



BOARD OF TRUSTEES MEETING
October 20, 2021

AGENDA

10:30 a.m. – Board Work Session	Room 401, Omak Campus
3:00 p.m. – Board of Trustees Meeting	Room 401, Omak Campus

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AGENDA

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PUBLIC COMMENT

Persons wishing to address the board must sign up and limit their remarks to three minutes.

ADJOURNMENT

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

Wenatchee Valley College enriches North Central Washington by serving educational and cultural needs of communities and residents throughout the service area. The college provides high-quality transfer, liberal arts, professional/technical, basic skills and continuing education for students of diverse ethnic and economic backgrounds.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

Board Minutes of September 8, 2021

BACKGROUND:

Attached are the minutes from the September 8, 2021 regular board meeting for approval.

RECOMMENDATION:

That the minutes from the September 8, 2021 regular board meeting be approved.



District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Regular Board Meeting

September 8, 2021 – 3:00 P.M.

Board Room/Zoom

MINUTES

ATTENDANCE

Trustees Present:

Phyllis Gleasman, Chair
Tamra Jackson, Vice Chair
Steve Zimmerman
Wilma Cartagena
Paula Arno Martinez

Also Present:

Cabinet Members
Faculty Members
Students

CALL TO ORDER: 3:00 P.M.

APPROVAL OF MINUTES

1. June 16, 2021, Board Meeting Minutes and August 18 Special Meeting Minutes

MOTION NO. 2371

Steve moved that the minutes of the June 16, 2021 board of trustees meeting minutes and August 18 special board meeting minutes be approved. The motion was seconded by Paula Arno Martinez and carried unanimously.

CELEBRATING SUCCESS

2. RLS Production Summer Concert Series

After a successful 2021 concert season, the annual RLS Productions' Concerts on the Campus series has raised a cumulative \$100,000 for the RLS Productions Scholarship since its inception in 2014. This year's series included the Encore Challenge, which encouraged donors to help meet the \$100,000 goal.

Founded by Robert and Catherine (Rio) Sandidge, the RLS Productions' Concerts on the Campus is a five-week summer concert series held in Wenatchee. This was the first year it was held on the Wenatchee Valley College Coopridger Sport Fields Complex near the Student Recreation Center.

"It is amazing how the series and the endowment have built over the years," said WVC President Jim Richardson. "I appreciate the generosity of Robert and Rio, and all the people who have attended concerts. WVC students directly benefit due to their support and involvement."

“The collective impact RLS Productions’ Concerts on the Campus is astounding,” said WVC Foundation Executive Director Rachel Evey. “One of the best things about the scholarship is that, as an endowment, it will support future generations of students in perpetuity. The concerts, and everyone involved in them, are an investment in our community’s future.”

Funding for the RLS Productions Scholarship comes from direct sponsorships, ticket sales and supporters of the concert series. Robert and Rio Sandidge recognize all the generous sponsors, supporters, volunteers, and concert goers, both past and present.

“Rio and I feel so blessed that the Wenatchee valley believed in this series and how it gives back to the college,” said Robert Sandidge. “We are grateful for the past seven years of support we received from our sponsors, supporters and concert attendees. We know they rely on us to not only promote their businesses and provide an exceptional concert series, but to also give back to our community in the form of scholarships. When Rio and I started this pursuit, we never dreamed we’d reach this level of contributions. We owe it to all these generous individuals, businesses and volunteers.”

SPECIAL REPORTS

3. **Patrick Tracy, AHE President**
Patrick Tracy was not present to provide a verbal report.
4. **Mike Nelson, WPEA Chief Shop Steward**
Mike Nelson was not present to give a verbal report.

STAFF REPORTS

5. **Brett Riley, Vice President of Administrative Services**
Brett Riley did not add to his written report.
6. **Dr. Tod Treat, Vice President of Instruction**
Dr. Tod Treat did not add to his written report.
7. **Dr. Chio Flores, Vice President of Student Services**
Dr. Chio Flores shared that Wenatchee Valley College was selected as one of four institutions to participate in the mental health pilot grant program.
8. **Dr. Jim Richardson, President**
President Dr. Richardson thanked the ICS team for their work on monitoring the state of the pandemic and the great work they have done in doing what is best for staff and students.

