



BOARD OF TRUSTEES MEETING  
**January 15, 2020**  
3:00 P.M. – Room 2310, Wenatchi Hall

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**AGENDA**

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<b>CALL TO ORDER</b>	
<b>APPROVAL OF MINUTES</b>	
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<b>PUBLIC COMMENT</b>	
Persons wishing to address the board must sign up and limit their remarks to three minutes.	
<b>ADJOURNMENT</b>	

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

BOARD MEETING: **January 15, 2020**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

**Board Minutes of November 20, 2019**

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BACKGROUND:

Attached are the minutes from the November 20, 2019 board meeting for approval.

RECOMMENDATION:

**That the minutes from the November 20, 2019 board meeting be approved.**



## WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

### Regular Board Meeting

November 20, 2019 – 3:00 P.M.

Room 2310, Wenatchi Hall

## MINUTES

### ATTENDANCE

Trustees Present:

Tamra Jackson, Acting Board Chair

June Darling

Steve Zimmerman

Also Present:

Cabinet Members

Faculty Members

Classified Employees

### CALL TO ORDER – 3:03 P.M.

The regular board meeting was opened with the reading of the land acknowledgement statement by acting Board Chair, Tamra Jackson.

### APPROVAL OF MINUTES

#### 1. October 23, 2019, Board Meeting

MOTION NO. 2318

Steve Zimmerman moved that the minutes of the October 23, 2019 board of trustees meeting be approved. The motion was seconded by June Darling and carried unanimously.

### CELEBRATING SUCCESS

#### 2. Wells Hall Groundbreaking

Wenatchee Valley College hosted a Wells Hall groundbreaking ceremony on Tuesday, October 29. The ceremony was a celebration of the future state-of-the-art Wells Hall replacement building. The event was free and open to the public and sponsored by the Wenatchee Valley College Foundation.

WVC President Jim Richardson, Senator Brad Hawkins and WVC English Faculty Jack Johnson spoke at the event. The ceremony included a final tour through wings three and four of Wells Hall, and ended with a reception in the Music and Art Center. The event was well attended with more than 40 people, including state legislators, city and county-elected officials.

The Wells Hall replacement building construction will begin in November and is scheduled for completion by fall of 2021. The \$37 million project will replace four of the five wings of Wells Hall, which was built in 1951. The fifth wing, which includes the campus theater and ceramics studio, will remain intact and become a stand-alone building.

The new building will be three stories and total more than 70,000 square feet. It will house the Chelan County Emergency Operations Center and a conference center available for public use, in addition to 25 classrooms, numerous offices and program spaces. For more information on the project visit [wvc.edu/ConstructionUpdates](http://wvc.edu/ConstructionUpdates).

## INTRODUCTION OF NEW EMPLOYEES

- 3. Introduction of New Employees: Reagan Bellamy, Executive Director of Human Resources**  
Reagan introduced Anya Belcher, Physical Education; Natalie Dotzauer, Art; Amy Snively-Martines, Anthropology; and Sandra Villareal, Completion Coach.

## SPECIAL REPORTS

- 4. Lexi Reyna-Goodman, ASWVC Wenatchee President**  
A written report from Lexi Reyna-Goodman was included in the board information packet.
- 5. Adrian Carrillo, ASWVC Omak President**  
A written report from Adrian Carrillo was included in the board information packet.
- 6. Patrick Tracy, AHE President**  
A written report was not submitted by AHE President Patrick Tracy.
- 7. Mike Nelson, WPEA Chief Shop Steward**  
A written report was not submitted by WPEA Chief Shop Steward Mike Nelson.

## STAFF REPORTS

- 8. Brett Riley, Vice President of Administrative Services**  
In addition to Brett Riley's written report, he thanked everyone who helped with the move involving Wells Hall.
- 9. Tod Treat, Vice President of Instruction**  
Tod Treat was not present to add to his written report.
- 10. Chio Flores, Vice President of Student Services**  
In addition to Chio Flores' written report, she shared that over 75 people attended the annual FAFSA event resulting in 40-45 submitted applications.
- 11. Jim Richardson, President**  
A written report was not submitted by President Richardson.

