



BOARD OF TRUSTEES MEETING
May 20, 2020
3:00 P.M. – Zoom

Register in advance to attend the Zoom webinar:

https://wvc.zoom.us/webinar/register/WN_6G9i4oymQCmOds6foKSUyQ

After registering, you will receive a confirmation email containing information about joining the webinar.

AGENDA

Table with 2 columns: Agenda Item and Page #. Items include CALL TO ORDER, APPROVAL OF MINUTES, CELEBRATING SUCCESS, SPECIAL REPORTS, STAFF REPORTS, ACTION, and PUBLIC COMMENT.

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

BOARD MEETING: **May 20, 2020**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

Board Minutes of March 18, 2020

BACKGROUND:

Attached are the minutes from the March 18, 2020 regular board meeting for approval.

RECOMMENDATION:

That the minutes from the March 18, 2020 regular board meeting be approved.



District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Regular Board Meeting

March 18, 2020 – 2:00 P.M.

Room 2310, Wenatchi Hall & Zoom

MINUTES

ATTENDANCE via Zoom

Trustees Present:

Phyllis Gleasman, Chair
Tamra Jackson, Vice Chair
June Darling
Steve Zimmerman
Wilma Cartagena

Also Present:

Cabinet Members
Faculty Members
Classified Employees
Others

CALL TO ORDER: 2:00 P.M.

EXECUTIVE SESSION

APPROVAL OF MINUTES

1. February 19, 2020, Board Meeting

MOTION NO. 2328

Tamra Jackson moved that the minutes of the February 19, 2020 board of trustees meeting be approved. The motion was seconded by Steve Zimmerman and carried unanimously.

ACTION

2. Tenure Review: Jim Richardson

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

MOTION NO. 2329

Steve Zimmerman moved that Anya Belcher, Meleah Butruille, Natalie Dotzauer, Tina Gadeberg, Ranis Ibragimov, Rita Jensen, Shannon Rodman, Marie Rose-McCully, Amy Snively-Martinez, and Claire Tompkins, be granted second year probationary status after the successful completion of three quarters. The motion was seconded by Tamra Jackson and carried unanimously.

MOTION NO. 2330

Tamra Jackson moved that Jeffrey Bullock, Brigid Chvilicek, Kristy Kappenman, Jennifer Korfiatis, and Kestrel Smith be granted third year probationary status after the successful completion of six quarters. The motion was seconded by Steve Zimmerman and carried unanimously.

MOTION NO. 2331

Steve Zimmerman moved that Tom Doherty, Arius Elvikis, Kristin Lindell, and Sai Ramaswamy be granted tenure status after the successful completion of nine quarters. The motion was seconded by Tamra Jackson and carried unanimously.

MOTION NO. 2332

Tamra Jackson moved that Geoff Ball be moved to a fourth year probationary status. The motion was seconded by Wilma Cartagena and carried unanimously.

PUBLIC COMMENTS

No public comments

ADJOURNMENT – 3:38 P.M.

Secretary

Chair

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#2 - Information**

CATEGORY: **CELEBRATING SUCCESS**

All Washington Academic Team Recognition

BACKGROUND:

Wenatchee Valley College students Kai Spencer and Angelica Vasquez were recognized as members of the 2020 All Washington Academic Team. The program recognizes 65 students from 34 community colleges that reflect the diversity of the state, maintain high standards of excellence and contribute positively to the community.

Kai Spencer

Kai was born and raised in Wenatchee, Wash. As a member of Generation Z, he feels tasked with solving the many contemporary problems of today's world. He is interested in electoral reform, environmental sustainability, open-source intelligence and current events. Currently a student at Eastern Washington University, Kai aims to become an agent of the Federal Bureau of Intelligence and combat human trafficking.

Angelica Vasquez

Angelica graduated high school in 1984 in El Salvador. She enrolled at the University of El Salvador but it was closed due to an ongoing Civil War. Angelica and her family fled the country in 1985, arriving in California. Angelica re-enrolled in school, received her diploma and learned English through ESL programs. She waited to continue her education while she raised her two children. Now, at 52, she is pursuing her associate degree and a certificate of correction in the criminal justice program.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#3 – Information**

CATEGORY: **SPECIAL REPORTS**

Lexie Reyna-Goodman, ASWVC Wenatchee President

BACKGROUND:

CURRENT MEMBERS:

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

UPDATES:

- ❖ All Senate meetings are taking place on Zoom Thursdays at 3:30pm-5:00pm

EVENT UPDATES:

- ❖ Open mic has been postponed to May 20th
- ❖ Stand against racism was held on a Zoom meeting and was still a success with over 50 people coming to watch
- ❖ Clubs are going to have a virtual spring showcase on May 13th at 5:30pm
- ❖ The pizza voucher give away was a success with 200 coupons given away but was difficult to process them.
- ❖ Earth day had a zoom meeting and had over 70 people showing up, Senate is also doing an Earth Day give away with students who tag an outdoor picture on Instagram to the Senate page.
- ❖ Apple blossom float has been canceled
- ❖ Easter egg hunt has been canceled

UPCOMING EVENTS:

- ❖ Spring Showcase - May 13th
- ❖ Virtual Open Mic - May 20th
- ❖ Intramural Virtual scavenger hunt May 27th
- ❖ Spirit Week last week of the quarter

SENATE APPROVALS AND ACTIONS:

- ❖ Senate approves to have the Robert Graves Gallery to use the remainder of its money to the Knights Kupboard
- ❖ Senate approves to allocate \$2000 for pizza vouchers
- ❖ Senate approves to cancel Easter egg hunt
- ❖ Senate approves to cancel apple blossom float
- ❖ Senate approves to use the leftover money used for weekly cookies and donate it to the Knights Kupboard
- ❖ Senate approves \$200 for Earth Day giveaway
- ❖ Senate approves \$9,000 for graduation gifts to send out to Graduates
- ❖ Senate decided not to fund the student handbook/planner for next year since we aren't sure if classes will be online or not.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#4 – Information**

CATEGORY: **SPECIAL REPORTS**

Adrian Carrillo, ASWVC Omak President

BACKGROUND:

April:

- Discussion of giving out \$10 off coupons for WVCO students to use at our local restaurants.
- Discussion of purchasing popcorn local business vender for WVCO students.
- Student Cabinet is sponsoring our drive by student pantry for our students. We host this every Tuesday and Thursday between 2pm-4pm. All students are required to be gloved and masked up.
- Student Cabinet hosted a “Student Hangout Night” through Zoom. All students who registered received a code to get a free bucket of popcorn.
- Wenatchee and Omak Student Cabinet have been meeting together regarding graduation to decide what gifts to purchase for graduates. We will be purchasing to send out to our 2020 WVC graduates.
- Completed Services and Activity Budget for 2020-2021 school year.

May

- Sent out Selection Application Packets to all students for the upcoming Student Government Officer positions for school year 2020-2021. Deadline to get applications in is May 20 and interviews will be the end of the month.

