting member)  
Roberto Villa, Advisor (non-voting member)

*ASWVC STUDENT SENATE*

Dania Cuevas Sandoval, President  
Karen Rivera, Vice President  
Jack Engell, Treasurer  
Haven Sagdal, Secretary  
Morgan Rollman, Dir. Of Campus Activities  
Ava Burk, Dir. of Social and Civic Responsibility  
Anayi Vaca Gutierrez, Dir. Public Relations  
Ryan Moore, Dir. Of Health & Wellness  
Diana Morales Cruz, Dir. of Diversity  
Alustriel Lioliadis, Student Ambassador  
Jabriel Brown, Student Ambassador  
Jada Hall, Student Ambassador  
Diana Morales-Cruz, Student Ambassador



**TO:** WVC Board of Trustees

**FROM:** Dania Cuevas Sandoval, ASWVC Student Senate President  
Jack Engell, ASWVC Treasure, S&A Committee Chair  
Roberto Villa, ASWVC Advisor

*Dania Cuevas*

*Jack Engell*

*Roberto Villa*

**DATE:** March 3, 2025

**RE:** 2025-2026 Service and Activity Fee Budget Proposal

---

The 2025-2026 Service and Activities (S & A) fee budget has been developed by the S&A Fee committee and approved by ASWVC Senate. Request for applications extended from February 4th, 2025-February 21st, 2025, and was an online process. The application included:

- description of organization that includes mission, make up or membership, and operational plans
- narrative of the benefits the organization brings to students
- organizational goals for next academic year
- information on how past allocations have been used; and
- budget request, budget priorities, budget template with line-item narrative, and information on other funding sources

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- The ASWVC Budget Committee and the Director of Student Life, Leadership & Development, in coordination with the college Business Manager, to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.
- The ASWVC and the Director of Student Life to proceed with the execution of the planned programs outlined herein.

The following are the fiscal year 2025-2026 S&A fee budgets and brief descriptions of each area. Please let us know if you have any further questions or comments.

## **S&A Budget Summary**

### **Resources**

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The estimate of Services & Activities Fee revenue is based on projected 2025-2026 FTE levels (Full-Time Equivalent: 12 credit hours fulfilled by one student equals one FTE). The S&A revenue is an estimate is provided by the Vice President for Administrative Services.

Funds remaining from the prior year fiscal years revert to the Fund Balance Reserve or Contingency fund. Expenditures from this account are made through the approval of the ASWVC Student Senate. All unused funds from last year's allocations will be returned to ASWVC at the end of the fiscal year.

### **Expenditures**

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The ASWVC Budget Committee has thoughtfully reviewed all funding requests. We present this budget which is reflective of the balancing and prioritizing of various activities which benefit students and create a vibrant campus life in many ways. This budget continues most of the programs funded during the previous academic year. Additional growth is designed to support increased student participation in co-curricular programs.

## S&A Budget Summary

### **ASWVC Activities:**

**Fund Balance Deficit:** We no longer have a fund balance deficit and did not need to fund this line item.

**DEI/Cultural Events:** No request was made this year.

**Campus Activities/ Events:** This budget provides funds to bring a variety of activities and events to campus. Funds are managed through the Senate and this allocation covers most all campus events for the year such as dances, movie nights, intramural sports, festivals, music events etc.

**Graduation:** ASWVC renewed the annual allocation to fund the graduation ceremonies.

**Student Programs / In-Service Training:** This budget item is allocated to fund the training of FY 2025-26 ASWVC Senate members throughout the year including the fall student leadership conference offered through CUSP, training activities, winter retreat and spring end of year celebration. This was increased to cover the costs of the leadership conference which has historically come out of a different budget.

**Interclub Council:** Clubs are a valuable component of a student's educational experience. They offer opportunities for students to develop friendships and connections to the college, share similar interests, learn effective leadership and communication skills, and of course have fun. This budget provides funding for student clubs recognized by the ASWVC. These funds are used for events, programming, marketing, supplies, guest speakers, and other program expenses. Funds were also set aside for Club Council to put on events for all clubs to participate in such as the Fall Showcase, and SpringFest. Clubs that received funding are:

- MASK (Medical Assistance Student Knights)
- SNOW (Student Nurses of Wenatchee)
- Mechatronics
- Cyber Knights
- Refrigeration
- Water Power Club at WVC
- QSA (Queer Straight Alliance)
- PTK
- MEChA
- Psi Beta

**Residence Life:** ASWVC has provided funding for the residence life programs to enrich the experiences of the students who live on the WVC campus. These funds are used for new furniture, events and activities, and supplies for the Residence Hall.

**Special Projects:** This budget line provides funds for students to attend conferences and/or make presentations at conferences and includes a requirement for the student or organization to bring the knowledge back to the campus through a program, presentation, or report. The budget line also provides funding for projects, activities, equipment, furnishings, supplies, and other

unforeseen needs during the academic year. These funds are overseen by the student senate.

**Student Center Supplies:** This budget line funds the day-to-day needs of the student center throughout the academic year, including student ID cards, music licenses, sandwich board posters, Senate gear and other office supplies.

**Student Senate:** the ASWVC is comprised of fourteen Student Senate: the ASWVC is comprised of fourteen students: the Executive Board, which oversees the administrative functions of the Senate; the Campus Activities Board, which coordinates activities and events for campus; and Student Ambassadors, who coordinate direct outreach with the student body. These groups also provide campus tours and help with different outreach initiatives. Members of the Senate receive an hourly wage. This budget provides compensation for these students throughout the year. This increased by around \$18,000, allowing for an additional 18 hours a pay period, for a total of 68 hours.

**Student Life PT Hourly (Budget/Clubs):** The ASWVC recognizes the administrative support which is required to ensure success of events, programs, and activities held throughout the academic year. This budget line is to support the Student Life office, and the multitude of administrative tasks required in support of the ASWVC. Unfortunately, for the 2024-25 budget year there were not sufficient funds to support this important position.

**TRiO:** ASWVC recognizes the direct support offered to students through this program and how that support ensures student success. These funds allow the TRiO program to do college visits, purchase textbooks and provide other supplies to student's in their program.

**Tutor Center:** No request was made this year.

**Counseling Department:** Funds were requested and granted to help support events for mental health awareness through the Counseling department at WVC.

**Science Exploration Trips:** Each year a trip is offered to the San Juans for students to have hands on learning opportunities with Rob Fitch in the Biology department.

**Sustainability/Environment:** The sustainability work group at the college collaborates with students to provide an environmentally responsible campus. They also sponsor events such as Earth Day and Arbor Day.

**Math Center:** Funding for the Math Center is provided to help support student employee wages only. This proposal was only partially funded, because the ASWVC Senate and S&A Committee believe that the Math Center does not fit within the guidance of the S&A Fee, and it should be funded through other avenues.

**MESA:** MESA supports students in their program and other STEM students to successfully navigate college. These funds help support the center, visits to college campuses and other extra-curricular events for the MESA students.

**VetCorps Navigator:** There was no funding proposal for this year

**Music Department:** There was no funding proposal for this year.

**MAC Gallery:** ASWVC recognizes the benefit that outside artists can have on students' artistic development and have allocated funding in support of the MAC gallery. The WVC MAC Gallery was provided funding for five or more exhibitions, some of which will include student work. Students provide programming input and installation assistance for all exhibits.

**Knights Kupboard:** Understanding the struggles our students face with access to basic needs, ASWVC funded the Knights Kupboard this year to help with purchasing essentials for students in need.

**SRC MotorPool Position:** No position was created in the past, so there was not a proposal or funding allocated for this position.

**Foundation:** The Foundation is planning Food Truck night in the fall and wishes to provide tickets for students to attend. These funds will be used to purchase the event tickets to be distributed to students.

**Library:** No request was made this year.

**Puente to Excellence Orientation:** The requested funds would be used to offer multiple orientation programs to WVC students. The Puente to Excellence Orientation for first-year students will be a culturally relevant space for students to get the information and resources they need to be successful, including connections and a sense of belonging, a first quarter schedule and an academic plan. Welcome Week will take place during the first week of classes and will be for all students. The goal will be to generate excitement about the first week of classes.

**Student Recreation Center:** The ASWVC recognizes they need to help protect their investment in the SRC by helping refinish the multi-sport court surface. Therefore, SRC was awarded funds to replace a section of flooring.

**Student Professional Development:** The requested funds would be used for students to attend conferences like USHLI (United States Hispanic Leadership Institute), SOCC (Student Of Color Conference), or any conference during the Academic year.

**Dreamers Task Force:** The requested funds would be used to assist students in paying for fees related to immigration proceedings, such as DACA renewal fees or consultation fees.

## **ASWVC Athletics**

This budget reflects a collaborative partnership in funding between students and the college. The ASWVC recognizes the importance intercollegiate athletics brings to the college and community and funds a great majority of the expenses necessary to support our seven intercollegiate athletics teams: men's and women's basketball, women's volleyball, men's and women's soccer, baseball, and fast pitch.

The Athletic subsidy is funded as a percentage of the total budget after mandatory amounts are allocated as per the Financial Code to Omak, Contingency, Vehicle replacement and Campus Projects. This year ASWVC funded Athletics at 47% of the available funds thereby reserving 53 % percent of the available budget for all other activities and programs including clubs, senate, campus events and many other campus priorities which serve all students including athletes. It is within the discretion of the Director of Athletics to allocate they 47% percent of the budget as they see fit to support the seven WVC teams and athletics needs with direction from the Vice President of Student Affairs.