## ACTION

- 12. Endowment Designation Modification of WVC Foundation Fund 3308 – Allied Health/Exceptional Faculty Award: Rachel Evey, Foundation Executive Director**  
The modification of WVC Foundation Fund 3308 allows current and future distributions to be more accessible to all faculty. The Wenatchee Valley College Foundation board of directors approved the recommendation at the October 14, 2019.
  - Amend the original agreement for the Fund 3308. The addendum will designate awards as follows:
    - 50% of annual distributions will be for allied health and science faculty awards
    - 50% of annual distributions will be for faculty awards for all fields
  - For 2019-2020, retain the \$20,000 approved distribution from the Fund 3308 with the following:
    - Award \$10,000 (50%) for allied health and science faculty awards
    - Award \$10,000 (50%) for faculty awards for all fields

**MOTION NO: 2319**

Steve Zimmerman moved that the board approve the Endowment Designation Modification of WVC Foundation fund 3308. The motion was second by June Darling and carried unanimously.

13. **Renumber Policy 600.550 Expressive Activities: Reagan Bellamy, Executive Director of Human Resources**  
Renumbering Policy 600.550 Expressive Activities allows the policy to be listed in the general section with related policies.

**MOTION NO: 2320**

June Darling moved that the board approve to renumber Policy 600.550 Expressive Activities. The motion was second by Steve Zimmerman and carried unanimously.

*(Policy 600.550 Expressive Activities attached as exhibit A)*

14. **Retitle Policy 570.000 Exempt Staff Policies: Reagan Bellamy, Executive Director of Human Resources**  
Retitle policy 570.000 Exempt Staff Policies to Exempt Staff Employment Authority to reflect the content of the policy.

**MOTION NO: 2321**

Steve Zimmerman moved that the board approve the retitle of Policy 570.000 Exempt Staff. The motion was second by June Darling and carried unanimously.

15. **Rescind Policy 500.250 Employee Performance Evaluations; 500.325 Faculty & Staff Development & Training Program; 540.010 Classified Collective Bargaining; 570.120 Exempt Hiring; 570.600 Exempt Staff Grievance; 710.400 Licensing & Copyright; 710.900 Discipline & Remedies; 300.310 Health Occupations Disclaimer: Reagan Bellamy, Executive Director of Human Resources**

Policy 500.250 Employee Performance Evaluations - Evaluations are covered by collective bargaining agreements and other policies/procedures, this policy is not applicable.

Policy 500.325 Faculty & Staff Development & Training Program - The policy states that the college will fund training and development however, the WVC Foundation has programs to fund trainings and development.

Policy 540.010 Classified Collective Bargaining - Policy does not reflect federal law and is unnecessary.

Policy 570.120 Exempt Hiring - Policy does not match an evolving practice and is unnecessary.

Policy 570.600 Exempt Staff Grievance - Policy states the obvious and is unnecessary.

Policy 710.400 Licensing & Copyright - Policy is a duplicate of policy 700.500.

Policy 710.900 Discipline & Remedies – Policy is a duplicate of policy of 700.900.

Policy 300.310 Health Occupations Disclaimer - Policy had a name change and significant changes to the content. Policy 300.310 will be presented as a new policy 300.310 Allied Health Disclaimer.

The policies to be rescinded were reviewed in detail at the board work session.

**MOTION NO: 2322**

June Darling moved that the board approve rescinding Policy 500.250, 500.325, 540.010, 570.120, 570.600, 710.400, 710.900, 300.310. The motion was second by Steve Zimmerman and carried unanimously.

16. **New Policy 300.310 Allied Health Programs Disclaimer and 500.395 Lactation/Breastfeeding Break: Reagan Bellamy, Executive Director of Human Resources**  
New Policy 300.310 Allied Health Programs Disclaimer replaces the Health Occupations Disclaimer Policy.

*(New Policy 300.310 Allied Health Programs Disclaimer attached as exhibit B)*

New Policy 500.395 Lactation/Breastfeeding Break is in compliance with the Fair Labor Standards Act, Title IV and Washington State Law RCW 43.10.002.

*(New Policy 000.395 Lactation/Breastfeeding Break attached as exhibit C)*

**MOTION NO: 2323**

Steve Zimmerman moved that the board approve New Policy 300.310 Allied Health Programs Disclaimer and New Policy 500.395 Lactation/Breastfeeding Break. The motion was second by June Darling and carried unanimously.