Clubs:

- Phi Theta Kappa- There is a Facebook page of the Omak Branch of PTK and they are working towards making sure each graduating member has their stole/cords
- Red Road Association- There is a Zoom event “Covid-19 in Indian Country” This will be June 5th
- Science Club- Working towards creating garden sets for the students; these are to include seeds, soil, gloves/tool, and small pots, costing no more than \$35 a student

Sincerely,
Adrian Ramirez Carrillo

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#5 – Information**

CATEGORY: **SPECIAL REPORTS**

Patrick Tracy, AHE President

BACKGROUND:

Heather Ryan will be the new AHE president as of June 1st.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#6 – Information**

CATEGORY: **SPECIAL REPORTS**

Michael Nelson, WPEA Chief Shop Steward

BACKGROUND:

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

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#7 – Information**

CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- Administrative Services has been participating in weekly Business Affairs Committee (BAC) meetings as part of the COVID-19 response planning. Multiple members of Administrative Services team have also been working with the ICS group weekly to address emerging COVID-19 issues and planning for post emergency operations.

Budget & Internal Auditing

- The revised 2019-20 budget will be presented at the May Board meeting for approval. This budget was previously presented at the March meeting.
- We will be requesting a continuing resolution for the 2020-21 fiscal year. At this time, we are expecting the Washington State legislature will hold a special session sometime before October 1, 2020 to make significant cuts to the state operating budget. We will request the Board to approve an amended budget based off the results of the special session and guidance from the State Board.

Fiscal Services

- Fiscal Services staff have been working diligently towards a seamless year-end close and cleaning up legacy accounts in preparation for conversion to ctclink.
- Fiscal Services staff have also been participating in ctclink Business Process Fit Gap (BPF) trainings.

Facilities

- Wells Hall-
 - Despite the COVID-19 emergency, the Wells Hall replacement project remains on schedule and moving forward. Our contractor, Lydig Construction, has implemented a social distancing program for all site visitors and has been able to maintain operations. As of the date of this report there have been 10 change orders in the amount of \$122,774, of which 41% have been owner requested. We are pleased with our cost control plan on this project so far.
 - Additionally, we are nearly complete with our revised IT package for Wells Hall. While final numbers are not complete, we expect the IT package to be approximately half the cost of the original proposal and better prepares the facility for a more flexible learning environment going forward.
- Minor Works-
 - In addition to the Wells project, we have a number of minor projects getting off the ground. We are currently negotiating through a mechanical systems project with DES through either

traditional design bid build model or through the Energy Savings Performance Contracting (ESPC) process.

- We also have a breakroom remodel and a bathroom installation project underway. These projects are both expected to be under \$35,000.

Safety and Security

- Safety efforts have concentrated around access control and ensuring the safety of our staff and faculty. The college has received a number of requests from our campus community to access offices and labs on campus. Our Safety Security Officer has ensured building access is being done with social distancing and proper PPE in mind.
- In addition to campus activities, our SSEM, Maria Agnew has been recruited by Chelan County Emergency Management and the Health District to serve as a member of the unified command for the Chelan County. Our Nursing director has also been asked to serve in the same capacity.

BOARD MEETING: May 20, 2020
 AGENDA ITEM: #8 – Information
 CATEGORY: STAFF REPORTS

Quarterly Financial Report: Brett Riley, Vice President of Administrative Services

BACKGROUND:

**WENATCHEE VALLEY COLLEGE
 BALANCE SHEET
 3rd Qtr FY1920
 March 2020**

ASSETS		
CASH		
CASH ON DEPOSIT	4,710,454.53	
OTHER - CHANGE FUNDS	2,360.00	
SAVINGS - US BANK	125,343.56	
SAVINGS - LGIP COP ADD'L PROCEEDS	<u>5,405.12</u>	
TOTAL CASH		4,843,563.21
INVESTMENTS - LGIP ENDOWMENT FUNDS		416,948.33
ACCOUNTS RECEIVABLE		
CURRENT RECEIVABLES	1,862,340.37	
ALLOW UNCOLL REC	(31,923.29)	
INTER/INTRA GOV REC	6,012,250.25	
LONG-TERM RECEIVABLE	<u>1,166,517.55</u>	
TOTAL ACCTS RECEIVABLES		9,009,184.88
INVENTORIES		
GEN LONG-TERM OBLIG		14,500,282.01
LAND		1,372,427.00
BUILDINGS		42,530,396.39
IMPR OTHER THAN BLDG		1,131,929.92
FURNISHINGS & EQUIP		50,859.72
LIBRARY		<u>103,108.81</u>
TOTAL ASSETS		73,958,700.27
LIABILITIES AND FUND BALANCE		
LIABILITIES		
CURRENT LIABILITIES		
PAYABLES	(380,995.01)	
ACCRUED LIABILITIES	(1,092,045.31)	
INTER/INTRA GOV PAY	(5,956,491.79)	
CURR INSTAL&LEASEPAY	(449,000.00)	
OTHER CURR LIAB	<u>(1,110,472.94)</u>	
TOTAL CURRENT LIABILITIES		(8,989,005.05)
LONG-TERM LIAB		
LT INSTALL&LEASE PAY	(12,127,000.00)	
OTHER LONG-TERM LIAB	<u>(2,371,592.96)</u>	
TOTAL LONG-TERM LIABILITIES		(14,498,592.96)
TOTAL LIABILITIES		(23,487,598.01)
FUND BALANCE		
REVENUES	(21,812,189.02)	
CASH CUSTODY - TREAS	(17,343,507.27)	
ENC,EXPEND/EXPENSES	<u>15,883,722.90</u>	
TOTAL FUND - NON EQUITY		(23,271,973.39)
FUND EQUITY ACCOUNTS		
FUND BALANCE	1,441,963.44	
OTHER	<u>(28,641,092.31)</u>	
TOTAL FUND EQUITY ACCOUNTS		(27,199,128.87)
TOTAL FTE'S		
TOTAL FUND BALANCE		(50,471,102.26)
TOTAL LIABILITIES AND FUND BALANCE		-73,958,700.27

**WENATCHEE VALLEY COLLEGE
CONSOLIDATED STATEMENT OF INCOME
3rd Qtr FY1920
March 2020**

REVENUES AND OTHER INCOME		
STATE ALLOCATIONS		
001	12,372,193.18	
WRT	411,233.92	
08A	1,884,770.27	
24J	404,302.74	
LOCAL RESOURCES		
Running Start	3,693,495.02	
145 & 146	1,337,732.26	
148	739,290.72	
149	4,796,270.73	
CAPITAL FUNDS		
057/060	2,601,372.71	
TOTAL REVENUE AND INCOME	28,240,661.55	
COSTS, DEDUCTIONS, AND EXPENDITURES		
STATE ALLOCATIONS		
001	(12,372,193.18)	
WRT	(411,233.92)	
08A	(1,884,770.27)	
24J	(404,302.74)	
LOCAL RESOURCES		
145/146	(1,530,034.77)	
148	(1,022,931.86)	
149	(4,734,886.45)	
CAPITAL FUNDS		
057/060	(2,601,372.71)	
TOTAL COSTS, DEDUCTIONS, AND EXPENDITURES	(24,961,725.90)	
REVENUE IN EXCESS OF EXPENDITURES	3,278,935.65	