**ASSOCIATED STUDENTS  
2023-2024 S&A FEE OPERATING BUDGET**

	2023-2024	2024- 2025	2025-2026
ASWVC Omak (15%)	\$ 114,000.00	\$ 114,000.00	\$ 120,000.00
Campus Projects Fund(264-1POSS)	\$	\$	\$
Vehicle Replacement Fund(264-1P003)	\$ 19,380.00	\$ 19,380.00	\$ 18,150.00
ASWVC Contingency(264-1P054)	\$	\$	\$
Salaries	\$	\$	\$ 75,000.00
ASWVC Activities	\$ 344,641.00	\$ 344,641.00	\$ 311,030.50
ASWVC Athletics	\$ 281,979.00	\$ 317,143.93	\$ 275,819.50
<b>TOTAL</b>	<b>\$ 760,000.00</b>	<b>\$ 785,000.00</b>	<b>\$ 800,000.00</b>

**ASWVC WENTATCHEE BUDGET 2024-2025**

ACCINO.	ACCOUNTNAME	2023-2024	2024--2025	2025-2026
264-1P001	Fund Balance Deficit Payment	\$ -	\$ -	\$ -
264-1P003	Bus Payment	\$ -	\$ -	\$ -
264-1P015	DEi Cultural Events	\$ 30,000.00	\$ 34,000.00	\$ -
264-1P006	Events/Campus Activities	\$ 42,050.00	\$ 36,000.00	\$ 36,000.00
264-1P017	Graduation	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
264-1P004	Student Programs / In-Service Training	\$ 1,000.00	\$ 4,000.00	\$ 4,000.00
264-1P101	Interclub Council(all club accounts)	\$ 52,500.00	\$ 35,752.00	\$ 38,000.00
264-1P695	Knights Kupboard	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00
264-1P086	Link Transit	\$ -	\$ -	\$ -
264-1P008	Residence Life	\$ 15,000.00	\$ 28,460.00	\$ 10,350.00
264-1P012	Special Projects	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00
264-1P009	Student Center Supplies/ID Cards	\$ 12,000.00	\$ 15,000.00	\$ 12,000.00
264-1P005	Student Senate Wages	\$ 58,000.00	\$ 76,000.00	\$ 70,000.00
264-1P088	Student Programs PT Hourly	\$ -	\$ -	\$ -
264-1P102	TRIO	\$ 6,000.00	\$ 8,400.00	\$ 6,500.00
264-1PTC	Tutor Center	\$ -	\$ -	\$ -
264-1P042	MAC Gallery	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00
264-1P022	Sustainability/Environment	\$ 2,500.00	\$ 5,800.00	\$ 5,000.00
264-1P046	MESA Program	\$ 12,000.00	\$ -	\$ 8,500.00
264-1P021	Math Center	\$ 25,000.00	\$ 15,000.00	\$ 20,000.00
264-1P044	Science Explorations Trips	\$ 3,200.00	\$ 3,400.00	\$ 3,600.00
264-1P023	VetCorps Navigator	\$ -	\$ -	\$ -
264-1P024	Music Department	\$ 11,391.00	\$ -	\$ -
264-1P013	Counseling Department	\$ 1,000.00	\$ 3,200.00	\$ 1,683.00
264-1P	International Programs	\$ 8,000.00	\$ -	\$ -
264-1P011	MotorPool Position	\$ 10,000.00	\$ -	\$ -
264-1P025	Foundation	\$ -	\$ 1,000.00	\$ 2,750.00
264-1P026	Library	\$ -	\$ 4,700.00	\$ -
264-1P019	New Student Orientation	\$ -	\$ 22,800.00	\$ 5,000.00
264-1P027	SRC	\$ -	\$ 10,320.00	\$ 9,500.00
264-1P	Student Professional Development	\$ -	\$ -	\$ 6,000.00
264-1P	Dreamers Task Force	\$ -	\$ -	\$ 5,000.00
	<b>SUBTOTAL:</b>	<b>\$ 344,641.00</b>	<b>\$ 368,832.00</b>	<b>\$ 310,883.00</b>

**INTERCLUB COUNCIL SUBSIDIES**

<b>ACCT NO.</b>	<b>ACCOUNTNAME</b>	<b>2025-2026</b>
264-1P101	Interclub Council	6,000
	QSA	2,500
	Cyber Knights	2,000
	SNOW	5,000
	<b>MASK</b>	3,000
	Mechatronics	2,500
	Psi Beta	2,000
	Water Power Club	2,000
	Refrigeration	6,500
	PTK	2,500
	MEChA	4,000
	<b>SUBTOTAL:</b>	<b>\$38,000</b>

**ATHLETIC SUBSIDIES**

<b>ACCINQ.</b>	<b>ACCQUNI NAME</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>**2025-2026</b>
264-1P061	Athletic Director	3,500		
264-1P090	*Game Management	0		
264-1P063	Fastpitch Softball	30,000		
264-1P064	Baseball	30,000		
264-1P065	Men's Basketball	30,000		
264-1P066	Women's Basketball	30,000		
264-1P098	Uniform Replacement Cycle	7,479		
264-1P068	*Scholarships	60,000		
264-1P070	Men's Soccer	27,000		
264-1P071	Women's Soccer	27,000		
264-1P072	Volleyball	27,000		
264-1P062	Post Season Travel	5,000		
264-1P080	Sports Medicine	5,000		
	*Meal Money	0		
	*Operations	0		
	*Transportation	0		
	*Lodging	0		
	*Equipment	0		
	<b>SUBTOTAL:</b>	<b>\$281,979</b>	<b>\$317,144</b>	<b>\$275,819.50</b>

\*Represents sub-object expenses for what all sports spend in these areas each year. Allocations are made to specific sports budgets to cover these expenditures. This does not reflect exact allocations to budgets for athletics, those are made by the Athletic Director at the start of the new fiscal year.

\*\*Previous allocation models will be provided to the new athletic director for their knowledge in building their budget as needed.

## 2025-2026 Tuition and Fees

The WVC Board of Trustees annually approves the tuition schedule for the coming academic year. The legislature released tuition changes for the current academic year, including a 2.4% increase for 2019-20.

Local Boards have authority to set the service and activity fee (S&A) portion of tuition. Legislation allows collections up to the amount proposed below. Other distributions from tuition are set by legislation or the State Board.

The changes will be effective fall quarter and are detailed on the attached tuition schedule.

Under current SBCTC policy, lower division resident tuition is \$131.96 per credit for the first 10 credits and \$255.94 for upper division resident tuition distributed as follows:

<b>WENATCHEE VALLEY COLLEGE</b>			
<b>LOWER DIVISION TUITION</b>			
<b>2025/2026 QUARTERLY FEE SCHEDULE~ EFFECTIVE FALL 2025 TO SUMMER 2026</b>			
<b>Number of Credits</b>	<b>Washington Resident</b>	<b>Non-State Resident</b>	<b>Non-US Resident</b>
1	131.96	150.94	339.30
2	263.92	301.88	678.60
3	395.88	452.82	1017.90
4	527.84	603.76	1357.20
5	659.80	757.70	1696.50
6	791.76	905.64	2035.80
7	923.72	1056.58	2375.10
8	1055.68	1207.52	2714.40
9	1187.64	1358.46	3053.70
10	1319.60	1509.40	3393.00
11	1384.69	1575.50	3466.57
12	1449.78	1641.60	3540.14
13	1514.87	1707.70	3613.71
14	1579.96	1773.80	3687.28
15	1645.05	1839.90	3760.85
16	1710.14	1906.00	3834.42
17	1775.23	1972.10	3907.99
18	1840.32	2038.20	3981.56
19+ credits	118.39/credit	118.39/credit	325.73/credit
<b>Vocational Programs</b>			
19+ credits	17.75/credit	48.85/credit	48.85/credit

<b>WENATCHEE VALLEY COLLEGE</b> <b>UPPER DIVISION TUITION</b> 2025/2026 QUARTERLY FEE SCHEDULE~ EFFECTIVE FALL 2025 TO SUMMER 2026			
Number of Credits	Washington Resident	Non-State Resident	Non-US Resident
1	255.94	274.92	718.88
2	511.88	549.84	1437.76
3	767.82	824.76	2156.64
4	1023.76	1099.68	2875.52
5	1279.70	1374.60	3594.40
6	1535.64	1649.52	4313.28
7	1791.58	1924.44	5032.16
8	2047.52	2199.36	5751.04
9	2303.46	2474.28	6469.92
10	2559.40	2749.20	7188.80
11	2572.69	2763.50	7203.10
12	2585.98	2777.80	7217.40
13	2599.27	2792.10	7231.70
14	2612.56	2806.40	7246.00
15	2625.85	2820.70	7260.30
16	2639.14	2835.00	7274.60
17	2652.43	2849.30	7288.90
18	2665.72	2863.60	7303.20
19+ credits	242.37/credit	242.37/credit	705.31/credit

<b><u>REGISTRATION FEE</u></b>	\$30.00 per quarter, (Wenatchee Campus only). Does not apply to non-credit classes (continuing education).
<b><u>COMPREHENSIVE FEE</u></b>	\$1.50 per credit, \$15 maximum (Omak Campus only)
<b><u>INSTRUCTIONAL TECHNOLOGY FEE</u></b>	\$70.00 per quarter (Wenatchee Campus), \$70.00 per quarter (Omak Campus)
<b><u>STUDENT REC CENTER FEE</u></b>	\$80.00 per quarter. (Wenatchee Campus only)
<b><u>ADDITIONAL FEES</u></b>	Some classes assess additional fees. Other courses may require payment of non-refundable deposits. <i>Complete fee schedules are available.</i>
<b><u>BOOKS</u></b>	WVC uses an online bookstore: <a href="#">Wenatchee Valley College Online Bookstore</a>
<b><u>PARKING PERMIT</u></b>	\$25.00 per quarter, NONREFUNDABLE \$70.00 per year (Wenatchee Campus only, optional)

**WENATCHEE VALLEY COLLEGE RESERVES THE RIGHT TO CHANGE THIS SCHEDULE WITHOUT PRIOR NOTICE.**

## 2025-2026 Tuition Fee Waivers

Annually, the Board of Trustees reviews and adopts tuition waivers for the upcoming academic year as allowed by the State Board for Community and Technical Colleges.