17. **Revised Policy 200.100 Delegation of Authority; 200.127 Photo Release/Testimonial; 300.500 Continuing Education; 500.125 Equal Opportunity/Affirmative Action; 570.200 Exempt Salaries: Reagan Bellamy, Executive Director of Human Resources**

Policy 200.100 Delegation of Authority – The revision makes the policy more inclusive without specifically naming senior administrators.

*(Policy 200.100 Delegation of Authority attached as exhibit D)*

Policy 200.127 Photo Release/Testimonial – Required minor revisions.

*(Policy 200.127 Photo Release/Testimonial attached as exhibit E)*

Policy 300.500 Continuing Education – Revised to add clarity.

*(Policy 300.500 Continuing Education attached as exhibit F)*

Policy 500.125 Equal Opportunity/Affirmative Action - Remove old state guidelines and update protected groups.

*(Policy 500.125 Equal Opportunity/Affirmative Action attached as exhibit G)*

Policy 570.200 Exempt Salaries – Required minor revisions.

*(Policy 570.200 Exempt Salaries attached as exhibit H)*

**MOTION NO: 2324**

June Darling moved that the board approve revised Policy 200.100, 200.127, 300.500, 500.125, 570.200. The motion was second by Steve Zimmerman and carried unanimously.

**ADJOURNMENT**  
**3:21 Meeting Adjourn**

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Secretary

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Board Chair

BOARD MEETING: **January 15, 2020**  
AGENDA ITEM: **#2 - Information**  
CATEGORY: **CELEBRATING SUCCESS**  
**Men's Soccer Playoffs**

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BACKGROUND:

The Wenatchee Valley College men's soccer team celebrated a successful fall campaign in 2019, returning the program to heights not seen in well over a decade as they advanced to the NWAC quarterfinal match following a stunning overtime victory in the first round of the playoffs at Highline College.

The Knights were led by five strong sophomores, all born and raised here in the Wenatchee Valley and surrounding areas. Nearly the entire roster was built from right here at home in north central Washington, a testament to the quality and development of our youth throughout the region.

Following a promising preseason, the Knights were strong against THE toughest region in the conference, and even had an opportunity on the last weekend of the season to contend for the region title. Ultimately, the Knights made the postseason for the first time since 2012, and were victorious in the postseason for the first time in over a decade.

The team should retain over 85 percent of its roster for next year, a figure that bodes well for continued success on the field.

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#3 - Information**

CATEGORY: **CELEBRATING SUCCESS**

**Center of Excellence, Student Study Abroad: Vietnam**

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**BACKGROUND:**

Three WVC students – Alex Capi, Leslie Moreno, and Junior Ramirez – represented WVC in a summer study abroad that followed Washington’s tastiest export– the apple – from Wenatchee Valley to wholesale and retail markets in Vietnam.



WVC partnered with the Center of Excellence for Global Trade and Logistics to provide a Follow the Supply Chain short term faculty led study abroad to Vietnam. Four colleges – WVC, Tacoma, Highline, and North Seattle – provided faculty expertise and student opportunity. This transformational learning experience began in the orchards of Chelan and Douglas counties, toured one of the production facilities and then followed the apple to wholesale markets in Vietnam. Students completed associated projects in courses such as business, logistics, international communications, or related courses to further integrate the learning. Funding raising by the Center of Excellence minimized student costs and helped WVC meet its goal to provide opportunity for students who might not otherwise be able to study abroad.

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#4 – Information**

CATEGORY: **SPECIAL REPORTS**

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

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BACKGROUND:

CURRENT MEMBERS:

President: Lexie-Reina Goodman

Vice President: Ellie Gear

Treasurer: Nathan Nguyen

Secretary: Lindsay Johnson

Director of Campus Activities: Braxton Igne

Director of Diversity: Esmerelda Valencia

Director of Public Relations: Leslie Moreno-Ramirez

Director of Social & Civic Responsibility: Kal Cummings

Director of Health and Wellness: Rafael Borjas

Senate Ambassador: Maria Orozco

Senate Ambassador: Ashley Agren

Senate Ambassador: Lina Mercado-Tejada

Senate Ambassador: Aurelia Guerrero

UPDATES:

- ❖ Senate now has meeting at 3:30-5:00 on Thursdays

EVENT UPDATES:

- ❖ Dia de los Muertos event went very well with over 200 people
- ❖ Capture the flag went well with many students participating
- ❖ World kindness day went well overall
- ❖ The winter wonderland dance was a success

UPCOMING EVENTS:

- ❖ No events have been set for January as of yet

SENATE ACTIONS AND APPROVALS:

- ❖ Senate approves \$4,000 for students of color conference
- ❖ Senate approves \$2,000 for Black History Month event
- ❖ Senate approves to not sponsor Latinx conference
- ❖ Senate approves \$1,000 for winter wonderland dance
- ❖ Senate approves \$3,000 for visiting writers program
- ❖ Senate approves \$60 for table advertisements
- ❖ Senate approves \$1,200 for trent conference for veteran kights
- ❖ Senate approves \$2,000 for winter retreat

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#5– Information**

CATEGORY: **SPECIAL REPORTS**

**Adrian Carrillo, ASWVC Omak President**

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BACKGROUND:

December:

- Student Government sponsored a weeklong spirit week on December 2<sup>nd</sup> – December 5<sup>th</sup>. Contest prizes were given for best dressed, best-decorated hallway, and best gingerbread house.
- December 2<sup>nd</sup>- Student Government helped sponsored a film “Written Off” at the Omak Performing Arts Center making awareness of the opioid epidemic. Student government had a table for information about the college.
- Student Government prepared ten Christmas baskets for students in need.
- Student Government purchased twenty-five gym membership for students from Tyler’s Fit Factory for the month of January.
- On December 13, ASWVC Student Cabinet visited our campus and ASWVCO provided tours and lunch. Discussion centered on events and how the fall quarter went for both campus.

Other:

- Discussion of Suicide prevention for Winter Quarter.
- Discussion of a blood drive.

Respectfully Submitted by Adrian Carrillo, ASWVCO Student Body President

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#6 – Information**

CATEGORY: **SPECIAL REPORTS**

**Patrick Tracy, AHE President**

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BACKGROUND:

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

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#7 – Information**

CATEGORY: **SPECIAL REPORTS**

**Michael Nelson, WPEA Chief Shop Steward**

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BACKGROUND:

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

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#8 – Information**

CATEGORY: **STAFF REPORTS**

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

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BACKGROUND:

**Administrative Services**

- Administrative Services has been working with budget and fiscal services staff to refine the current year budget and plan for the start of the 2020-21 budget development season. I have also been working with my directors to align personnel and resources to ensure an effective continuity of operations when the college separates from notified staff at the end of January.

**Budget & Internal Auditing**

- Both Budget and Finance staff are currently evaluating the impact of the furloughs and layoffs. Administrative Services will be presenting a revised operating budget by the February board meeting.
- Additionally, our internal controls staff continues the PERC/internal audit of the Registration department. Since our last meeting, the PERC has been refined to coincide with the restructuring activities related to the layoffs.

**Fiscal Services**

- The State Auditor’s Office (SAO) is currently auditing our 2019 financial statements. At the time of this submission, there are no expected findings with three major balances left to test. Overall, it has been a smooth audit.
- Fiscal Services staff are also preparing for ctLink trainings that have now been scheduled to start in earnest January 13<sup>th</sup>.

**Facilities**

- Wells Hall-
  - Abatement of Wells Hall has largely been completed and the transition of Wing 5 to being a stand along facility is nearly complete. Electrical, mechanical, plumbing and life safety conversions have been or are in the process of being completed. We will be handing over the parking entrance (closest to bus stop) in front of Wells Hall to the contractor on January 17<sup>th</sup> and expect it to be returned to us by September 2020. Finally, demolition of the building is expected to start by January 27<sup>th</sup> with excavation to follow.
- Minor Works-
  - Infrastructure Survey – Similar to the Facility Condition Survey that took place in October, SBCTC capital staff will be on site to review the condition and age of our infrastructure. They will be looking at various utility lines (sewer, water, gas, electric) to evaluate their condition and expected end of life. This is a new measure for the system and became a priority a couple biennia ago as the age of the system infrastructure was estimated at over 50 years old.

**Safety and Security**

- Safety staff have been working with members of our behavior intervention team (BIT) to initiate a tabletop exercise focused on an act of suicide. Planning is in the early stages, but we expect to conduct the exercise in February.
- Additionally, our safety team has been working with our security contractors to improve service to our Omak campus. This has resulted in expanded hours and additional services to the Omak campus.