WENATCHEE VALLEY COLLEGE
CONSOLIDATED STATEMENT OF INCOME AUXILIARY FUNDS
3rd Qtr FY1920
March 2020

REVENUES AND OTHER INCOME

DATA PROCESSING	443	210.50
PRINTING	448	70,597.37
MOTOR POOL	460	3,859.91
ASWVC	522	779,869.35
ASWVC SRC TRANS *	522	632,685.43
PARKING	528	127,430.85
OTHER (SALES, BNN)	570	185,518.35
FOUNDATION DONATION	570	846,314.64
DORM (after Rev Trans \$185,583.75 COP	573	85,819.04
FINANCIAL AID **	846	5,825,941.58
STUDENT LOAN	849	120.00
WORK STUDY	850	153,165.45
ENDOWMENTS	859	6,288.38
WVC 3.5% STD AID	860	225,185.76

TOTAL REVENUE AND INCOME		8,943,006.61
* this is not 'new' revenue; it had been posted in fund 148		(632,685.43)
** includes \$1,450,000 PELL G5 draw 3/31/20 that disbursed 4/1/20		(1,450,000.00)
		6,860,321.18

COSTS, DEDUCTIONS, AND EXPENDITURES

DATA PROCESSING	443	-
PRINTING	448	(103,702.46)
MOTOR POOL	460	(3,265.08)
ASWVC	522	(588,364.05)
ASWVC SRC TRANS	522	(127,750.00)
PARKING	528	(178,920.20)
OTHER (SALES, BNN)	570	(51,803.41)
FOUNDATION DONATION (reserved)	570	(846,314.64)
DORM	573	(156,878.94)
FINANCIAL AID	846	(4,446,099.70)
STUDENT LOAN	849	(1,505.21)
WORK STUDY	850	(232,350.08)
ENDOWMENTS	859	-
WVC 3.5% STD AID	860	170,118.65

TOTAL COSTS, DEDUCTIONS, AND EXPENDITURES		(6,566,835.12)
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REVENUE IN EXCESS OF EXPENDITURES		293,486.06
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**WENATCHEE VALLEY COLLEGE
CASH PROJECTION
March 2020**

Cash on Hand 4,710,454.53

Projected Revenue

RS Winter outstanding at March Mo End	1,274,516.99
RS Spring	1,800,000.00
Spring Tuition	1,000,000.00
Spring Fees	225,000.00
Summer Tuition	325,000.00
Summer Fees	75,000.00
149 (489/sponsors)	637,851.00
148	40,000.00
145 / 146	80,000.00
Remaining St Alloc	545,763.63
	<u>6,003,131.62</u>

Projected Expenses

PELL Disbursement in current cash	(1,450,000.00)
April PR/Bene	(2,171,184.00)
May PR/Bene	(2,171,184.00)
June PR/Bene	(2,143,957.00)
Division Chairs	(87,600.00)
FTF Raises	(174,000.00)
PTF Raises	(112,783.00)
Faculty Balloons	(471,570.00)
COP - MAC	(38,738.00)
COP - Dorm	(24,199.00)
COP - SRC	(307,750.00)
COP - Well Replacement	(434,637.42)
Innovation (ctc)	(6,000.00)
1C19 related expenses	(150,000.00)
E/G/J Operating Funds	(250,000.00)
E/G/J Auxiliary Funds	(80,000.00)
1st and 2nd Qtr Unemployment	(60,000.00)
Remaining Furloughs	200,000.00
448 Self Sup PR	12,162.00
522 Self Sup PR	57,234.00
573 Self Sup PR	19,490.00
DORM (anticipated loss)	(110,000.00)
	<u>(9,954,716.42)</u>

Projected cash at FYE 758,869.73

NOTES TO 2nd QTR FY1920 FINANCIAL REPORTS

Balance Sheet

Assets

Cash on Hand is up as a result of tuition due date of March 23; \$538k of Running Start payments (remainder received in April); and PELL draw of \$1,450k on 3/31/20 but disbursed 4/1/20.

Liabilities Inter/Intra Gov Pay is up because Cash on hand is up. These are primarily DTF for other WVC funds.

Statement of Income

The Revenue in Excess of Expenditures is down only \$16k from last quarter.

Statement of Income - Auxiliary Funds

Total Revenue and Income has been adjusted for the Student Recreation Center \$632k that was not 'new' revenue but rather a transfer from 148 to 522 of pre-construction revenue; and for the \$1,450k of Pell revenue that was received in March but disbursed in April. The adjusted Revenue in Excess of Expenditures is \$293,486. However, due to the COVID-19 Stay Home - Stay Healthy directive, the Dorms are projected to have an operating loss of \$103,658 and the SRC an operating loss of \$145,800. The SRC had a reserve of \$632,685 that covered the December COP payment of 127,750 and the June COP payment will be \$307,750. The FYE balance of these funds will be \$197,185.

Cash Projection

This is a new report requested by the Board of Trustees in February, 2020. WVC is currently anticipating a cash balance at the fiscal year end to be \$758,869 which is \$626,795 less than reported last quarter. This is largely a result of:

Covid-19 Expenses	(150,000)
Reduced anticipated E/G/J expenses	300,000
Dorm anticipated loss expense	(110,000)
Unemployment expense	(60,000)

	Expenses					Revenues							NET
	Salaries	Benefits	G & S	Travel	COP	Sales Tax	RC	RP	WVC use	VW	VX	VY	
522.264.1PVW	(71,839.87)	(21,823.47)	(24,694.27)	(202.50)	(127,750.00)	(14.10)	2,000.00	5,782.00	1,230.00	392,357.29	2,133.63	125.00	157,303.71
6/1/20 COP Due	(307,750.00)												
May Payroll	(4,262.38)												(4,262.38)
May Benefits	(1,489.01)												(1,489.01)
June Payroll	(4,262.38)												(4,262.38)
June Benefits	(1,489.01)												(1,489.01)
													145,800.93
Through 4B payroll and 4/28/20 expenses and 5/8/2020 revenue													

	Expenses							Revenues							NET			
	Salaries	Benefits	G & S	Travel	Uncap Equip	Fin Aid	COP	DB	DC	DD	DF	DG	DN	DR		DT	DW	Int'l Std
573.262.1890			(267.42)	(260.38)				80.00										(447.80)
573.262.1891	(54,690.46)	(17,302.80)	(82,480.59)	(1,260.00)	(1,851.06)	(8,000.00)	(185,583.75)		2,105.00	(400.00)	1,949.50		8,912.00	221,567.04	9,545.00		25,862.40	(81,627.72)
573.262.1893			(1,106.42)		(936.25)											3,640.00		1,597.33
573.262.1895	(5,145.99)	(1,981.06)										7,400.00						272.95
573.262.1896										(12,811.25)								(12,811.25)
	(59,836.45)	(19,283.86)	(83,854.43)	(1,520.38)	(2,787.31)	(8,000.00)	(185,583.75)	80.00	2,105.00	(13,211.25)	1,949.50	7,400.00	8,912.00	221,567.04	9,545.00	3,640.00	25,862.40	(93,016.49)
Through 48 payroll and 4/28/20 expenses																		
6/1/20 COP Due	(24,198.75)																	
May PR	(3,548.22)																	
May Benefits	(1,772.88)																	(3,548.22)
June PR	(3,548.22)																	(1,772.88)
June Benefits	(1,772.88)																	(3,548.22)
																		(1,772.88)
																		(103,658.69)