The WVC schedule of waivers is attached with the amounts charged in place of resident or non-resident tuition rates. Waivers are grouped as mandatory by statute or SBCTC policy, or locally optional.

Waivers are the difference between standard resident or non-resident tuition rates and the amounts actually charged for specific student groups. A complete list of waivers authorized by the legislature and State Board is available at <http://www.sbctc.ctc.edu>.

**Tuition and Fee Waivers 2025-26**

Tuition and fee waivers are divided into categories: (A) those set by the WVC Board of Trustees, (B) those set by the State Board for Community and Technical Colleges and (C) those created by statute. Percentage waivers are applied to the entire base of operating fee, building fee and student activity fee.

<b>Waiver</b>	<b>Amount Charged</b>
<b><u>A. WVC Optional Waivers</u></b>	
Financial Need Based Students	No tuition or fees
High School completion-resident	\$19.80/credit (85% waived)
Athletic Waiver-Resident and Non-Resident (lower division)	\$411.00/quarter
Athletic Waiver-Resident and Non-Resident (upper division)	\$656.00/quarter
Eligible Veterans or National Guard Members	50% of resident tuition and fees
Other Military or Naval Veterans	50% of resident tuition and fees
Active Duty Military-Resident	No S & A or building fee
Vocational Students (over 18 credits)-Resident	\$17.75/credit (85% waived of 19+ credits)
Vocational Students (over 18 credits)-Non-Resident	\$48.85/credit (85% waived of 19+ credits)
 <u>Space Available Waivers</u>	
State employees (preference given to WVC employees)	\$5/class
Senior Citizen Audit (Space Available)	\$5/class
 <u>Ungraded/Course-Based Waivers</u>	
Retirement (Senior Citizen)	\$39.59/credit (70% waived)
Farm Management	\$43.95/credit (66.7% waived)
First aid, EMT, Paramedic	\$72.58/credit (45% waived)
Parenting Education	\$19.80/credit (85% waived)
 <u>Nonresident Tuition Differential</u>	
Nonresident US Citizen	Resident operating + non-resident building and S & A fees (\$150.94)
Refugees	Resident operating fee + 25% + non-resident building and S & A fees (\$176.67)
High School Completion-Non-Resident	\$131.96/credit (resident tuition)
Military Personnel-Active, Non Resident	Resident tuition (must live in WA)
American Indian	Resident tuition
 <b><u>B. SBCTC Mandatory Waivers</u></b>	
ABE/ESL	\$25 per student, per quarter
Apprenticeship	50% of resident per-credit amount for tuition and fees (operating and building fees) and services and activities (S & A) fees.
High School 21	\$25 per student per quarter
 <b><u>C. Statutory Mandatory Waivers</u></b>	
Children and Spouse of Totally Disabled or POW/MIA or Deceased Eligible Veterans or National Guard	No tuition or fees
Children and Spouses of Deceased or Disabled Law Enforcement Officers or Firefighters	No tuition or fees
Wrongly Convicted Person	No tuition or fees

H.Maddy  
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\*Rounded up to .xx

**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

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:	Revenue Forecast	Actual Expenses as of report downloaded on 04.15.2025
<b>101 Funds-</b>		
<ul style="list-style-type: none"> <li>Our state allocation is projected to be \$23,875,273 including provisos and program funding. This also includes the \$551,273 reduction in allocation from the OFM accounting error.</li> </ul>	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%
<b>149 Funds-</b>		
<ul style="list-style-type: none"> <li>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.</li> </ul>	Anticipated base operating expense ==>	39,388,499.00
	Total Forecasted Revenue	42,430,839.00
<b>148 Funds-</b>		
<ul style="list-style-type: none"> <li>Fee revenue is projected to come in at \$2,473,248. Fee revenue reflects the approved changes to the fee schedule and enrollment growth.</li> </ul>		Pacing ==> 85.05%
<b>146 Funds-</b>		
<ul style="list-style-type: none"> <li>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.</li> </ul>	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: $\frac{289}{365} \approx 79.1781\% \times 12 \approx 9.5 \text{ months}$	
	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% X \$39,388,499.00 ≈ \$31,187,058.11	
	5. Actual expenses as of 04.15.2025: We have spent \$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-		
<ul style="list-style-type: none"> <li>\$207,182 in WVC Foundation sourced funds dedicated to specific endowed agriculture and allied health instruction and equipment.</li> </ul>		
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.

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Secretary

Date

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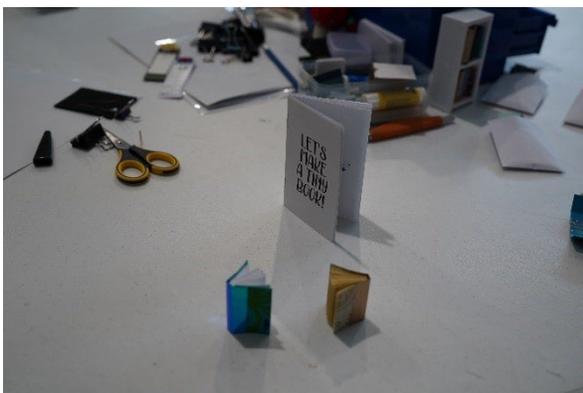
Chair

Date

## CELEBRATING SUCCESS

### Mental Health Awareness Month – Destress Fest

Counseling recently hosted their 3<sup>rd</sup> annual De-Stress Fest at the Student Rec Center and it was a success! Between Omak and Wenatchee Campuses, we had approximately 84 attendees, both students and staff. The event offered students and staff a much-needed opportunity to relax and recharge during a busy academic period. With a variety of engaging activities such as yoga sessions, arts and crafts, reading corner and free snacks, the event created a warm, welcoming atmosphere that promoted mental wellness and community bonding. Feedback from attendees was overwhelmingly positive, with many expressing appreciation for the thoughtful planning and inclusive nature of the event. Overall, the De-Stress Fest successfully fulfilled its goal of providing a relaxing, restorative break for all who attended.



## 2025 Sustainable NCW Earth Day Fair at WVC



Wenatchee Valley College partnered with Sustainable NCW to host the 2025 Earth Day Fair on our Wenatchee campus on April 19. The day began with an Earth Day Fun Run co-organized by WVC’s Sustainability Committee and Sustainable NCW. Over 500 community members were in attendance and the college participated in organizing a plant sale, leading a tree campus tour, and a poetry reading. Valuable connections were made with over fifty non-profit organizations and businesses in the Wenatchee Valley area with missions to promote sustainability across North Central Washington.

The event was a successful opportunity for our community to celebrate Earth Day on our campus and was featured in local media in print and in a special feature with Sustainable NCW and Dr. Joan Qazi on NCW Life’s Wake Up Wenatchee Valley.

While the event included collaboration from many offices across the college and our partner organizations, Dr. Joan Qazi’s leadership and engagement with the community helped make this event possible. The positive feedback the college has received from attendees, vendors, and our partner organizations are a testament to this.

## SPECIAL REPORTS

### Amber Watson, ASWVCO President

**Current cabinet:** President: Amber Watson, Vice President: Irene Adem, Secretary/Treasurer: Bianca Escatel, Director of Campus Activities: Waylon Diehl, Director of Public Relations: Position Vacant, Student Ambassadors: Max Gadeberg, Student Ambassador: Isabel Steinshouer, Student Ambassador: Terry Allen, Advisor: Edith Gomez, Program Assistant: Dayla Culp.

#### Events:

- Upcoming events hosted by ASWVCO, set to take place on Omak Campus.
  - ASWVCO is assisting the counseling department with their events on the Omak Campus for Mental Health Awareness Month. Three events to be held throughout the month of May. Senate will aid with funding, advertising and any other area we can help with during these events.
  - Alumni Block Party- ASWVCO is gearing up to host the Alumni Block Party on the Omak Campus. This event will take place on May 16<sup>th</sup> from 3-6pm. We are excited to partner with The Omak and Wenatchee Foundations, local vendors, and others to host a public event celebrating WVC Alumni and their success in the community.

#### Motions:

- We moved to approve \$2,525 from the Entertainment budget on April 1st for Mini golf for the Alumni Block Party.
- We moved to approve \$400 from the Entertainment budget for two polaroid cameras and film on April 8<sup>th</sup> to offer photos at events (such as graduation) for students. The motion was amended to \$412.08 on April 15<sup>th</sup> to cover price change of product.
- We moved to approve \$5,500 from Graduation on April 8<sup>th</sup> to secure our Graduation Speakers contract.
- We moved to approve \$55 from the Student Center budget on April 8<sup>th</sup> for coffee pods for the student lounge.
- We moved to approve \$500 from the Campus Project budget on April 15<sup>th</sup> for banners that will hang around our campus representing our college.
- We moved to approve up to \$100 from the Entertainment budget on April 15<sup>th</sup> for the purchase of Popcorn for events.

- We moved to approve \$60 from the Student Center budget on April 15<sup>th</sup> for the purchase of menstrual products to distribute in restrooms throughout campus.
- We moved to approve \$400 from the Student Center budget on April 15<sup>th</sup> for groceries for the student lounge.
- We moved to approve \$15 from the Entertainment budget on April 15<sup>th</sup> for the purchase of more eggs for the Easter Egg Hunt.
- We moved to approve \$250 from the Graduation budget on April 22<sup>nd</sup> for an honorarium for Citizens Drum, who perform the honor song at graduation.
- We moved to approve \$1,500 from the Graduation budget on April 22<sup>nd</sup> for the purchase of graduation gifts.
- We moved to approve \$300 from the Entertainment budget on April 22<sup>nd</sup> for supplies for mental health awareness events.
- We moved to approve \$40 from the Campus Projects budget on April 22<sup>nd</sup> for the purchase of pizza for those who are painting the stairs.
- We moved to approve \$280 from the Entertainment budget on April 22<sup>nd</sup> for a dunk tank for the Alumni Block Party event.
- We moved to approve \$1000 from the Campus Projects budget on April 22<sup>nd</sup> for sidewalk sign holders.
- We moved to approve \$1500 from the Entertainment budget on April 22<sup>nd</sup> for the end of the year trip for senate members.
- We moved to approve up to \$25 from the Campus Projects budget on April 29<sup>th</sup> for purchase of zip ties.
- We moved to approve \$100 from the Entertainment budget on April 29<sup>th</sup> for the purchase of items to put in the gumball machine to offer students.
- We moved to approve up to \$400 from the Campus Projects budget on April 29<sup>th</sup> for the purchase of paint and supplies for painting the stairs to the student lounge.
- We moved to approve \$400 from the Student Center budget on April 29<sup>th</sup> for groceries for the student lounge.