BOARD MEETING: **January 15, 2020**

AGENDA ITEM **#9 – Information**

CATEGORY: **STAFF REPORTS**

**Tod Treat, Vice President of Instruction**

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**BACKGROUND:**

**Educational Achievement**

12 Students are enrolled in WVC’s inaugural Pharmacy Technician class with WVC’s new Pharmacy Technician Program Director, Amanda Stringham, BS, CPhT. As the program gets underway, the Advisory Committee is meeting frequently.

**Support for Learning**

At the end of fall quarter, MESA has 64 students enrolled in the program. Student demographics are as follows: 84% of our students are first generation college students, 86% qualify/receive financial aid, 80% are underrepresented in STEM (Latinx, African American), and 41% are female.

MESA will be supporting guided study sessions in the winter to support students in biology courses. Guided study sessions are weekly gatherings where students work together on reviewing content for a course. Gatherings are led by a trained Study Coordinator, who is also a current student in the class. Study coordinators schedule sessions, facilitate the sessions, and connect students with college resources like financial aid, career center, cocurricular instruction, etc. Worksheet content is developed by faculty and provided to all students in the class. MESA trains the study coordinator regarding scheduling and college resources and acts as the student supervisor. Funding for the guided study model comes from course fees.

**Responsiveness to Local Needs**

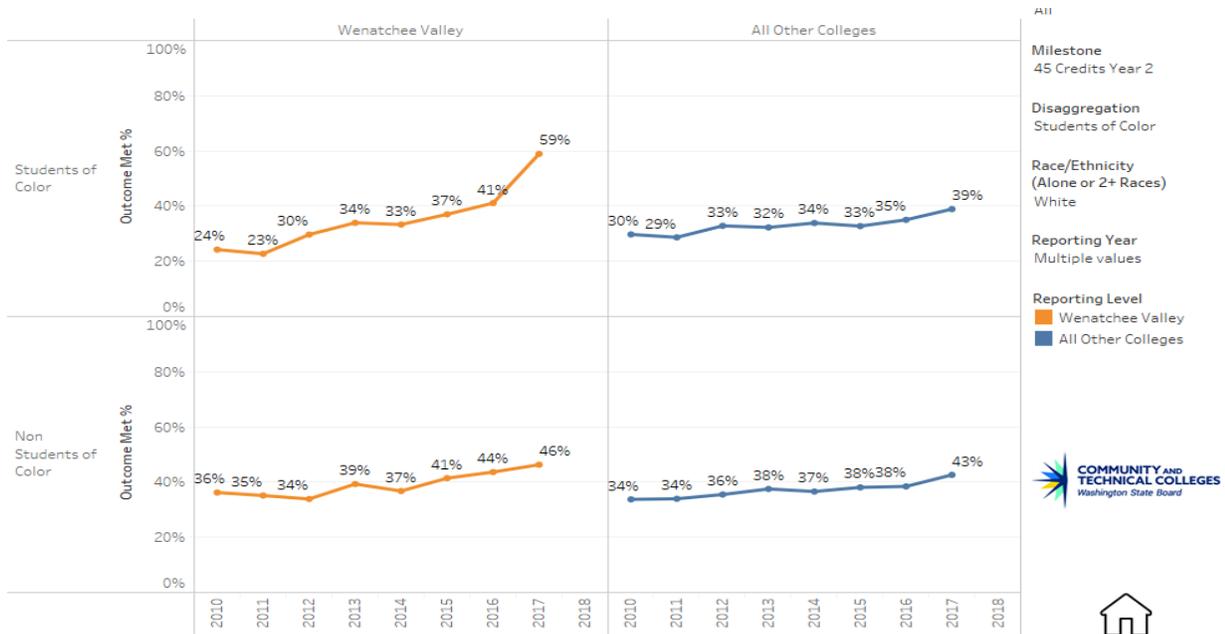
MESA students volunteered in a number of computer science education events. They participated in the Hour of Code in collaboration with the NCESD. They were included in an article in the WSD Weekly, an online newsletter from the Wenatchee School District: <https://www.smore.com/xkyim-wsd-weekly?ref=my>. Students also participated in the First Lego Tournament in collaboration with the Apple STEM Network. The tournament was a fun, action-packed all-day event from 8:00am-4:00pm, where twenty-three robotic teams from Central Washington competed for the chance to attend the Eastern Washington State Championships in Spokane.