WENATCHEE VALLEY COLLEGE
1300 5TH ST
WENATCHEE WA 98801-1741

Business Statement

Account Number:
2 535 5920 9783
Statement Period:
Feb 27, 2020
through
Mar 24, 2020



INFORMATION YOU SHOULD KNOW

(CONTINUED)

- Addition of Partner ATMs section
- Removed the following content and will be distributed upon individual product purchase
 - Safe Deposit Box Agreement
 - Consumer Reserve Line Agreement
 - Business Reserve Line Agreement

Starting May 11, you may pick up a copy at your local branch, view on usbank.com, or call 800.USBANKS (872.2657) to request a copy. If you have any questions, our bankers are available to help at your local branch. You can also call us at U.S. Bank 24-Hour Banking at 800.USBANKS (872.2657). We accept relay calls.

BASIC BUSINESS SAVINGS

Member FDIC

U.S. Bank National Association

Account Number 2-535-5920-9783

Account Summary

	# Items				
Beginning Balance on Feb 27		\$	971,345.56	Annual Percentage Yield Earned	0.00995%
Other Deposits	1		6.00	Interest Earned this Period	\$ 6.00
Other Withdrawals	1		846,008.00-	Interest Paid this Year	\$ 15.13
Ending Balance on Mar 24, 2020		\$	125,343.56	Number of Days in Statement Period	27

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Mar 24	Interest Paid	2400002699	\$ 6.00
Total Other Deposits			\$ 6.00

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Mar 20	Customer Withdrawal	9253977498	\$ 846,008.00-
Total Other Withdrawals			\$ 846,008.00-

BF 200324.01 846,000. out of 1205 to IB~~88~~

BF 200331.03

Local Government Investment Pool
Statement of Account for No: 30330
Primary Account
March 2020

FISCAL SERVICES
WENATCHEE VALLEY COLLEGE
1300 FIFTH STREET
WENATCHEE, WA 98801-8801

Date	Description	Comment	Deposits	Withdrawals	Balance
03/01/2020	Beginning Balance				416,491.09
03/31/2020	Month End Balance				416,491.09
	March Earnings	Daily Factor Earnings	457.24		
	Net Ending Balance				416,948.33

Account Summary

Beginning Balance:	416,491.09	Gross Earnings:	459.76
Deposits:	0.00	Administrative Fee:	2.52
Withdrawals:	0.00	Net Earnings:	457.24
Month End Balance:	416,491.09		
Administrative Fee Rate:	0.0071 %	Net Ending Balance:	416,948.33
Gross Earnings Rate:	1.2997 %		
Net Earnings Rate:	1.2926 %	Average Daily Balance:	416,491.09

019 859 290 IBEN 0401 457.24
023 859 290 IBEN 0401 457.24
BA 200331.01
BH 4/2/20



Statement of Account

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Statement End Date March 31, 2020
 Statement Begin Date March 1, 2020
 Account Number 62761621259

To report a lost or stolen card,
 call 800-324-9375.
 For 24-hour telephone banking,
 call 877-431-1876.

WENATCHEE VALLEY COLLEGE
 1300 5TH ST
 WENATCHEE, WA 98801-1741

83842

For questions or assistance with your account(s),
 please call 800-324-9375, stop by your local branch,
 or send a written request to our Client Care Center
 at 9929 Evergreen Way, Everett WA 98204.

Analyzed Checking Summary - # 62761621259

Interest Earned/Accrued this Cycle	\$0.00
<hr/>	
Beginning Balance	\$0.00
Interest Earned This Period	+0.00
Deposits and Credits	+196.65
Checks Paid	-0.00
ATM, Electronic and Debit Card Withdrawals	-42.65
Other Transactions	-154.00
<hr/>	
Ending Balance	\$0.00

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Money.com
BEST BANKS
 2018-2020

Voted Best Bank by
 money.com for 3
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 wafdbank.com

Deposits and Credits

Date	Description	Amount
03-02	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	10.00
03-02	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	5.00
03-02	Sweep Deposit From 3167048671	27.65
03-04	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	6.00
03-05	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	5.00
03-06	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	8.00
03-09	External Deposit HRTLAND PMT SYS - TXNS/FEES 650000010415084	16.00

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P.O. Box 15284
Wilmington, DE 19850

Customer service information

📞 Customer service: 1.888.852.5000

🌐 bankofamerica.com

✉ Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

WENATCHEE VALLEY COLLEGE
STATE AND FEDERAL FUNDS
BUSINESS OFFICE
1300 5TH ST
WENATCHEE, WA 98801-1799

🔔 Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Full Analysis Business Checking

for March 1, 2020 to March 31, 2020

Account number: 0000 2420 2400

WENATCHEE VALLEY COLLEGE STATE AND FEDERAL FUNDS

Account summary

Beginning balance on March 1, 2020	\$57,627.92
Deposits and other credits	52,602.06
Withdrawals and other debits	-19.95
Checks	-0.00
Service fees	-0.00
Ending balance on March 31, 2020	\$110,210.03

of deposits/credits: 3

of withdrawals/debits: 1

of days in cycle: 31

Average ledger balance: \$72,958.35



Statement of Account

PAGE 1 OF 2

Statement End Date March 31, 2020
 Statement Begin Date March 1, 2020
 Account Number 3167045354

To report a lost or stolen card,
 call 800-324-9375.

For 24-hour telephone banking,
 call 877-431-1876.

WENATCHEE VALLEY COLLEGE
 1300 5TH ST
 WENATCHEE, WA 98801-1741

12590

*For questions or assistance with your account(s),
 please call 800-324-9375, stop by your local branch,
 or send a written request to our Client Care Center
 at 9929 Evergreen Way, Everett WA 98204.*

Public Fund Checking Summary - # 3167045354

Annual Percentage Yield Earned for this Statement Period	0.733%
Interest Rate Effective 03/01/2020	1.550%
Interest Rate Effective 03/04/2020	1.550%
Interest Rate Effective 03/09/2020	1.100%
Interest Rate Effective 03/16/2020	1.100%
Interest Rate Effective 03/17/2020	0.100%
Interest Earned/Accrued this Cycle	\$3.27
Number of Days in this Cycle	31
Date Interest Posted	03-31-2020
Year-to-Date Interest Paid	\$4.12

Beginning Balance	\$5,267.00
Interest Earned This Period	+3.27
Deposits and Credits	+0.00
Checks Paid	-0.00
ATM, Electronic and Debit Card Withdrawals	-0.00
Other Transactions	-0.00
Ending Balance	\$5,270.27

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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Statement of Account

PAGE 1 OF 37

Statement End Date March 31, 2020

Statement Begin Date March 1, 2020

Account Number 3167048671

To report a lost or stolen card,
call 800-324-9375.