**Other:**

- DEI hosted an American Asian/ Pacific Islander Heritage month event on May 7<sup>th</sup> this was well attended by Wenatchee Valley College students and ASWVCO members.
- SNOW@O hosted an event bringing awareness to opioid addiction, it went well.

- There is a new club active as of April 22<sup>nd</sup> on the Omak Campus. MASK Omak is a club for those interested in Medical Assistance. They are currently running a hygiene drive on campus.
- The recruitment process for the student senate team for the upcoming year is currently in progress, there are several applicants with interviews planned for May 12<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>.
- ASWVCO is in the process of planning an event in honor of Pride Month to take place on June 4<sup>th</sup>. Details are still being finalized.

Respectfully Submitted,  
Amber Watson  
ASWVCO Student Body President

## Dania Cuevas, ASWVC President

### CURRENT MEMBERS:

President: Dania Cuevas Sandoval

Treasurer: Jack Engell

Director of Campus Activities: Morgan Rollman

Director of Diversity: Diana Morales Cruz

Director of Social and Civic Responsibilities: Ava Burk

Student Ambassador: Andres Mendoza Flores

Student Ambassador: Alustriel Lioliadis

Vice President: Karen Rivera

Secretary: Haven Sagdal

Director of Health and Wellness: Ryan Moore

Director of Public Relations: Anayi Vaca

Student Ambassador: Jada Hall

Student Ambassador: Jabriel Brown

### UPDATES:

- Our Senate team meets every Friday at 12:00 pm for the spring quarter.
- Still continuing open basketball night in the Rec Center every Wednesday night.
- Our Senate team volunteered at the Earth Day Fair and Fun Run event.
- Our Senate team participated in the NWCCU student forum.

### EVENT UPDATES:

- The Student Senate hosted an Easter egg hunt where students had a great time searching for hidden eggs across campus. Six special golden eggs were also hidden throughout the week, with winners receiving a prize basket.
- Student Senate collaborated with clubs to organize the Spring Showcase, featuring interactive club tables, fun inflatables, and complimentary food for all students.

### UPCOMING EVENTS:

- Apple Blossom parade – May 3rd 10am - 2pm
- Basketball Tournament – May 15th 3-5 pm
- Kickball Tournament – May 27th 3-5 pm
- Laser Tag – May 12th 7-9 pm
- AppleSox – June 10th
- Ice cream social – June 12-2pm

### SENATE ACTIONS AND APPROVALS:

- Senate approved the use of the Student Rec Center on June 13th for Pinnacles Prep's 8th grade graduation.
- Senate approved \$3,000 in funding for MESA's graduation ceremony.
- Senate approved \$4,000 to host a Laser tag coming on May 12th.
- Senate approved \$1,500 to support the Easter Egg Hunt event.

EVENT PICTURES:

Earth Day Fun Run:



Spring Showcase



Easter Egg Hunt winners:



## Sharon Wiest, AHE President

Below are the highlights of the Wenatchee Valley College AHE since the April Board Meeting

- AHE Executive Board worked on having a slate of Candidates for May elections
- AHE Executive Board went over the program changes Dr. Treat had presented at the BPRTF the week before.
- As President, I attended meetings with Dr. Treat and Lisa Turner and each FT faculty member separately who are affected by the program changes.
- AHE General Meeting had over 50 full and part-time faculty attendees who came to hear about the program changes being rolled out at WVC.
- Micky Jennings, Machining Faculty, and Sharon Wiest went to the Washington Education Association Representative Assembly with 1000 other educators from school districts and community colleges.
- Faculty members Micky Jennings, Zach Jacobson, Tria Skirko, Angela Russell and Sharon Wiest be meeting with the administration team to discuss issues related to the program revisions and the implementation. We have another meeting scheduled in May once the budget is signed by the Governor.
- Sharon Wiest is in ongoing contact with other AHE presidents from the other community colleges in the state of Washington.
- Sharon Wiest meets with the President Harrison at least once a month
- Sharon Wiest has had many meetings with individual faculty members over a variety of faculty individual issues. AHE sub-committees, including salary and grievance work with administration to resolve these issues.
- The faculty is scheduling training for the incoming negotiations team. Several former negotiators will be helping on the negotiations support team.
- The faculty are concerned about the lack of funding in the budget for the WPEA contract.

Sincerely,

Sharon Wiest

WVC AHE President & WVC Mathematics Professor

## Wendy Glenn, WPEA Chief Shop Steward

The ratified Classified Union Contract was not funded by the legislature, even though it's been reported in the media that ALL state employees got a raise for this year.

WPEA Contracts that were ratified after the October 1<sup>st</sup> deadline, and were funded:

- o Yakima Valley College
- o House Democratic Legislative Staff
- o Senate Democratic Legislative Staff

WPEA Contracts that were ratified after the October 1<sup>st</sup> deadline, and were NOT funded:

- o General Government
- o Higher Education Coalition
- o Highline College

The difference? The latter 3 are negotiated by OFM (Office of Financial Management) and took longer to ratify. The latter 3 were not funded, and so no pay raise goes into effect on July 1, 2025. Contracts not funded are not implemented, therefore the terms and conditions of the 2023-2025 contract remain in effect, except for compensation, for one year. We will go back into bargaining and renegotiate a new contract, unless Governor Ferguson vetos, or line-item vetos the parts pertaining to our union. He has until May 17, 2025 to sign or veto.

Employers cannot fund the contracts with a different source, the funding can only come from the legislature.

Some legislators believe all the contracts were funded. The budget committee, which includes only a subset of legislators, decided not to fund our contracts. Those subset of legislators then produced information and talking points that said that the contracts were funded, with no mention of the 3 WPEA agreements, that were not funded. This has caused confusion with agencies, colleges and other elected officials who all thought that the "contracts were funded" statement applied to all labor agreements.

We expected OFM to do their part—to return to the bargaining table, to negotiate in good faith. Instead, they refused. We waited for months before they came back to the table, we even had to sue them. This delay didn't come from us. Other contracts that were able to ratify in December did not have to bargain with OFM and continued bargaining right through October and November. We didn't even get OFM to come back to the table until December. (Opinion: We might want to seriously reconsider using OFM as Wenatchee Valley College's bargaining agent in the future.)

We have a lot of confused Classified Staff that saw the media announcements but then found out they won't be getting the COLA raise. Union members are writing letters to Governor Ferguson at this time urging him to veto the budget unless ALL union contracts are fully funded.

Respectfully submitted,

Wendy Glenn  
WVC Chief Shop Steward for WPEA

## ACTION

### 2026-2027 Academic Calendar

The Academic Calendar Committee began meeting in late 2024 to develop the 2026-2027 Academic Calendar, as outlined in Academic Calendar Procedure 1400.600. Drafts went out to all campus for review and comments were received from faculty and staff. The final draft was reviewed in April by the cabinet and presented to the board for review.

**RECOMMENDATION:** That the board approve 2026-2027 Academic Calendar

Dr. Diana Garza, Vice President of Student Affairs

## 2026-2027 Academic Calendar

	Fall	Winter	Spring	Total
 Teaching Days	50	48	52	<b>150</b>
 Final Exams	3	3	3	<b>9</b>
 Prep Day	1	1	0	<b>2</b>
 Advising Day	1	1	1	<b>3</b>
 President's Day	1	0	0	<b>1</b>
 Deans Day	1	1	1	<b>3</b>
 Flexible Professional Days*	2	1	0	<b>3</b>
			<b>Total: 171</b>	
 Graduation			Target: 171	
 Holidays				
 First day of quarter				

RULES
i. One required professional day at the discretion of the District President. [PRESIDENT'S DAY]
ii. Three required professional days (one per quarter, FWS), at the discretion of the appropriate Dean. [DEANS DAYS]
iii. Three required professional days (one per quarter) for advising and registration. [ADVISING DAY]
iv. Two required professional days (one in winter, one in spring) for classroom preparation. [PREP DAYS]
v. Seven flexible professional days, three scheduled and four non-scheduled. Individual faculty members may schedule their non-scheduled flexible professional days as they determine to be most beneficial to the District. There is no prior approval required for work performed on these days.

\* Refer to current AHE collective bargaining agreement

\* Make sure Holiday and Advising day are offset

**Fall Quarter**

*Teaching Days*  
8

September 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	<del>7</del>	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	<del>11</del>	12	13	14
15	16	17	18	19	20	21
22	23	24	25	<del>26</del>	<del>27</del>	28
29	30					

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	<del>25</del>	26
27	28	29	30	31		

Grades Due Dec 18 3pm

**Winter Quarter**

*Teaching Days*  
19

January 2027						
S	M	T	W	T	F	S
					<del>1</del>	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	<del>18</del>	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	<del>15</del>	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Grades Due Mar 26 3pm

**Spring Quarter**

*Teaching Days*  
3

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**Summer Quarter**

*Teaching Days*  
3

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	<del>18</del>	19
20	21	22	23	24	25	26
27	28	29	30			

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2027						
S	M	T	W	T	F	S
				1	2	3
4	<del>5</del>	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	<del>31</del>					

August 2027						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	<del>18</del>	<del>19</del>
20	21	22	23	24	25	26
27	28	29	30			

Grades Due Jun 23 3pm  
 June 17 - Wenatchee Graduation  
 June 20 - Omak Graduation

## 2025-2026 Student Fee Schedule

### Administrative Services -

The following page outlines proposed fee changes for FY2526 across several administrative services areas, including parking fees, technology fees and printing service fees. Each proposal is accompanied by a rationale explaining why the adjustment or addition is necessary. Moderate increases are suggested to offset inflation, account for rising operational costs and to align with market rates. These proposals focus on maintaining quality services while ensuring financial sustainability.