WVC has been meeting with Washington Association of Community Health regarding possible Chemical Dependency Studies Apprenticeship opportunities.

**Diversity and Cultural Enrichment**

A recently published First-time entering student outcomes dashboard from SBCTC demonstrates the impact of WVC’s TRIO, CAMP, HOEEP, MESA, and other programs that focus specifically on curricular and cocurricular support for students of color and other underserved populations. WVC is seeing a large increase in first time student completion of 45 credits correlating to years in which some of these programs have started at WVC.



The College continues to explore the data in context. Participation rates by program intent, success of part time students, and other opportunity gaps provide the College with additional intentions for improvement.

**Continuous Improvement**

On January 2, 2020, instructional faculty and staff met for Dean’s Day to discuss a variety of issues including enrollments, section management, addressing student needs and service impacts, division realignment under the instructional deans, and improving program health. Particular focus is on improving teaching, learning, advising, and assessment to meet student success.

**Sustainability**

Instructional deans did a wonderful job in fall, 2019 managing sections to ensure that students’ needs are met while providing stewardship over institutional resources.

Division	Count	472	Average N	Median 20	Average	18
	Total	<10			Average Fill	71%
Arts	102	41	14	65%		
English	55	4	20	88%		
Health	55	23	14	48%		
Math	48	4	21	78%		
Sciences	61	6	21	84%		
Social Sciences	48	0	28	89%		
WF	103	27	16	64%		

WVC is continuing to see great support from area health care providers who are working with us to provide equipment donations Respiratory Therapy (Columbia Valley Community Health) and Pharmacy Technician (Confluence Health).

BOARD MEETING: **January 15, 2020**

AGENDA ITEM **#10 – Information**

CATEGORY: **STAFF REPORTS**

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

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BACKGROUND:

#### **ATHLETICS**

- Men's Basketball finished non-conference play with a 12-1 record, and begin conference play versus CBC on January 2
- Women's Basketball have defended their championship in the early part of the season to an 8-4 record and are anxious to kick off conference play on January 2
- New Athletics website will launch mid-January and provide a great insight into all things WVC Athletics
- Hall of Fame Banquet and Scholarship Auction is set for January 31. Tickets and tables are available for purchase at <https://wvcfoundation.schoolauction.net/athletics/homepages/show>

#### **CAMP**

- During winter break CAMP and TRIO took 18 students to UW for a successful transfer day
- CAMP has 100% retention from Fall 19 to Winter 20
- Collaborating with Math faculty to develop a tutoring pilot program for 146 Statistics course
- Working on completing final annual performance report for the last grant cycle. Submitting interim performance report in the next few weeks

#### **CAMPUS LIFE, EQUITY & INCLUSION**

- New WVC Knights logo and monthly events calendar are up in the Van Tassell Lounge
- Events: Senate Winter Retreat scheduled for January 11 & 12. Seven Senate members attending Legislative Advocacy day January 23 in Olympia. Veteran's day event held November 8 was very successful, Wenatchee Mayor attended. Senate training on True Colors team development and leadership held in November. Two BIRT informational sessions held for students and employees. Not a great turnout, but good information shared. On FAFSA/WASFA Night, 75 students were assisted. Great volunteer turnout. Native Heritage event November 21 with Randy Lewis, 40 attended. Winter Wonderland dance December 6, 60 students attended
- Wenatchee Senate went to Omak December 13 to visit campus and spend time with Omak Senate team
- Senate working on selecting a graduation speaker. Senate evaluations were completed for each Senate member
- SUP submitted for establishing an employee break room in Van Tassell
- Diversity and Equity training provided to Write Lab staff December 3. Diversity training provided to Nursing first-year students in Omak and Wenatchee December 2
- Two new International students arrived the end of December from Vietnam and Japan, making a total of 10. Johanna Hamilton attended international programs conferences in December, gathering great new resources and ideas for recruiting. Also working on online recruitment and marketing, with major upgrades to website
- Creating scholarship opportunities and ideas with WVC Foundation and learning about tuition waivers for exchange programs
- Planning for Residence Hall Manager to move into house across the street from Residence Hall in February and to take on some evening coverage duties. Major shower repairs completed on first and second floors (\$16K cost). Preventative maintenance needs to be done on the other showers. Students compensated two weeks of housing for displacement during the repairs. Currently three male spots available, no female spots as we start Winter quarter. Methow students toured the building December 10
- Alumni Memberships being offered. Staff payroll deductions available to pay for membership. Turkey Bowl intramural flag football event a huge success, 8 teams participated. Capture the Flag/Senate event November 13, 30 students participated. Working to create a Motor Pool Standard Operating procedure. Bus has had several repairs which has taken it off-line for travel