For 24-hour telephone banking,
call 877-431-1876.

WENATCHEE VALLEY COLLEGE
1300 5TH ST
WENATCHEE, WA 98801-1741

12677 *

For questions or assistance with your account(s),
please call 800-324-9375, stop by your local branch,
or send a written request to our Client Care Center
at 9929 Evergreen Way, Everett WA 98204.

Analyzed Checking Summary - # 3167048671

Interest Earned/Accrued this Cycle	\$0.00
Beginning Balance	\$1,088,635.59
Interest Earned This Period	+0.00
Deposits and Credits	+5,964,495.43
Checks Paid	-407,075.57
ATM, Electronic and Debit Card Withdrawals	-2,051,167.21
Other Transactions	-55,747.24
Ending Balance	\$4,539,141.00

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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Deposits and Credits

Date	Description	Amount
03-02	External Deposit WA ST ESD 54002002278178200000 - VENDOR PAY 5254721	10,279.31
03-02	External Deposit BOFA MERCH SVCS C4 - DEPOSIT 345851424886	5,836.67
03-02	External Deposit BOFA MERCH SVCS C4 - DEPOSIT 345851424886	3,794.63
03-02	External Deposit BOFA MERCH SVCS C4 - DEPOSIT 345573138889	2,702.50
03-02	External Deposit WA ST DSB 3150200227AQ46100000 - VENDOR PAY 5249871	1,279.60
03-02	External Deposit BOFA MERCH SVCS C4 - DEPOSIT 345851420884	1,111.50
03-02	External Deposit BOFA MERCH SVCS C4 - DEPOSIT 345851422880	1,012.06

Visa may provide updated debit card information, including your expiration date and card number, with merchants that have an agreement for recurring payments. You may opt out of this service by calling 1-800-324-9375.

RUNNING START INVOICES 19/20

School District	Fall 18 Quarter			Winter 19 Quarter			Spring 19 Quarter		
	Academic Credit	Vocational Credit	Amount Billed	Academic Credits	Vocational Credits	Amount Billed	Academic Credits	Vocational Credits	Amount Billed
Brewster	12.38	4.33	45,345.14	13.40	1.87	40,811.95			
Cascade	44.64	2.98	126,427.41	38.47	4.62	114,969.22			
Cashmere	27.56	3.33	82,414.80	26.40	3.27	79,179.92			
Chelan	28.22	3.00	83,203.33	24.27	3.78	75,063.51			
East Valley	-	-	-	0.33	-	869.87			
Eastmont	140.18	6.70	389,189.85	140.81	8.28	395,480.19			
Entiat	13.91	3.40	46,656.75	16.15	1.47	46,895.39			
HighLand	-	-	-	0.40	-	1,054.39			
Insight	2.00	-	5,271.96	1.89	-	4,982.00			
Lk Rsvlt(Grand Coulee)	7.00	0.33	19,429.44	5.78	0.44	16,528.68			
Liberty (Methow)	8.02	0.67	23,116.29	6.73	0.33	18,708.94			
Mansfield	1.00	-	2,635.98	0.98	0.02	2,642.97			
Manson	1.56	0.33	5,072.13	1.02	0.87	5,242.78			
MV INDEP LEARN CTR	1.67	0.33	5,370.88	1.67	-	4,402.09			
Okanogan	33.51	1.11	91,590.35	31.35	2.15	88,968.36			
Omak	18.11	0.33	48,715.18	16.38	2.31	49,958.89			
OmakHS WAVA	0.89	0.33	3,314.81	1.00	0.33	3,604.77			
Oroville	20.71	1.00	57,518.09	14.20	5.67	54,076.51			
Pateros	9.56	0.33	26,159.97	8.22	1.11	24,935.20			
Quincy	10.44	0.56	29,162.64	8.44	1.33	26,160.98			
Tonasket	37.72	0.33	100,397.96	31.44	4.13	95,008.56			
Wahluke School	2.00	-	5,271.96	2.00	-	5,271.96			
Waterville	10.31	-	27,176.95	7.33	0.67	21,288.67			
Wenatchee	222.02	12.71	622,562.19	209.11	24.15	622,117.44			
Skill Source(OpenDoors)	1.38	-	3,628.87	1.22	0.04	3,343.11			
Wenatchee Alt HS	8.58	1.13	25,934.08	6.85	1.11	21,306.34			
TOTALS	663.37	43.23	1,875,567.01	615.84	67.95	1,822,872.69	-	-	-

FY1920	100% Rate	93% Rate	Qtr Rate	Fall FTE	Fall Income	Winter FTE	Winter Income	Spring FTE	Spring Income
Academic	\$ 8,503.15	\$ 7,907.93	2,635.98	663.37	\$ 1,748,627.73	615.84	\$ 1,623,339.77	-	\$ -
Vocational	\$ 9,470.11	\$ 8,807.20	2,935.73	43.23	\$ 126,911.79	67.95	\$ 199,483.13	-	\$ -
Total				-	\$ 1,875,539.52	683.79	\$ 1,822,822.90	-	\$ -

FY1920	Total FTE	Total Income
Academic	1,279.21	\$ 3,371,967.50
Vocational	111.18	\$ 326,394.92
Total	683.79	\$ 3,698,362.42

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#9 – Information**

CATEGORY: **STAFF REPORTS**

Tod Treat, Vice President of Instruction

BACKGROUND:

On behalf of all of the Deans and Directors in Instruction, thank you to all WVC's faculty for their responsiveness, resilience, and student centered approach to address the pandemic COVID-19 and Washington state emergency response!

Educational Achievement

Skills labs for Spring quarter 2020: WVC MESA is supporting math and chemistry courses with Skills labs during this spring quarter. WVC MESA student facilitators have been assigned as Teaching Assistants (TAs) in Canvas (WVC's Learning Management Platform) for intermediate algebra, pre-calculus I & II, and statistics for math courses and in General Chemistry III for chemistry courses.

Support for Learning

Andrew Hersh-Tudor developed a free Online Learning Orientation short course with 140 students enrolled, as late as May 8.

Faculty and staff worked together to develop directed self-placement and other placement alternatives to meet needs of students who cannot come to campus for placement tests.

Student surveys – COVID-19 response: WVC MESA has adapted to support students remotely. WVC MESA sent out surveys to our students to identify their greatest needs in early April and a follow-up questionnaire in Early May. The first survey results showed that students may have access to technology but not necessarily to supporting resources including a quiet space (Response rate = 44%). The second survey results indicated that students have found it difficult to collaborate with other students, consult with instructors, and use library resources remotely. In addition, students have found it difficult to access emergency aid and health services (Response rate = 64%). In response, we are providing community resources for students to access that can provide financial support and health care service information in our Canvas page. WVC MESA will offer advising online via Zoom for students in our program. In addition, we also purchased whiteboards for students to check out and use at home.