Administrative Services	Approved FY2425	Proposed FY2526	Rationale
Parking Fees	\$2 - \$40 quarter; \$70 - \$150 annual	\$3 - \$45 quarter; \$75 - \$155 annual	Moderate increases in fees for administrative services are suggested to offset inflation, rising operational costs, and the need to maintain or improve service levels. This is the only source of revenue for maintaining parking lots.
NEW Course Material Fee		Variable	This fee is for printing services. In lieu of a bookstore, this will serve as a printing service for classroom materials.
Instructional Technology Fee	\$65.00/quarter	\$70.00/quarter	Moderate increase in fees for cybersecurity expenses, contract expenses and increased replacement costs.

### Student Affairs –

The following page outlines proposed fee changes for FY26 across several student services areas, including Identification Cards, Residence Life, and the Student Rec Center. Each proposed change is accompanied by a justification, explaining why the adjustment is necessary - whether due to increased operational costs, program enhancements, or aligning with market rates. These proposals aim to maintain quality services while ensuring financial sustainability.

ID CARD	FY25	PROPOSED FY26	JUSTIFICATION
ASWVC Identification Card Replacement Fee	\$8	\$10	Price has increased for the cost of the card and machine supplies. The first card is free, the fee is for replacements.

RESIDENCE LIFE	FY25	PROPOSED FY26	JUSTIFICATION
Dorm Deposit (refundable)	\$200	\$300	To reflect the increase in the quarterly fee.
Dorm Room Nightly (student)	\$18.31	\$25	To reflect an increase in the cost of doing business.
Administrative/Programming Fee	\$200	\$300	This fee is used to support events and programs within the hall. Programming costs have increased including the cost of food for events.
Quarterly Fee	\$1650	\$1950	Costs have increased to maintain the residence halls, including labor costs, utilities, and maintenance have increased. This increase keeps the monthly rate, \$650 well below the local market rate.
FINE: Tampering/Disabling Fire Safety Devices	\$250	\$350	Increase to reflect the severity of the sanction. We also looked at other institutions, and this is comparable.
Early Termination Fee	\$750	\$975	To reflect the increase in the quarterly fee.
FINE: Lock Out (after three)	\$10	\$25	Because of the high lock out rates, we hope to decrease the need of this response by increasing the fine. Lockouts can take up significant time for whoever is on-call.

STUDENT REC CENTER	FY25	PROPOSED FY26	JUSTIFICATION
Students	\$70 per quarter	\$80 per quarter	Average Student Fee for a Rec Center in the Northwest was \$280 per academic year (however some offer more in their facility). \$80 quarterly = \$240 yearly

**RECOMMENDATION:** That the board approve the 2025 – 2026 Student Fee Schedule

**LOCAL FEES AND SALES FOR 2025-26**

**PROPOSED**

The Board of Trustees of each community college district is authorized to establish incidental fees and to receive revenues from the sale of items that are by-products of an educational program (RCW 28B-15-140 and WAC 131-28-025). The fees presented here will be implemented fall quarter unless otherwise noted. All Wenatchee Valley College proposed fees comply with legislative directives.

**I. CLASSIFICATION OF FEES AND SALES**

Fees may be established to cover the cost of a service or goods required of all students (or all students within a specific program). Lab and material fees are established to cover the cost of materials that are consumed or used while performing class or laboratory work, for maintaining a healthy lab or class environment, for transportation to field trips, and for the repair, replacement or use of equipment used by the students.

The following fees are approved by the Wenatchee Valley College Board of Trustees.

	Approved FY 2024-25	Proposed FY 25-26	Per	Wenatchee	Omak	Item Type
<b>A. LAB, MATERIAL AND INSTRUCTIONAL FEES</b>						
1. Art						
Ceramics	\$60.00		class	148.011.LG031		220001500740
Printmaking	\$60.00		class	148.011.LG031		220040010704
Painting & Drawing	\$60.00		class	148.011.LG031		220001500760
Figure Drawing	\$60.00		class	148.011.LG031		220001500720
Graphic Design	\$60.00		class	148.012.LK038		220001501140
2D Art	\$60.00		class	148.011.LG031		220001500680
3D Art & Sculpture	\$60.00		class	148.011.LG031		220001500700
Digital Design	\$58.00		class	148.012.LK022		220001501930
2. Automotive Technology	\$60.00		class	148.012.LK021		
3. Computer Technology & Systems	\$50.00		quarter	148.012.LK017		220001500880
4. Environmental Systems & Refrigeration Technology	\$160.00		class	148.012.LK028		220001501020
5. Industrial Technology	\$95.00		class	148.012.LK034		220001501800
6. Machining	\$16.00		credit	148.012.LK033		220001501060
7. Medical Laboratory Technology	\$50.00		class	148.012.LK062		220001501280
8. Welding	\$75.00		class	148.012.LK020		220001500960
9. Instructional Technology*	\$65.00	\$70.00	quarter	148.041.1A012		200000019125
*Dedicated to the cost of supplies and maintenance of the computer labs, campus wide printservices and general student technology infrastructure.	\$65.00	\$70.00	quarter		148.041.2A012	200000019125

10. Emergency Medical Training	\$110.00		class	148.012.LK066	220001501340				
11. Nursing Programs	\$110.00		class	148.012.LK047	220001501260				
CNA	\$100.00		class	148.012.LK068	220001501360				
12. RN to BSN	\$100.00		class	148.012.LK065	220001501880				
LPN to BSN	\$100.00		class	148.012.LK065	220001501880				
13. Physical Education									
Fitness Center	\$12.00		quarter	148.011.LG020	220001500660				
Yoga, Weights, Pilates	\$12.00		class	148.011.LG020	220001500640				
14. Outdoor Recreation Equipment Fee	\$15.00		class	148.012.LK019	220040011011				
15. Radiologic Technology	\$110.00		class	148.012.LK063	220001501300				
16. Science and Other Labs									
Biology Lab	\$37.00		class/2 hr lab	148.011.LG051	220001500840				
Chemistry Lab	\$37.00			148.001.LG052	220001500830				
Physics Lab	\$37.00			148.011.LG055	220001500850				
Earth Science Lab	\$37.00			148.011.LG053	220001500870				
Chemistry	\$63.00		class/4 hr lab	148.011.LG052	220001500800				
Chemistry	\$90.00		class/6 hr lab	148.011.LG052	220001500820				
Anthropology Lab	\$37.00		class	148.011.LG039	220001500780				
17. HOEEP	\$150.00		quarter	148.012.LK011	220001501680				
18. Technical Professional Software									
BCT Software	\$18.00		class	148.012.LK016	220001500900				
Industrial Electronics Software Fee	\$75.00		class	148.012.LK034	220001501100				
19. Technical Professional Labs									
Agriculture/Tree Fruit	\$29.00		class	148.012.LK025	220001501000				
Criminal Justice	\$29.00		class	148.012.LK014	220001500920				
Natural Resources	\$40.00		class	148.012.LK057	220001501860				
20. Engineering Software	\$75.00		quarter	148.012.LK034	220001501120				
21. BAS Engineering Equipment Fee	\$150.00		class	148.012.LK056	220001501720				
22. ABE/ESL Materials Fee	\$10.00		quarter	148.018.LH084	220001501950				
23. Private Music Instruction	\$500.00		credit	148.011.LG033	220001501840				
24. Music Technology	\$40.00		class	148.011.LG033	220001502100				

25.	Athletic Training Equipment/Supplies	\$25.00	class	148.011.LG020	220001500620
26.	Robotics	\$75.00	class	148.012.LK039	220001501160
27.	BAS-T Fee	\$75.00	class	148.012.LK055	220001502097
28.	Pharmacy Tech Lab Fee	\$110.00	class	148.012.LK069	220001501940
29.	Medical Assistant Lab Fee	\$110.00	class	148.012.LK015	220001501920
30.	Per Course Fee	\$2.00 - \$4.00	credit		
	NEW *\$3.00 per credit course fee will be applied to all new courses.				
	Course Fee Comp/ Tech Systems	\$3.00		148.012.LK017	220001502051
	Course Fee Economics	\$2.00		148.011.LG017	220001502052
	Course Fee PEH	\$3.00		148.011.LG020	220001502053
	Course Fee Humanities	\$3.00		148.011.LG032	220001502055
	Course Fee Music	\$4.00		148.011.LG033	220001502056
	Course Fee Theater Arts	\$3.00		148.011.LG034	220001502057
	Course Fee Geog	\$2.00		148.011.LG035	220001502058
	Course Fee English	\$3.00		148.011.LG036	220001502059
	Course Fee World Languages	\$3.00		148.011.LG037	220001502060
	Course Fee Communications	\$3.00		148.011.LG038	220001502061
	Course Fee Anthropology	\$2.00		148.011.LG039	220001502062
	Course Fee Education	\$3.00		148.011.LG040	220001502063
	Course Fee AHS	\$2.00		148.011.LG041	220001502064
	Course Fee Political Science	\$2.00		148.011.LG042	220001502065
	Course Fee History	\$2.00		148.011.LG043	220001502066
	Course Fee Psychology	\$2.00		148.011.LG044	220001502067
	Course Fee Sociology	\$2.00		148.011.LG045	220001502068
	Course Fee Philosophy	\$3.00		148.011.LG046	220001502069
	Course Fee Chicano Studies	\$2.00		148.011.LG047	220001502070
	Course Fee Biology	\$3.00		148.011.LG051	220001502071
	Course Fee Chemistry	\$3.00		148.011.LG052	220001502072
	Course Fee Earth Sciences	\$3.00		148.011.LG053	220001502073
	Course Fee Math	\$3.00		148.011.LG054	220001502074
	Course Fee Physics	\$3.00		148.011.LG055	220001502075
	Course Fee Dev Education	\$3.00		148.016.LH086	220001502076
	Course Fee ACCT BUS	\$3.00		148.012.LK013	220001502077
	Course Fee Criminal Justice	\$3.00		148.012.LK014	220001502078
	Course Fee Medical Assistant	\$3.00		148.012.LK015	220001502079
	Course Fee BCT	\$3.00		148.012.LK016	220001502080
	Course Fee Outdoor Rec	\$3.00		148.012.LK019	220001502081
	Course Fee Automotive	\$3.00		148.012.LK021	220001502082
	Course Fee Agriculture	\$3.00		148.012.LK025	220001502083
	Course Fee Refrigeration	\$3.00		148.012.LK028	220001502084
	Course Fee Industrial Tech	\$3.00		148.012.LK034	220001502085
	Course Fee ADN Nursing	\$3.00		148.012.LK047	220001502086
	Course Fee BAS Teaching	\$3.00		148.012.LK055	220001502087
	Course Fee BAS Engineering	\$3.00		148.012.LK056	220001502088
	Course Fee Natural Resources	\$3.00		148.012.LK057	220001502089
	Course Fee MLT	\$3.00		148.012.LK062	220001502090
	Course Fee RadTech	\$3.00		148.012.LK063	220001502091