- Lisa Foster, the Director of Student Access, is taking maternity leave as of January 22. Hiring a temporary hourly employee to cover duties and help with Omak campus duties during leave. 200 students currently active and receiving accommodations, an increase over last year. Working on solution for testing accommodations, as current space is inadequate for all testing accommodations requested

#### **STUDENT SERVICES**

- WVC will no longer be a SAT and ACT testing site due to reduction in workforce and other factors
- As of December 20 (new student enrollment deadline for winter quarter), total of 123 new students for winter 2020 attended orientation (vs. 126 last winter)
- Amy Olson, Career Center Coordinator, made presentation for inmates at Chelan County Jail. She attended orientation and required training for entry to the Jail for outreach services and met with Opportunity Grant staff to prepare a presentation on college options for the incarcerated. Chelan Douglas Community Partnership for Transition Solutions brought community partners together, working to ease transition and provide opportunities for people leaving the jail system
- Testing Center provided 77 testing accommodations this month (43 were finals). Educational Planners took turns working off-site to make their offices available for testing. Total of 97 students were approved for fall quarter accommodations (vs. 90 last fall)
- Jonathan Barnett completed degree evaluations for fall graduates
- Recruiter Lucero Martinez is on maternity leave, with Admissions & Registration staff covering needs in her absence
- WVC scholarship applications are available through Award Springs; notifications were sent to students and faculty. Tony Rosales in Financial Aid is taking the lead, working with WVC Foundation in hopes they will take over the awarding selection of students
- Kevin Berg has been working on developing a new incident reporting form that will be housed in Symplicity. It has been launched and a new review process has begun. He is also serving as ctLink CS pillar lead, working with staff to ensure completion of homework assignments and assisting with the process

#### **TRIO/SSS**

- Annual Performance Report (APR) was submitted for the 2018-2019 project year
- Fall to fall persistence rate: 86%
- Good academic standing (above a 2.0 GPA): 91%
- Associate degree or certificates attained: 79%
- Associate degree or certificate and transfer to 4-year institution: 60%
- 133/140 (95% full) cohort for the 2019-2020 academic year
- The 2020 TRIO/SSS grant competition is now live. The due date for the application submission is January 27, 2020. Dr. Flores and Ivan Valdovinos will be meeting regularly to work on the proposal
- On December 19, six students travelled with other WVC students to attend UW Transfer Day
- Staff is preparing and planning for several events: TRIO Civic Leadership Conference, Paint the Knight
- Away and Scholarship workshop

#### **GENERAL**

- Following the elimination of eight positions, SS is assessing services and resources in light of the recent layoff process. Several areas were impacted spanning campus life, student recreation center, residence life, education planning and advising, and student access. Planning is underway to best mitigate service to students including restructuring, building/office coverage adjustments, and seeking support for academic intervention and accommodation
- January will bring many more ctLink assignments due, requiring more time on the part of several key personnel including Kevin Berg, Jaima Kuhlmann and Jonathan Barnett/staff

BOARD MEETING: **January 15, 2020**

AGENDA ITEM **#11 – Information**

CATEGORY: **STAFF REPORTS**

**Jim Richardson, President**

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BACKGROUND:

### **Programs Overview**

- Big Bend has asked that WVC partner with them in their district on our BAS-Teaching degree. This would strengthen enrollment in our program and help fulfil their teaching position needs.
- We are looking at the process to evaluate programs that WVC currently offers to determine if they are still viable for students and employers. The advisory committee and job data will play major roles in this process.