Members of the library and IT staffs have been hard at work getting needed technology into the hands of our students. During the three curbside technology checkout events, the Wenatchee campus library checked out the following: 65 Chromebooks, 34 calculators, 1 camcorder, 2 headsets, 2 tablets, 1 hotspot, 1 webcam, and 1 tripod for a grand total of 107 checkouts in three and a half hours. That's 30 checkouts per hour. One checkout every 2 minutes. To people in cars. The Omak campus library checked out the following: 26 Chromebooks, 8 calculators, 2 hotspots and 1 headset.

Diversity and Cultural Enrichment

In collaboration with WVC's PIO office, WVC MESA created resources to educate students and community members regarding CARES funds for students at WVC. WVC MESA created a [video in Spanish](#) to distribute within the community.

Responsiveness to Local Needs

Nursing faculty, like all faculty on campus, did pivot curriculum during finals week in winter quarter. Students completed their winter finals in week zero of the quarter via online testing through Respondus. Nursing shifted high stakes testing to online, virtual simulation this quarter, and online theory courses for the spring. Nursing faculty are working to get students back into the clinical setting as soon as safely possible, and anticipate a few students will get the opportunity to participate in clinicals as soon as this quarter.

In order to gauge how to continuously improve with the changes, nursing students were surveyed by faculty the 3rd week of the quarter to get an idea of workload challenges with the new move to online learning. Faculty and staff met with students to discuss how to support them better.

Advising: Students interested in enrollment in the Fall 2020 associate degree program will have the opportunity to take their TEAS tests online. This was due to very heavy lifting by Noah Fortner, Shelly Lagrou, Rhonda Yenny and Nick Harris who have negotiated and learned a new online testing software. Shelly and Nick called each individual test taker to go through the process with them. The nurse aid requirement is also not needed by time of application in June, as some nurse aid courses were delayed because of COVID-19. Dr. Hosey and Noah Fortner are working with advisees on a case-by-case basis so admission into the program is not delayed due to COVID-19.

Nursing Assistant students returned to the clinical site in full adherence of safe clinical practice guidelines to ensure the health and well-being for the long term care residents and the students.

Continuous Improvement

WVC notification that our Guided Pathways plan was approved without required changes.

The RS team worked together to adjust the New Student Advising Presentation to only key points of information to help new students through the registration process and other information that would help them better chose their courses for fall. We encouraged students to email us their plan for fall to verify if it would be a manageable schedule. Everyone is currently meeting with current students one-on-one via Zoom and new students are still in a group setting (but via Zoom). So far, we have not had any complaints from students or parents of the new change. Typically advising for fall is 2 hours long when it is face-to-face. We knew it would be difficult to keep students engaged for that long from the comforts of their home.

Every high school has been continuing to teach their courses for Spring. WVC liaisons have been working closely with their counterpart to help support in course objectives are being met and with student success. Liaisons are also in communication with their counterparts to work together to help complete a "Site" visit for this semester.

Sustainability

Faculty from several departments delivered an Earth Day event online that featured student poetry contest winners, a guest writer, and information about environmental issues.

RN to BSN Enrollment Up: Enrollment looks great for the RN to BSN program: fully enrolled with 30 students that start June 25.

	Spring 2020 Incoming Class	Winter 2020 Current Enrollment	Fall 2019 1 st Day Enrollment	Spring 2019 Enrollment	Spring 2018 Enrollment
RN to BSN	31 😊	16 (2PT*)	18	16	19

Current Associate Degree Enrollment

	Spring 2020 Current Enrollment	Fall 2019 1 st Day Enrollment	Spring 2019 Enrollment	Spring 2018 Enrollment
Omak 1st Year	11	12	16	9
Omak 2nd Year	15	15	7	13
Wenatchee 1st Year	43	48	46	47
Wenatchee 2nd Year	44	46	45	43

WVC was recently awarded the Career Launch Intermediary Grant. The Dean of Workforce Education and faculty member Jennifer Hadersberger are working to increase Engineering Technology enrollment and are planning on activities to focus on recruitment of new students.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM **#10 – Information**

CATEGORY: **STAFF REPORTS**

Chio Flores, Vice President of Student Services

BACKGROUND:

ATHLETICS

- Athletics has continued to build out rosters for 2020-21, recruiting via Zoom and other means.
- Athletics enjoyed a great winter quarter, posting significant jumps in grade point average across the department for a department average GPA of 3.0.

CAMP

- Evelyn Mejia, former CAMP Intern, accepted the position of CAMP Program Coordinator and began on April 8. Evelyn is an upcoming WSU graduate and former CAMP scholar. She is originally from Cashmere, WA.
- On April 14, the CAMP program submitted a profile to be considered an *Example of Excelencia* after being nominated for the great work WVC CAMP does. If select, WVC could be featured in the Department of Education's What Works database as a best practice.
- CAMP's lending library lent out 130 items to 53 scholars. Items included textbooks, Chromebook/laptops, and calculators.
- In spite of the COVID-19 limitations, the CAMP team has maintained communication with prospective students. Seven students have been interviewed via zoom and phone.
- 95% of CAMP scholars remain enrolled spring quarter.
- The 2019-2020 CAMP cohort is 96% full (135/140 participants)

CAMPUS LIFE, EQUITY & INCLUSION

- Due to COVID-19, student IDs or bus passes are not being issued at this time.
- Senate is meeting weekly on Thursdays at 3:30pm virtually and once a month with the Omak Senate team.
- S&A budget process is underway, requests closing May 1. Budget hearings May 4-5th. Will present the budget to the Board of Trustees in June for final approval.
- Graduation planning is underway for a virtual graduation ceremony and sending packages to graduates to commemorate their accomplishments.
- Applications for the 2020-2021 Student Senate team are now open. Applications due May 15.
- Senate planning an Open Mic event on May 6th from 6:00-8:00pm over zoom.
- InterClub Council meeting virtually and planning a Spring Showcase through Zoom on May 13 at 5:30pm.
- Senate provided free Pizza Hut gift cards to 200 students for \$10 each to help support students during this difficult time. Students greatly appreciated the gift cards and gave very good feedback.
- Omak Red Road is planning a session on COVID 19 in Indian Country for early June 5.
- Omak Senate team meeting weekly and providing food bank for Omak students.
- Equity in Education event will be held May 19 – Invitation to be sent to 40 people.
- Stand Against Racism event, held on April 28, was a great success 55 attendees including students, faculty, community members and staff. The event was a panel discussion on equity and civic engagement.
- Lee Mun Wah will be doing an all campus diversity training for WVC. May 6 1:00-3:00pm. So far, 70 people registered for the event, "Creating a Culturally Responsive School".
- Marichuy is helping advising and support student clubs like MEChA, QSA and Kaizen during this time and planning virtual events.
- Tommy Orange event re-scheduled for October.
- Erin, Marichuy, Livia and Shandy meet each month to plan and discuss equity and inclusion support at WVC.
- Equity book club being planned virtually.
- Most international students returned home to their families during this time. Seven students are still enrolled.
- Planning for the summer international programs to be cancelled as large groups won't likely be able to travel in July or August.