	Course Fee BSN Nursing	\$3.00			148.012.LK065		220001502093			
	Course Fee Chemical Dependency	\$3.00			148.012.LK067		220001502094			
	Course Fee Pharm Tech	\$3.00			148.012.LK069		220001502095			
	Course Fee Early Childhood Education	\$3.00			148.012.LK071		220001502096			
	Course Fee Digital Design	\$3.00			148.012.LK022		220001502099			
	Course Fee Graphic Design	\$3.00			148.012.LK038		220001502098			
	31. Course Fee Art	\$17.00		class	148.011.LG031		220001502054			
<b>B. MISCELLANEOUS SERVICE FEES</b>										
	1. ASWVC Identification Card Replacement Fee	\$8.00	\$10.00	each	522.264.1P009		300001501580			
	2. ABE/ESL Identification Card	\$10.00		each	522.264.1P009		300001501620			
	3. International Student Application Fee	\$50.00		each	148.061.1D024		290000000040			
	5. Service Fees									
	NSF Check Processing Fee	\$40.00		each	148.082.1B086		300000151675			
	Lost Keys/Other WVC Items	up to \$10.00		each	148.092.1F006		300001502020			
	Business Office Invoice Fee	\$12.00		quarter	145.182.1B086		300001501260			
	Duplicate Copies (W2, 1099, 1098T)	\$8.00		each	145.182.1B086		300001501940			
	6. Parking Fees (\$2 - \$40 quarter; \$70 - \$150 annual)	variable								
	NEW \$3 - \$45 quarter; \$75 - \$155 annual									
	Wenatchee campus only.									
	New Permit - Student and Staff			quarter	528.252.1B092		300001501020			
	New Permit - Student and Staff			annual	528.252.1B092		300001501020			
	Permit Renewal			quarter	528.252.1B092		300001501060			
	Evening Permit			quarter	528.252.1B092		300001501100			
	Reserved Permit			quarter	528.252.1B092		300001501120			
	Reserved Permit			annual	528.252.1B092					
	Parking Permit Staff			quarter	<del>528.252.1B092</del>		300001501080			
	Daily Permit			each	528.252.1B092					
	Parking Fine	variable	\$27 - \$450	each	528.252.1B092		300001501040			
	7. Registration Fee	\$30.00		quarter	148.066.1D001		200000000040			
	Used to support registration.									
	8. Transcript Fee	\$10.00		each	148.500.14040		300000173525			
	Same day transcript processing fee	\$20.00		each	148.500.14040		300001501220			
	9. Payment Plan Charge -Enrollment	\$25.00		quarter	148.082.1B081		380000000500			
	10. Payment Plan Late Charge	\$40.00		each	148.082.1B081		380000000600			
	11. Acceptance Fee - Limited Enrollment Programs	\$50.00		each	148.043.1K045		290000000150			
	Nursing	\$50.00		each	148.043.1K045		290000000150			
	Rad Tech	\$50.00		each	148.043.1K045		290000000150			
	Medical Assistant	\$50.00		each	148.043.1K045		290000000150			
	Pharmacy Tech	\$50.00		each	148.043.1K045		290000000150			
	Medical Lab	\$50.00		each	148.043.1K045		290000000150			

	Chemical Dependency	\$50.00		each	148.043.1K045		290000000150			
	<b>NEW Behavioral Health</b>	<b>\$35.00</b>		<b>each</b>	<b>148.043.1K045</b>					
12.	Allied Health Key/ID/Certificate Replacement	\$20.00		each	148.012.LK044		300001502060			
	Fee covers the cost of replacing lost keys, clinical ID cards and certificates.									
14.	Bachelor's Application Fee									
	Fee covers the initial application process to Bachelor's programs									
	Engineering	\$50.00		each	148.012.LK056		220040071001			
	Teaching	\$50.00		each	148.012.LK065		220040020027			
	Data Analytics	\$50.00		each	148.012.LJ054					
15.	BSN Application Fee									
	Fee covers the initial application process to BSN program									
	Nursing	\$50.00		each	148.012.LK065		220001501320			
17.	Diploma Copy Fee	\$3.00		each		148.085.1D021	300001502000			
18.	Additional Diploma Cover Fee	\$6.00		each		148.085.1D021	300001501200			
<b>C. TESTING FEES</b>										
	Fees cover the cost of test materials, processing, proctors, transcribing, and activities pertaining to assessment.									
1.	Challenge									
	Testing	\$50.00		each	148.061.1D060		300001501400			
				credit		148.061.1D060	300001501340			
				(15 max.)	146.111.1U020		300001501460			
2.	Per credit fee	\$10.00								
3.	Radiologic Technology Test	\$52.00		each	148.012.LK063		220001501900			
4.	Proctor Fee									
	Any test administered independently for individuals who are not students at Wenatchee Valley College.									
		\$25.00		each	148.063.1D069		300001501380			
						148.063.2D069	300001501440			
<b>D. PASS THROUGH FEES - EXTERNAL PROGRAMS AND INSURANCE</b>										
	Fees that are collected as an amount to be remitted to an outside agency, e.g., insurance, field trips, ski lift tickets, testing fees, are established by the third party or to cover the cost of the service.									
1.	Insurance - Allied Health Care Liability Malpractice	variable	\$16 - \$22	quarter	148.011.LK051		220001501640			
	Rates subject to change from the insurance company. All health care students in clinicals are required to obtain this coverage.									
2.	Insurance - Student Intern Liability Cooperative Work Experience	variable	\$12 - \$20	quarter	148.011.LK051		220001501660			
3.	Additional Diploma Cover	\$5.00		each	148.061.1D021					
4.	First Aid Card	\$20.00		class	148.012.LK044		220001501240			
6.	Book Fee									
	Fee covers the actual cost of books or specialized supplies for a course.									
	SDS Book Fee - Career Tests	\$21.00		class	148.063.1D004		220001501620			
	<b>NEW Course Materials Fee</b>	<b>variable</b>		<b>each</b>	<b>448.255.1B008</b>					



	Third Offense	\$75.00		each	573.262.1B095		500001500280			
	Roof Access	\$100.00		each	573.262.1B095		500001500280			
	Tampering/Disabling Fire Safety Devices	\$250.00	\$350.00	each	573.262.1B095		500001500280			
	Early Contract Termination Fee	\$750.00	\$975.00	each	573.262.1B095		500001500280			
	Overnight Guest Violation	\$40.00		each	573.262.1B095		500001500280			
	Garbage	\$25.00		each	573.262.1B095		500001500280			
	Lock Out (after three)	\$10.00	\$25.00	after 3	573.262.1B095		500001500280			
K.	Lost Key	\$10.00		each	148.092.1F006		500001500280			
L.	Residence Hall Parking Fee									
	Quarterly Residence Hall Parking Fee	\$10.00		each	528.252.1B092		300001501160			
	Annual Residence Hall Parking Fee	\$25.00		each	528.252.1B092		300001501160			
2.	Student Recreation Center (SRC)									
	WVC Guest Non-WVC	\$6.00		each	522.264.1P103		150-VX			
	WVC Student Guest (with current student ID)	\$4.00		each	522.264.1P103		150-VX			
	WVC Transitional Studies/Summer (Optional)	\$5.00		quarter	522.264.1P103					
	SRC Equipment Rental	variable		each	522.264.1P103					
	SRC Room Rental	variable		each	522.264.1P103					
<b><u>F. PROFESSIONAL DEVELOPMENT AND COMMUNITY EDUCATION COURSES</u></b>										
	Fees vary to cover costs of the courses.									
<b><u>G. ADJUNCT PROGRAM SALES</u></b>										
	Funds collected are subsequently used to support the program generating the sales. These sales of goods or services are created as an adjunct to the instructional programs.									
1.	Automotive Repair	variable		each	570.265.1B023		150-AT			
2.	Tree Fruit/Horticultural Sales	variable		each	570.265.1B024					
<b><u>H. STUDENT SELF IMPOSED FEES</u></b>										
1.	Comprehensive Fee	\$1.50/credit; \$15.00 max.		credit		528.252.2B093	220001501760			
	This north campus fee is dedicated to various student areas rather than collecting individual fees. (i.e. graduation, parking lot maintenance)									
2.	Student Recreation Center (SRC)	\$70.00	\$80.00	quarter	522.264.1P103		150-VW			
<b><u>II. APPROVAL PROCESS AND ACCOUNTING FOR FEES AND SALES</u></b>										
<b><u>A. LAB, MATERIALS AND SERVICE FEES</u></b>										
	All new fees or changes in fees require approval by the Board of Trustees. Annually, information is distributed about current fee revenue and expenses and fees are reviewed by area directors, deans or others. Recommendations for changes are made by deans or directors and discussed by the president's cabinet before being presented to the Board for approval.									