ACTION

9. **Revised Policy 400.100 Student Rights and Responsibilities/Code of Student Conduct Reagan Bellamy, Executive Director of Human Resources The proposed 2021-2022 ASWVC Budget was reviewed at the board work session.**

Revised policy 400.100 Student Rights and Responsibilities/Code of Student Conduct was discussed in detail during the board work session.

MOTION NO. 2372

Paula Arno Martinez moved that the Revised Policy 400.100 Student Rights and Responsibilities/Code of Student Conduct be approved as presented. The motion was seconded by Steve Zimmerman and carried unanimously.

(Exhibit A)

10. New Policy 400.120 Student Academic Grievance, Reagan Bellamy, Executive Director of Human Resources

New Policy 400.120 Student Academic Grievance was discussed in detail during the board work session.

MOTION NO. 2373

Wilma Cartagena moved that New Policy 400.120 Student Academic Grievance be approved as presented. The motion was seconded by Steve Zimmerman and carried unanimously.

(Exhibit B)

11. Rescind Policy 400.115 Student Discipline, Reagan Bellamy, Executive Director of Human Resources

Proposal to rescind Policy 400.115 Student Discipline was discussed in detail during the board work session.

MOTION NO. 2374

Wilma Cartagena moved to rescind Policy 400.115 Student Discipline. The motion was seconded by Steve Zimmerman and carried unanimously.

(Exhibit C)

12. Election of Board of Trustees Officers

MOTION NO. 2375

Wilma Cartagena moved that the following slate of officers be approved for the 2021-2022: Tamra Jackson, Board Chair; Steve Zimmerman, Vice Chair; Paula Arno Martinez, Legislative Action Liaison. The motion was seconded by Paula Cartagena and carried unanimously.

PUBLIC COMMENTS

No public comments

ADJOURNMENT – 3:25 P.M.

Secretary

Chair

BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#2 - Information**

CATEGORY: **CELEBRATING SUCCESS**

Washington State Pharmacy Technician of the Year

BACKGROUND:

An enthusiastic congratulations to Pharmacy Technician Program Director **Amanda Stringham**. She was selected as the Washington State Pharmacy Association Pharmacy Technician of the Year. She will be awarded on Oct. 30 at the WSPA Awards Luncheon. Amanda was nominated by Confluence Health Pharmacy staff, Skillsource, and WVC coworkers.

Here is what The Washington State Pharmacy Association had to say about Amanda:

Amanda is the director of the Wenatchee Valley College Pharmacy Technician Program that launched in 2019. Many of Amanda's colleagues marveled at her determination and success as her first class of students started in January 2020. She didn't miss a beat as she pivoted to a (majority) virtual-based education model on top of successfully launching the program. She has had an outstanding pharmacy technician career and is highly involved with promoting the advancement of pharmacy technicians.

Amanda attended Western Washington University in 1997 and graduated with a Bachelor of Science in Chemistry. After working as a chemist for several years, she found inpatient pharmacy better fit her interests. She became a Nationally Certified Pharmacy Technician in 2002. In 2007, she assisted in converting the chemotherapy infusion center into a pharmacy-led program, where she continued to work as a chemo certified technician until 2019. After a year working with the advisory board for the pharmacy technician program at Wenatchee Valley College, she applied for and was selected as the instructor and coordinator.

Under the supervision of the director, Amanda has developed a robust, comprehensive four-quarter technician training program that prepares students to sit and pass the Pharmacy Technician Certification Exam.

BOARD MEETING: **October 20, 2021**
AGENDA ITEM: **#3 - Information**
CATEGORY: **CELEBRATING SUCCESS**
Mental Health Pilot Program

BACKGROUND:

WVC was selected to receive Mental Health Counseling and Services (MHCS) grant this year as part of the State Board for Community and Technical Colleges (SBCTC) grant pilot program.

WVC is one of four Washington colleges selected for the pilot program. The college will receive \$250,000 over the next two years to expand student access mental health counseling and services. The program is [part of a bill](#) passed by the Washington state Legislature during its 2021 session.

Through the pilot grant WVC will hire a full-time Faculty Counselor and half-time College Navigator. These positions will allow for an additional one or two days of counseling services on the WVC at Omak campus. The navigator will work to establish partnerships with community resources and support the counseling department with triaging and appointments.