- Virtual International week is planned for May 11th-15th with a different interactive event occurring each day to connect and learn about the world.
- Johanna Hamilton is doing some Facebook and Instagram ads to continue with international recruitment.
- Jeremy Snyder has moved into the Elliott Street house and is officially in a live on position at this time. He is also covering on-call duties at the moment.
- Currently 13 students still living in the Residence Hall (out of 75 spaces) during spring quarter and four student staff.
- Fall residence hall applications will be opening soon. Trying to create parameters for social distancing and contemplating allowing only one person per room instead of two.
- Facilities department is working on another shower leak.
- Custodial staff is disinfecting the residence hall shared spaces twice a day. Rules about guests and social distancing in place and posted at the Residence Hall.
- Danny Zavala has been working on Rec Center planning for next year as well as virtual events and activities to engage students.
- Planning a virtual intramurals event with Student Senate.
- Danny worked with the Assessment Team to create a program-learning outcome vignette to assess Rec Center outcomes. **After participating in Student Recreation Center programs and services, students will be able to:**
 1. Develop lifelong skills to improve overall health and wellbeing.
 2. Understand the importance of teamwork, leadership and healthy social interactions to resolve conflicts among team members.
 3. Experience leadership opportunities that result in improved communication, listening, time management skills, and more self-confidence.
 4. Develop a greater understanding of sustainability and environmental issues by participating in outdoor programs.
 5. Connect with the campus community and build relationships with peers.
- Campus Recruiter position is currently vacant and on hold.
- Brainstorming ideas for an ad campaign encouraging those who would not usually be attending college to think about taking classes now that everything is online.
- The Recruitment Committee is being revived for the college to gather input and help from around the campus to promote recruitment and enrollment efforts for WVC.

COUNSELING

- Counselors have been working hard to meet student needs via phone, email and zoom appointments.
- Counselors recently provided a Support and Resources Webinar for students to help them gain information on available support.
- Last week, counselors began a weekly zoom support group available to students to meet the needs related to anxiety, fear, academics, time management, etc.
- The Knights Kupboard has been operating via curbside service for three weeks now and has served 35 students. The food pantry has received some donations via curbside as well, and has reached out to the foundation for additional support on donations.
- **DREAMers Grant: The DREAMers Grant has served 18 students as of today, a total of \$18,375.20 has been awarded.** Please refer your students as we still have \$12,000 available to help DREAMer's/DACA/HB1079 students with books, tuition and/or emergencies.
- **Biella Scholarship Grant: The BIELLA grant has served 21 students as of today, a total of \$10,000 has been awarded.** This grant has been exhausted and does not have any funds remaining. This fund can only serve students for books, tuition and school related emergencies.
- **Knights Care Fund: The Knights Care fund has served 33 students as of today, a total of \$14131.71 has been awarded.** \$6535.02 remain and these funds can serve all students for tuition, books, and personal emergencies. These funds are provided annually by the WVC Foundation and may be increased as needed throughout the year. The foundation recently provided \$2000 to help supplement this fund for spring quarter.
- **As of today, a total of 72 students have been provided with funds.** These funds promote wellbeing, retention and academic success.

TESTING CENTER/ED PLANNING

- Staff are connecting one-on-one via phone, email, or Zoom with new, transfer, and former students who needed advising for spring, summer, and/or fall quarters.

- Amy assisted 61 students remotely this month (58 were work study-related and three were for resume/job search assistance).
- April 9 the Virtual Assistant Zoom Room for Educational Planning and Testing went live. Primarily, Cheyenne has been staffing the room 4 hours per day. Usage is low.
- Faculty started submitting JIAs. More faculty submitted in the second week with lack of participation concerns. Reminding student to drop the class, if needed. Sandra was able to make contact with students; they were receptive and appreciative of the check in.
- Jaima worked with the English Division on directed self-placement. Using Whatcom's model, a new placement option for English has been designed. In addition, new Developmental English cut-scores will be added and the use of HS transcripts for placement will be expanded.
- Noah spent time this month researching remote proctoring options for the TEAS test.
- April 14-17 was the application window for the MLT program. Noah processed seven applications to Wenatchee (7 in 2019), two applications to Omak (1 in 2019), and one application to the distance sites (8 in 2019).
- WVC and WCCCSA decided to reschedule the Sp20 Berlin program to Sp21 and move the Sp21 Lyon program to Sp22. WCCCSA plans to keep the Sp20 instructors and team leads for the Sp21 Berlin program.
- At this point WCCCSA is still planning to offer the short-term summer program to Costa Rica which is scheduled for mid-Aug to mid-September (so far, no WVC students have signed up).

FINANCIAL AID

- The financial aid office was able to adapt quickly to help students remotely. There were several technology challenges and some steep learning for staff, as adjustments were required to work in the new environment. Cheryl Fritz spent endless hours helping to make this possible and to assist staff with technology issues at home.
- Cheryl, Kevin and Tony fast tracked the implementation of the CARE Fund process and application. A challenging process but so far, close to 900 students needing assistance have completed the form.
- The 2020-2021 financial aid process has been delayed due to the rapid response needed for the CARES Act fund.
- The financial aid office has transitioned to the foundation awarding scholarships, with Tony leading the effort. This has been extremely helpful.
- Cheryl and Kevin are getting more heavily involved with CTCLink. June will be a very busy month with many financial aid BPFs.

TRIO/SSS

- TRIO/SSS welcomed a new Program Assistant, Jenna Shrewsbury, on Monday, April 27th
- Belen Bazan-Delgado, Retention Specialist, attended a National TRIO Virtual Training
- Student Celebrations
 - Yecenia Bautista: Accepted to the Summer Health Professions Education Program at the University of Washington
 - Magdalena Bravo: Accepted to the Yakima Valley College Dental Hygiene Program and was waitlisted for the EWU program
- Paint Your Stress Away Workshop: 30 students attended
- Welcome Back Spring Quarter Webinar: 15 participants attended
- Financial Literacy Workshop: 12 participants attended
- Total Students Graduating in 2019-2020: 54 students
- Transfer Institutions: 9 accepted to WSU; 4 accepted to CWU; 5 accepted to EWU; 1 acceptance to WWU; 1 acceptance to San Diego State; 1 acceptance to Montgomery College in Maryland; 1 acceptance to University of Colorado
- TRIO/SSS staff are checking in 2-3 times a week via social media, remind and phone calls to ensure students are feeling connected and supported.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM **#11 – Information**

CATEGORY: **STAFF REPORTS**

Jim Richardson, President

BACKGROUND:

- The Wells Replacement project continues as an “essential” construction project in the state. Because of the COVID guidelines from the Governor, it has slowed down, but good progress is being made.
- Since our March board meeting, the college has completely changed to online including all student services functions and all instruction. Just this week several technical and health programs will be opening labs following the safety, social distancing, and cleaning directives from the state.
- The college’s Incident Command System is running with the team first meeting everyday, and later three days per week to discuss how to keep everyone safe while at work and keep the college running. The college has essentially been closed to students, most staff, and the public since March 16.
- I have been attending the SBCTC’s presidents’ updates on COVID and state and national directives since the middle of March. At first we met everyday - mostly reactionary to the positive tests on campuses at first. We then went to dealing with the closures mandated by the state and how higher education would move online and what that meant for employees and programs. As the directives from the state changed, we discussed the best response on our campuses. We also are dealing with federal the CARES Act and FEMA rules and regulations. Now we spend much time still reacting, but more time planning for summer and fall and how the Governor’s phases fit with higher education (never mentioned in the phases). We are trying to find the balances between safety of employees, faculty and students and continuing to offer the highest quality education to those students.
- I am a member of the Chamber’s Recovery Council for Chelan/Douglas Counties. We are trying to plan how to best react and plan for the future of our business community. Many local elected officials, health officials and business people are represented.
- The Foundation has continued meeting through Zoom and I have attended and update them on the situation at the college.
- Attended a virtual WACTC meeting and discussed capital projects, COVID responses, PPE availability for classes and employees, online classes and access for underserved students, enrollment, the operating budget and the probability of reductions in state allocations of up to 20%.
- Have held all district meetings on WVC’s response to the virus and the budget for the 2020-21 fiscal year beginning in July.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM **#12 – Action**

CATEGORY: **ACTION**

2021-2022 Academic Calendar: Chio Flores, Vice President of Student Services

BACKGROUND:

The Academic Calendar Committee began meeting in October 2019 to develop the 2021-2022 Academic Calendar, as outlined in Academic Calendar Procedure 1400.600. Drafts #1, #2, and #3 went out to all campus for review and comments were received from faculty and staff. Draft #3 was reviewed in March by cabinet and presented to the board for review.

**2021-2022
Wenatchee Valley College - Academic Calendar - Draft #3**

Fall 2021

September

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		

October

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

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				

December

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	

Dec 20th - Grades Due 3pm

Winter 2022

January

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					

February

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					

March

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		

March 28th - Grades Due 3pm

Spring 2022

April

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

May

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

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		

June 17th - Wenatchee Graduation
June 18th - Omak Graduation
June 21st - Grades Due 3pm

Summer 2022

June

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

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						

August

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			

August 22nd - Grades Due 3pm

	Fall	Winter	Spring	Total
Teaching Days	50	50	50	150
Final Exams	3	3	3	9
Prep Day	2	0	0	2
Advising Day	1	1	1	3
President's Day	1	0	0	1
Deans Day	2	0	1	3
Flexible Professional Days*	1	1	1	3
TOTAL DAYS	60	55	56	171
Holidays				

*Refer to current AHE collective bargaining agreement

target: 171

RECOMMENDATION:

That the board approve the proposed academic calendar for 2021-2022.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#13 - Action**

CATEGORY: **ACTION**

New Policy 600.503: Reagan Bellamy, Executive Director of Human Resources

BACKGROUND:

600.503 SUSTAINABILITY POLICY

The Wenatchee Valley College (WVC) Sustainability Policy exemplifies the long-term commitment of its two campuses to be efficient, transparent and accountable through deliberate, collaborative and sustainable alignment of resources. This policy guides WVC staff, students, and faculty to be good stewards of fiscal and environmental resources. Our environmental and social responsibility is rooted in WVC's mission to serve the educational and cultural needs of students of diverse ethnic and economic backgrounds. Recognizing that practicing sustainability is fundamental to ensure a legacy for the future, the institution and all members of the college community support actions, decisions and leadership that will do the following.

1. Provide educational opportunities to learn about and practice sustainability.
2. Create partnerships within and outside the college that further environmental stewardship, economic equity, and social justice.
3. Promote the sustainable management of resources to protect health and well-being, while building resilient infrastructure.

Procedures will be developed, as necessary, to implement this policy with the flexibility to modify as conditions change.

RECOMMENDATION:

That the board approve new policy 600.503 – Sustainability.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#14 - Action**

CATEGORY: **ACTION**

Continue Spending Authority: Brett Riley, Vice President of Administrative Services

BACKGROUND:

As of the publication of the Board agenda, WVC staff are still finalizing the 2020-21 operating budget. This, in part, is in response to the unprecedented economic status of the State of Washington as a result of the COVID-19 pandemic. We are expecting a significant decline in the state allocation, which comprises over 50% of our annual operating budget.

With our 2019-20 approved budget expiring June 30, we are asking the Board for temporary spending authority to allow essential college services to continue until the next regularly scheduled Board meeting in September.

We expect to present a complete budget for review at the next Board meeting after the June 17 revenue forecast.

If the Board grants the expenditure authority, all known earmarks and provisos in the budget legislation will be observed. We will not exceed last year's expenditures for the same time period. We will reduce specific expenditure areas if required by proviso.

This spending authorization will expire when the Board approves our 2020-21 budget.

RECOMMENDATION:

We recommend the board grant the college administration authority to spend funds necessary for operations until the September Board meeting.

BOARD MEETING: **May 20, 2020**

AGENDA ITEM: **#15 - Action**

CATEGORY: **ACTION**

Revised 2019-2020 Operating Budget: Brett Riley, Vice President of Administrative Services

BACKGROUND:

The Revised WVC 2019-20 operating budget is presented here for Board of Trustee approval. Included is a summary of the sources of funds and the rationale of budgetary decisions based on enrollment forecast and legislative action.

RECOMMENDATION:

That the trustees accept the 2019-20 operating budget as presented

Revenue Forecast:

101 Funds-

- Our State allocation is projected at **\$16,086,013** including provisos and program funding.

149 Funds-

- Tuition forecast is **\$6,136,098** for academic year 2019-20. Enrollment projections have been improving since spring. We are conservatively projecting flat tuition revenue.

148 Funds-

- Fee revenue is projected to come in at **\$2,242,761**. We expect some variability with fee revenue as we implement the new fee schedule.

146 Funds-

- Revenue from Running Start remains significantly lower than last year but has stabilized. We are expecting FY20 Running Start revenue to come in at **\$5,329,943**.

Other-

- **\$180,000** in WVC Foundation sourced funds dedicated to specific endowed programs as well as a one-time \$50,000 technology donation.

Total Operating Revenue- \$29,974,815

Revenue Source	FY 19-20	% of Budget
101- Total State Allocation	\$ 16,086,013	53.7%
149- Total Tuition	\$ 6,136,098	20.5%
148- Total Course and Program Fees	\$ 2,280,724	7%
145/146- Running Start	\$ 5,329,943	17.8%
Foundation Reimbursement	\$ 180,000	0.60%
Crane Endowment	\$ 50,000	
Auvil	\$ 80,000	
Technology Replacement	\$ 50,000	
Total Estimated Operating Revenue FY 19-20	\$ 29,974,815	100%

- WVC has established an operating budget of \$29,871,176 based on most recent revenue and enrollment estimates.