**B. PASS THROUGH FEE CHARGES - TESTING, INSURANCE & EXTERNAL PROGRAM FEES**

Fees collected and remitted to an outside agency, (e.g., insurance, field trips, ski lift tickets, testing fees) are established by the third party. Wenatchee Valley College collects these fee amounts only as a service to students. These fees are not subject to legislative restrictions and are reported to the Board as an information item.

**C. SALES**

Departments producing goods or a service as a by-product of the educational program may retain the revenues for use in the instructional program.

**D. ANNUAL APPROVAL BY THE BOARD OF TRUSTEES**

All fees are approved by the Board on an annual basis.

**E. STUDENT APPROVED FEES**

The Student Recreation Center (SRC) Fee (\$5.00 per credit, maximum of \$75.00 per quarter) and the Omak Comprehensive Fee (\$1.50 per credit, maximum of \$15.00 per quarter) are student initiated and approved fees.

**F. ACCOUNTING AND BUDGETING**

The fiscal services office is responsible for maintaining current fee code and rate tables for ensuring correct assessment of fees.

All fees and program revenues are budgeted for the coming fiscal year, based upon historical revenue collections and projected program changes. Updates may be made to budgets in response to enrollment or other program changes. Any balance at the close of a fiscal year is carried forward to the next fiscal year. This process will allow for planned expenditures that exceed the annual revenue collected. All budget adjustments are processed through the district budget manager for reporting to the Board. Laboratory and material fees may not be used to cover salary expenses unless directly related to the lab environment.

## Policy Updates

### REVISED POLICY:

#### 500.405 SERVICE ANIMAL POLICY

Style Definition: Heading 5: Space After: 6 pt

##### A. POLICY

It is the policy of Wenatchee Valley College to afford individuals with disabilities, who require the assistance of a service animal, with equal opportunity to access college property, courses, programs, activities and employment.

This policy complies with the [Americans with Disabilities Act \(ADA\)](#) of 1990 as amended; Section 504 of the Rehabilitation Act of 1973 (P.L. 93-11) and [45 CFR Part 84](#); Fair Housing Act of 1968 [42 U.S.C. 3601 et seq.](#); and [Chapter 49.60 RCW](#) [Chapter 49.60.215 RCW](#).

Field Code Changed

##### B. DEFINITIONS

**Service Animal:** A service animal is a dog or miniature horse that has been formally trained to perform tasks for the benefit of an individual with a disability, including physical, sensory, mental, psychological, intellectual, or other mental disabilities.

**Service Animal Trainee:** A service animal trainee is a dog or miniature horse that is being trained as a service animal.

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**Therapy Animal:** A therapy animal is an animal that provides emotional support or passive comfort that alleviates one or more of the identified symptoms or effects of a disability. A therapy animal (also known as an emotional support animal or comfort animal) is not a service animal under this policy. Access for therapy animals is evaluated similar to any other request for accommodation and should be directed to the student access coordinator office.

**Owner:** Owner means any person having an interest in or right of possession to a service animal, or any person having control, custody, or possession of a service animal or service animal trainee.

##### C. WHERE SERVICE ANIMALS OR SERVICE ANIMAL TRAINEES ARE ALLOWED

Generally, owners of service animals or service animal trainees are permitted to be accompanied by their service animal or service animal trainees in all areas of the college's facilities and programs where the owner is allowed to go. Such areas include public areas, public events, classrooms, and other areas where college programs or activities are held. Limited exceptions for service animal or service animal trainee access are noted in Section H below.

##### D. ASSESSING SERVICE ANIMAL STATUS

###### 1. Permitted Inquiries

College personnel must permit service animal access to an event or activity with its owner when it is readily apparent that the animal is trained to do work or perform tasks for its owner. Examples include a dog guiding an individual who is blind or has low vision, pulling an individual's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability.

If the need for the service animal is not apparent, college personnel may only ask the following of service animal owners:

- a. Is the service animal required because of a disability?
- b. What work or task has the animal been trained to perform?

If the owner states that the animal is required because of a disability and that the animal has been trained to do work or a task for the owner, then the service animal must be

admitted. (See Section H for areas where a service animal may be excluded.) If there is any doubt that an animal is a service animal, college personnel should admit the animal and then consult with the student access coordinator regarding future access.

[The college may post signage indicating the misrepresentation of an animal as a service animal or service animal trainee may result in a civil infraction of up to \\$500 pursuant to chapter 7.80 RCW.](#) ~~Misrepresentation of a service animal can incur a penalty up to \$500.~~

Service animal owners must not be asked about the nature of their disability or for medical documentation of it, except as provided in Sections I and J below. Owners may not be asked for a special registration, identification card, license, or other documentation that the animal is a service animal, or to demonstrate the animal's ability to perform work or tasks.

2. College Assistance

Service animal owners are not required to register their service animal with the college. Service animal owners, including students and guests, who regularly access college buildings are encouraged to contact the WVC Student Access Office or Human Resources (see Section L). The student access officer or human resources office can then assist the owner by providing advance notice to college personnel, such as faculty, advisers, building coordinators, etc., that the owner and service animal are entitled to access. Employees with service animals [or service animal trainees](#) should follow the process outlined in Section J.

**E. SERVICE ANIMAL [OR SERVICE ANIMAL TRAINEE](#) OWNERS' RESPONSIBILITIES**

Service animal [or service animal trainee](#) owners are responsible for complying with:

1. Keeping the service animal [or service animal trainee](#) under their direct control at all times, such as by a harness, leash, or other tether; however, if the use of a harness, leash, or other tether interferes with the service animal's [or service animal trainee's](#) safe, effective performance of work or tasks, or if the owner's disability prevents the use of such devices, then the service animal [or service animal trainee](#) must be under the owner's control through voice control, signals, or other effective means.
2. Ensuring the service animal [or service animal trainee](#) does not disturb or disrupt normal academic or administrative functions.
3. Immediately cleaning up after the service animal [or service animal trainee](#) and properly disposing of the service animal's [or service animal trainee's](#) waste or other debris.
4. Preventing the service animal from entering any pond or fountain located on college premises.
5. Complying with any relevant city, county, and/or state license and leash laws while the service animal is on college premises, including the city of Wenatchee Municipal Code [5.28.150] "All dogs and cats over 6 months of age...shall have current rabies vaccination"; [5.28.015] "Any owner of a dog or cat four months old or older must obtain valid license."

The owner is responsible for damage or injury caused by the service animal [or service animal trainee](#).

**F. REMOVAL OF SERVICE ANIMALS [OR SERVICE ANIMAL TRAINEE](#) FROM COLLEGE FACILITIES**

College personnel may only ask service animal [or service animal trainee](#) owners to remove their service animal [or service animal trainee](#) from college premises or from the immediate area as follows:

1. If the service animal [or service animal trainee](#) is not under the owner's direct control or the service animal [or service animal trainee](#) is disturbing or disrupting the normal administrative, academic, or programmatic routine, then the owner must first be given an opportunity to get the animal under control. If the disruption or disturbance continues, then the owner may be asked to remove the animal; or
2. If the presence, behavior, or actions of the service animal [or service animal trainee](#) constitutes an immediate risk or danger to people or property, the owner can be asked to immediately remove the animal and campus security or 911 (emergency assistance) may be contacted.

If asked to remove the service animal [or service animal trainee](#), the owner must be offered the opportunity to return to the college premises or the immediate area without the service animal [or service animal trainee](#) and be provided with reasonable assistance at that time to participate in the college service or program.

A service animal may only be excluded for an individual event based on its or the owner's behavior at that event. The service animal [or service animal trainee](#) or its owner cannot be excluded from future events based on a problem at a past event, except as provided in Section G.

Owners with concerns about the removal of their service animal [or service animal trainee](#) should contact the student access coordinator or human resources (see Section L).

#### **G. VIOLATIONS OF POLICY**

Depending on the seriousness of the animal's conduct or repeated conduct, service animals [or service animal trainee](#) may be excluded from college property temporarily or permanently. The safety, security and emergency manager is responsible for conducting the necessary assessments regarding ongoing or permanent removal of a service animal [or service animal trainee](#). If a service animal [or service animal trainee](#) is excluded, the designated disability services offices are available to assist in evaluating reasonable accommodations for the owner.

Owners who violate this policy or disregard an instruction to remove or exclude a service animal [or service animal trainee](#) from college property may be subject to additional penalties, including banning from any college property, or other fines or penalties under applicable city, county, or state rules, regulations, or laws. Violations of this policy by an owner who is a college student or employee may be referred for corrective or disciplinary action.

#### **H. RESTRICTIONS ON ACCESS FOR SERVICE ANIMALS [OR SERVICE ANIMAL TRAINEES](#)**

A service animal [or service animal trainee](#) may be restricted from specific areas of the college when consistent with other college policies, state, and/or federal laws/regulations. Examples of these areas may include:

1. Food preparation areas; and
2. Biologically sensitive or hazardous research sites.

If a service animal [or service animal trainee](#) is restricted from certain areas, the designated disability services offices are available to assist in evaluating reasonable accommodations for the owner.

#### I. SERVICE ANIMALS AND THERAPY ANIMALS IN COLLEGE HOUSING

Requests to use service animals or therapy animals in college housing must be made through the appropriate housing office or designated disability services office (see Section L).

#### J. EMPLOYEES WITH SERVICE ANIMALS

Under board policy 500.400, "Reasonable Accommodation," college employees who require the use of a service animal in the workplace should make a request for an accommodation. For more information and to make a request for a workplace accommodation, contact the human resources office (see Section L).