“We understand that the need for mental health counseling for college students is more pressing than ever,” said Dr. Chio Flores, vice president of student services. “This grant will allow us to more effectively serve students who are struggling.”

BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#4 – Information**

CATEGORY: **INTRODUCTION OF NEW EMPLOYEES**

Introduction of New Omak Employees: Tod Treat, Vice President of Instruction

BACKGROUND:

Dr. Tod Treat will introduced new Omak Campus Employees.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#5 – Information**

CATEGORY: **SPECIAL REPORTS**

Mason Renslow, ASWVC Wenatchee President

BACKGROUND:

CURRENT MEMBERS:

President: Mason Renslow

Vice President: Ariana Villalobos

Treasurer: Katie Moore

Secretary: Stacey Menley

Director of Campus Activities: Alexis Morales

Director of Diversity: Kelvin Ramos

Director of Public Relations: Genesis Fermin-Hernandez

Director of Social & Civic Responsibility: Riley Lamb

Director of Health and Wellness: Eleno Mendez

EVENT UPDATES:

- ☞ Voter Registration went great, but not as great as we had hoped. It was suggested that virtual could have been better.
- ☞ The Dodgeball Tournament went great. There were about 50 students with 6 total teams.

UPCOMING EVENTS:

- ❖ Oct. 19th-26th Pumpkin Carving Contest
- ❖ Oct. 26th Intro to Rock Climbing Intramural
- ❖ Oct. 29th Halloween Event
- ❖ Nov. 1st Dia de los Muertos
- ❖ Nov. 9th Rock Climbing Intramural
- ❖ Nov. 17th Turkey Bowl Event Intramural

SENATE ACTIONS AND APPROVALS:

- ❖ Senate approves \$800 for the Pumpkin Carving Event.
- ❖ Senate approves to close the Student Recreation Center early on Nov. 1st at 4pm while leaving the mezzanine available for students for Dia de los Muertos.
- ❖ Senate approves \$5,000 for the Halloween event.
- ❖ Senate approves \$400 for the Dodgeball Tournament.
- ❖ Senate approves \$3,600 for all Intramural events for this Senate year.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#6 – Information**

CATEGORY: **SPECIAL REPORTS**

Monique Samuels, ASWVC Omak Vice President

BACKGROUND:

Current ASWVCO Cabinet: Vice President, Monique Samuels; Secretary, Abigail Steinshouer, Advisor Livia Millard

August 31st- We met with advisor Livia Millard and Program Assistant Shannon Statler to go over the function of student cabinet, student training and CUSP Student Leadership Conference.

September 8th through 9th- CUSP Leadership conference. Abigail Steinshouer was able to attend some of the Zoom conference.

September 22nd and 23rd- Abigail Steinshouer and advisor Livia Millard attended the student leadership training in Wenatchee that Erin Tofte conducted for senate officers.

September 24th- Student Cabinet had an Open House from 1-3 pm for new students. College swag, student handbooks, tours and pizza were offered. Also, student cabinet position applications were provided and a few students picked up applications. It was a successful event.

October 6th- We had our first student cabinet meeting. Discussion was around getting more students to complete cabinet applications, events such as a weekly Zoom hangout and a sponsoring a Financial Aid workshop.

October 26th- We plan to sponsor a FAFSA Workshop for students and local community members, organizations such as College Bound and FYRE.

Two clubs, Snow at Omak and the Red Road Association have held meetings so far this quarter. Student Cabinet is planning a Zoom Club Expo to get more involvement for clubs.

We are actively seeking student cabinet membership at this time since we have many positions open including ASWVCO president since our president resigned recently.

**Respectfully Submitted,
Monique Samuels
ASWVCO Vice President**

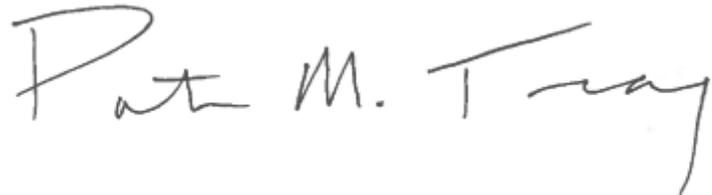
BOARD MEETING: **October 20, 2021**
AGENDA ITEM: **#7 – Information**
CATEGORY: **SPECIAL REPORTS**
Patrick Tracy, AHE President

BACKGROUND:



As with all areas of the college, the faculty are working through the challenges and uncertainties brought upon by COVID-19.