### **Policy Overview**

- WACTC and the State Board have put together a supplemental budget ask for the legislature, including capital funding of \$3.216 million for the design of the WVC Technology and Innovation Center. It is fourth on the SBCTC list of major projects. It did NOT appear in the Governor's supplemental budget.
- OSPI put out a position statement on changes in the Running Start and College-in-the-High School funding over time so that the colleges would pay for student fees and books. They did not run the report by the SBCTC or the four-year institutions and received very strong feedback to their proposal.

### **Facilities Overview**

- The destruction of Wells Hall has begun, as well as work on the infrastructure on campus which will support the new building.
- The temporary facilities at Sage Hills Church and the Knights Hall complex continue to work well at the beginning of winter quarter. Our partnership with the church has so far been good for the continuity of classes for students.

### **Finance Overview**

- The Cabinet continues to work on filling the budget hole created by low state enrollment (tuition-paying students) and lower than expected Running Start enrollment. The lay-offs of 21 employees have been announced, and furloughs are taking place. Have worked with Libby and her team as well as cabinet members to update the college community and the greater district community on what is happening and planning for the future. There is a budget information page on our web site which attempts to answer questions and give an overview.
- Negotiations with the AHE (faculty union) continue as well as our budget discussions with them.

### **Other**

- Met several times with Foundation Executive Director Rachel Evey about the coming capital campaign for Wells Hall and Rachel is now moving forward to start the campaign. Continued to attend Foundation Executive meeting and board meetings. We are rescheduling the leadership briefings for February at our house.

- Met several times with Stacy Luckensmeyer about economic development issues and Our Valley, Our Future progress (Stacy is chair). She is also working with the Ports of Chelan and Douglas Counties as they are consolidating into a regional port district so that WVC is always on their radar. She is now also the chair of the board of the Wenatchee Valley Chamber of Commerce.
- Continue working with Reagan, Tod and Brett on faculty negotiations and we will report progress at the meeting.
- Attended Workforce Board meetings.
- Traveled to Omak several times and met with Shandy Abrahamson, WVC Tribal Relations Director and others. I continue to meet with the WVC-Omak Foundation.
- Attended another Okanogan Trends discussion to determine interest in investing in a web site through Eastern Washington University similar to Chelan-Douglas Trends. They are moving forward with the process.
- Continue to attend CTC Link meetings as WVC prepares to move further into the training and development stage. Tentative "Go Live" date for WVC is 2/2/20. Our team is very dedicated and working extremely hard. This will be a strain on staff over the next year and a half so we continue to look at ways to ease the workload and stress.
- Held an All-District meeting to discuss the budget, reasons for the sudden drop in revenue, and planning for the future.
- Attended a Douglas County PUD meeting to testify about how rate hikes too many of their customers would affect jobs, the economy and economic development.

BOARD MEETING: **January 15, 2020**

AGENDA ITEM: **#12 – Action**

CATEGORY: **ACTION**

**Sabbatical Leave Requests: Jim Richardson, President**

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BACKGROUND:

Recommendations for sabbatical leave follow the process outlined in the AHE contract, Article VII, Section H.2. Sabbatical leave is an investment by the faculty and the district in its programs and teaching efficiency. Criteria for approval shall be one or more of the following: enhancing the quality of the program of the district, making a reassignment possible in the event of a program change, or improving the faculty member's professional abilities in his/her assignment. To be eligible, an applicant for sabbatical leave must be tenured and have completed five years of full-time employment with the district.

The Faculty Professional Development Committee invites applications from eligible faculty members. The AHE contract allows faculty members to submit applications through November 1. The committee meets as soon as possible after that date to formulate its recommendations to the district president for consideration by the board of trustees.

The professional development committee received two applications from faculty seeking professional (sabbatical) leave. Amy Shank during the 2020-2021 and 2021-2022 academic year. The applicants were Amy Shank, English instructor, requesting leave during the 2020-2021 academic year and Angela Russell, math instructor for the 2021-2022 academic year.

The committee carefully reviewed, considered and evaluated each application according to the guidelines of the sabbatical leave. The committee came to a decision to recommend a full-year sabbatical leave for Amy Shank beginning fall quarter 2020, ending spring quarter 2021 and a full-year sabbatical for Angela Russell beginning fall quarter 2021, ending spring quarter 2022.

RECOMMENDATION:

**At the discretion of the board.**