#### K. SERVICE ANIMALS IN TRAINING

Service animals in training ~~may be are~~ permitted, ~~but are not entitled~~ to, the same access as service animals. ~~Individuals wanting to use college premises for service animal training should contact the student access coordinator.~~ Any individual bringing a service animal in training on college property is responsible for complying with this policy including Section E ~~and other applicable sections above, including the following:~~

1. ~~If the college customarily charges a person for damages that the person causes to the place, the college may charge a service animal trainer for damages that a service animal trainee causes to the college.~~
2. ~~If an animal is not under control as required in this subsection, the college may consider the animal to be out of control for purposes of the following:~~
  - a. ~~Except as provided in this subsection, the college may not deny a service animal trainer the right to be accompanied by a service animal trainee in any area of the college that is open to the public or to business invitees. The college may require a service animal trainer to remove a service animal trainee if:~~
    - i. ~~The animal is not trained to urinate and defecate outside of the facility or only in an appropriate place; or~~
    - ii. ~~The animal is out of control and effective action is not taken to control the animal.~~
  - b. ~~The college may impose legitimate requirements necessary for the safe operation of the college. The college must ensure that the safety requirements are based on actual risks, not on speculation, stereotypes or generalizations about persons with disabilities.~~

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#### L. DESIGNATED DISABILITY SERVICES OFFICES

Student Access Manager (for members of the public and students).

Email: [kli@wvc.edusas@wvc.edu](mailto:kli@wvc.edusas@wvc.edu)

Phone: 509.682.6854

Executive Director of Human Resources (college employees).

Email: [bellamy@wvc.eduhumanresources@wvc.edu](mailto:bellamy@wvc.eduhumanresources@wvc.edu)

Phone: 509.682.64405

**M. COMPLAINT RESOLUTION RESOURCES**

Individuals who wish to make a complaint that a college employee may have violated the college's nondiscrimination and/or non-retaliation policies, including a failure to permit access to a service animal under this policy, may contact:

A designated disability services officer listed in Section L

The [United States Department of Education Office for Civil Rights](#) (OCR)

Email: [ocr@ed.gov](mailto:ocr@ed.gov)

Phone: 1.800.421.3481 (Voice)

The [Equal Employment Opportunity Commission](#)

Phone: 1.800.669.400 (Voice) or 1.800.669.6820 (TTY)

The [Washington State Human Rights Commission](#)

Phone: 1.800.233.3247 (Voice) or 1.800.300.7525 (TTY)

*Approved by the president's cabinet: 12/4/18,     /     /*

*Adopted by the board of trustees: 1/16/19,     /     /*

*Last reviewed: 5/13/23 / /*

Policy contact: Human Resources

**Related policies and procedures**

1400.095 [Service & Emotional Support Animals Procedure](#)

DRAFT

## REVISED POLICY:

### 000.110 GRANTS AND CONTRACTS POLICY

It shall be the policy of Wenatchee Valley College that all ~~sponsored projects, including~~ proposals for grants, contracts and agreements, meet the following criteria:

1. The project or activity must be consistent with the overall mission of the department and the college, including conformity with college policies, legal and financial considerations and the college's service capabilities.
2. All grants, contracts and agreements, sponsored projects prior to implementation, must be in written form and approved by the appropriate signing authority as defined in college procedures. The board of trustees has delegated to the president the authority to make applications and accept agreements on behalf of the college. The president may delegate that authority, but no person without such delegation is authorized to enter into such agreements.
3. In order to support the indirect costs incurred in providing externally funded programs or services, the college shall review each proposal for inclusion of indirect costs in the funding requests, as allowed by the funding agency.

*Adopted by the board of trustees: 4/11/01*

*Last reviewed: \_\_/\_\_/\_\_*

Policy contact: The grants office

#### **Related policies and procedures**

None identified at this time

## REVISED POLICY:

### 400.085 COURSE SUBSTITUTION OR WAIVER BECAUSE OF A DISABILITY POLICY

Wenatchee Valley College recognizes that students facing extraordinary circumstances due to a ~~documented~~ disability may on occasion appeal to have course substitutions or waivers. ~~The college shall develop and update appropriate statements, regulations, and procedures for approval of the president's cabinet. The board of trustees' delegates to the president or designee the responsibility for defining, describing, developing and administering the course substitution or waiver because of a disability procedure. Students with disabilities may request a course substitution or waiver by following the Course Substitution or Waiver Because of a Disability Procedure [1400.085]. Students requesting such substitution or waiver are expected to engage in the individualized, interactive process, as outlined on the Student Access Services website.~~

*Approved by the president's cabinet: 4/15/03, 8/15,23*

*Adopted by the board of trustees: 6/4/03, 9/13/23*

*Last reviewed: 9/13/23*

Policy contact: Student Access

#### **Related policies and procedures**

- 400.075 [Classroom Accessibility for Students with Disabilities Policy](#)
- 400.080 [Academic Adjustments & Auxiliary Aid for Students with Disabilities Policy](#)
- 400.090 [Accommodations for Students with Learning Disabilities Policy](#)
- 1400.075 [Classroom Accessibility for Students with Disabilities Procedure](#)
- 1400.085 [Course Substitution or Waiver Because of a Disability Procedure](#)

## REVISED POLICY:

### 400.540 INTERCOLLEGIATE ATHLETICS POLICY



Wenatchee Valley College offers a program of intercollegiate athletics as part of the total educational program at the college. The extent of the programs depends upon the interests of students as participants. The Northwest Athletic ~~Association of Community Colleges~~ Conference (NWAC) sets participation requirements.

*Approved by the president's cabinet: 4/15/03*

*Adopted by the board of trustees: 6/4/03*

*Last reviewed: 2/27/25 / /*

Policy contact: Student Services

#### **Related policies and procedures**

None identified at this time

## REVISED POLICY:

### 400.500 STUDENT CLUBS & ORGANIZATIONS POLICY



Student clubs and organizations may be established to provide for service, charitable, social, artistic, recreational, or educational activities that are not in conflict with those of the college. Clubs and organizations must be registered with the student programs-life office.

*Approved by the president's cabinet: 4/15/03*

*Adopted by the board of trustees: 6/4/03*

*Last reviewed: / /*

Policy contact: Student Services

#### **Related policies and procedures**

1400.500 Student Clubs & Organizations Procedure

## REVISED POLICY:

### 400.550 INTRAMURAL SPORTS POLICY

Students who are currently enrolled in classes at Wenatchee Valley College are welcome to participate in the intramural sports program. Quarterly opportunities are provided for student participation. Rules of participation and sign-up sheets are maintained in the student ~~programs-~~ recreation center office.

*Approved by the president's cabinet: 8/1/07*

*Adopted by the board of trustees: 11/21/07*

*Last reviewed: / /*

Policy contact: Student Services

#### **Related policies and procedures**

None identified at this time

## REVISED POLICY:

### Changes:

- Clarified that computer labs may also be used by authorized guests participating in public events or rentals, aligning the policy with current practice.
- The printing policy was updated to reflect current processes and to remove outdated and overly specific language. The revised language describes printing as being managed through a college-designated system with a quarterly student printing allocation, allowing flexibility if systems, vendors, or allocations change in the future. The policy also clarifies that all printing must comply with Wenatchee Valley College policies, including the Acceptable and Ethical Use Policy.
- Updated the acceptable use policy link to point to the current 700.125 Acceptable and Ethical Use Policy, replacing outdated references to the State of Washington's network policy.

### **400.150 COMPUTER LAB USE POLICY**

This policy governs the use of computer labs on campus. These labs include the library and any other instructional areas that have student access to computers. Violations can be subject to prosecution and/or loss of student access to computer labs.

1. Labs are open **only** to registered students of WVC and those covered through cooperative agreements.
2. Students may not modify, reconfigure, or tamper with any computer hardware or software, nor may they attempt to gain unauthorized access to any computer network. Attempting unauthorized access to computer networks is a violation of both state and federal laws.
3. Intentionally introducing a computer virus into any Wenatchee Valley College computer system is a violation of both state and federal laws.
4. First priority is given to classes that have scheduled time in the lab. Second priority is given to students doing homework and research for currently enrolled classes. Lowest priority is given to students using the lab for "Surfing the Net" or other non-instructional activities. A student may be requested to give up their position to another student with higher priority, and depending on demand for services, a time limit may be imposed.
5. Printing in computer labs is managed through a college-designated system. Each student receives a printing allocation each quarter, which they may use at their discretion. If students exceed this allocation, they may add additional funds to their account. All printing must comply with applicable Wenatchee Valley College policies, including the Acceptable and Ethical Use Policy. Printouts are limited to academic work. Printing limits will be determined as is necessary for each lab. These limits will be clearly marked and enforced. Failure to comply with set printing limits may result in the loss of computer lab access.
6. Any use of the computers in Wenatchee Valley College labs must comply with the Acceptable and Ethical Use Policy (700.125).
7. Accessing obscene, abusive, or highly offensive material is not allowed.

*Supersedes: 7.P.24*

Approved by the president's cabinet: 5/15/03

Approved by the board of trustees: 6/4/03

Last reviewed: \_\_/\_\_/\_\_

Policy contact: Technology

**Related policies and procedures**

None identified at this time

**RESCIND POLICY:**

Policy can be rescinded as it is no longer applicable.

~~400.460 CHILD CARE GRANTS POLICY~~

~~State funds received for providing limited childcare services to students will be implemented through modest childcare grants.~~

~~Supersedes: 7.P.22~~

~~Approved by the president's cabinet: 4/15/03~~

~~Adopted by the board of trustees: 6/4/03~~

~~Last reviewed: \_\_/\_\_/\_\_~~

~~Policy contact: Student Services~~

~~Related policies and procedures~~

~~None identified at this time~~

**RECOMMENDATION:** That the board approve the updates to policy 500.405 Service Animals and policy 000.110 Grants and Contracts.