Sincerely,



BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#8 – Information**

CATEGORY: **SPECIAL REPORTS**

Michael Nelson, WPEA Chief Shop Steward

BACKGROUND:

WPEA Chief Shop Steward, Michael Nelson did not submit a written report.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#9 – Information**

CATEGORY: **SPECIAL REPORTS**

Omak Foundation Report: Livia Millard, Omak Foundation President

BACKGROUND:

- Beginning in August, the Wenatchee Valley College Omak Foundation Board began meeting in person at Magoo’s Restaurant. We also provide the option of our members to still meet via Zoom.
- We have new board member officers which are Livia Millard, Chairperson, Tara Miller, First Vice Chairperson and Evelyn Van Brunt, 2nd Vice Chairperson.
- Foundation emergency support of students - the board continued to assist financially stressed students due to COVID-19. Gas cards to help offset travel expenses is the most common support item. We continue to provide book funds through the David Lindeblad Memorial Book Fund. The amount went from \$50 per student to \$75.
- The financial investments for the Foundation have remained strong with good overall growth. The board is looking forward to opportunities for events for fundraising as C-19 restrictions continue to allow for such.
- We have discussed doing an online fund raiser in the future. Ideas are being deliberated.
- Scholarships – We will be sending out information on scholarships this next month for a total of \$10,000.
- Changing lives program – We will continue to honor past student’s success stories which can be seen on the website / updated.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM: **#10 – Information**

CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- Administrative Services staff continue to participate in statewide COVID meetings as well as weekly Business Affairs Commission (BAC) meetings.

Budget & Internal Auditing

- Budget staff have been working on the finalized 2021-2022 budget that will be presented at the October Board meeting.
- Budget staff are also preparing for the launch of the new budget software that is set to launch in January.

Fiscal Services

- Fiscal Services has had the opportunity to hire two new accountants over the summer which will address a number of staffing needs across fiscal services in response to the launch of ctclink.
- In response to the new positions, Fiscal Services is rebalancing workload among the staff and establishing standard operating procedures and trainings for all the new workflows associated with ctclink.

Facilities and Capital

- Mish ee twee- While a majority of the Mish ee twee project progressed without incident, the closeout of the project has not been easy. We have run into a number of barriers to project close out. We have experienced several supply chain issues that have resulted in project delays. We have also been presented with a carpenter's union strike as well as a couple COVID related delays. With that being said, the project will have missed its scheduled deadline by the time of the October Board meeting. Administrative Services and Facilities staff are closely monitoring the situation.
- Facilities staff have completed the selection process for the Omak Health Sciences project and have selected ALSC as our architectural consultants for the project. As for the Batjer replacement project, we have completed the first stage of the selection process and should have a final decision by the time of the October Board meeting.
- The facilities team has also had a preliminary meeting the RGU architecture on a proposal for replacing Sexton Hall in the next major capital selection process for the 2023-25 biennium.

- Minor Works- Facilities staff continue to work on a schedules for all the projects on the minor works list for the biennium.

Safety and Security

- SSEM staff have finalized their evaluation for a parking vendor for a new parking strategy on the Wenatchee campus. The project is currently being evaluated by the IT department for institutional compatibility. A funding proposal will be prepared for Budget Committee to evaluate and recommend to Cabinet.

Information Technology

- IT staff continue to work on preparing the Mish ee twie building for occupancy.
- Additionally, IT staff continue to work on operational improvements and contract evaluation throughout the college's IT infrastructure resulting in reduced costs and reduced data demand.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM **#11 – Information**

CATEGORY: **STAFF REPORTS**

Tod Treat, Vice President of Instruction

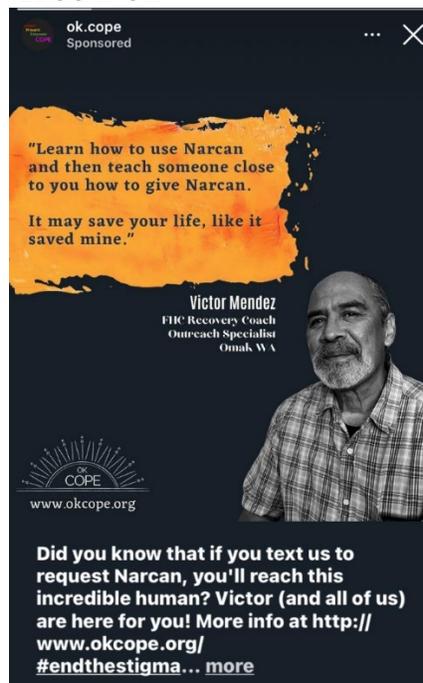
BACKGROUND:

Educational Achievement

WVC has submitted a letter of intent towards enacting an LPN to BSN bridge program to provide a progression opportunity for practicing LPNs to complete their BSN degree, while also serving the workforce needs of North Central Washington. The goal is to launch the LPN to BSN program out of the Omak campus for two reasons. First, launching the LPN to BSN program in Omak will help increase enrollment and sustainability of the Omak nursing programs. Secondly, the goal is to start with a smaller cohort with clinical facility and faculty support. When discussions of an LPN to BSN pathway first were brought to the faculty table in 2018, the Omak campus faculty were immediately passionate and interested in the program. The location in Omak is ideal as it is 113 miles away from the closest nursing college, Big Bend Community College, located in Moses Lake. This means there will be little to no impact enrolling 2 clinical groups to Big Bend as there will be no overlap with our shared facility, which is Confluence Health. Therefore, there are no other nursing programs of any type within 60 miles of the Omak campus.

Support for Learning

A WVC- Omak student was recently highlighted in social media in Okanogan County by OKANOGAN COMMUNITY OVERDOSE PREVENTION EDUCATION



Diversity and Cultural Enrichment

On Friday, October 8, Wenatchee Valley College’s American Indian Indigenous Studies (AIS) was highlighted as part of the Expanding WA American Indian and Indigenous Studies and Program webinar, hosted by the State Board of Community and Technical Colleges. Hosted by former WVC VPI Carli Schiffner and coordinated in part

by former Director for Tribal Relations Lynn Palmateer-Holder, President Richardson and faculty Dr. Kestrel Smith shared how WVC built a strong and sustained partnership with the Colville Confederated Tribes and established the AIIS program.

- Creation of a tenure-track AIIS faculty position to begin building AIIS classes at WVC was made possible by earlier collaboration of many people/entities
- Curriculum building and transferability are just pieces of a much larger, on-going process
- The first full AIIS program at a CTC in WA state (now in year four)
- A permanent Director of Tribal Relations and Special Initiatives position responsible for building and maintaining relationships with WVC, the Confederated Tribes of the Colville Reservation (CCT), and surrounding community
- Indigenous Language Courses essential to an AIIS program. At WVC, a formal MOA in collaboration with the CCT Language Program; who certify local instructors
- Workforce Development Programs include Tribal Gaming Operations Supervisor Certificate 18 credits and Early Childhood Education. A third Cohort of ECE Certification for tribal head start teachers (classes taught at the tribal center)
- High School 21 (HS21). WVC hired instructor to teach HS 21 at tribal government center (customizing remedial and academic programs)
- A full rotation of nine AIIS Courses (<https://www.wvc.edu/academics/AIIS/>)
- Quarterly WVC/CCT Advisory Council meetings
- Engagement with student body and community for feedback throughout development of courses
- Ongoing discussions with CCT Higher Education Liaison & Program

Responsiveness to Local Needs

Early in October, Dean Yuritzi Lozano hosted a Washington Roundtable bus tour stop to visit WVC's Career Connect programs. Professors Micky Jennings (Machining), Greg Jourdan (Environmental Systems and Refrigeration Technologies), and Zack Jacobson (Industrial Tech) shared how students learning in their programs, what job placements and work graduates typically gain, and typical wages. The contingent was very impressed with our facilities, our faculty, and our students' success! The video highlighting the tour can be found at <https://vimeo.com/625440517>

On September 2, Professors Derek Sheffield and Jack Johnson read poetry at Ski Hill Lodge in Leavenworth. Derek Sheffield's *Not for Luck* was winner of the Wheelbarrow Books poetry prize. Jack Johnson celebrated his newest book of poetry, *The Way We Came In*. Both faculty read poems about nature and family. Several others, including students and Holly Thorpe, also read poems. Many faculty and staff attended in support. WVC's Library, under the leadership of Director Jeannie Henkle has successfully instituted a One College, One Book (OCOB) program. OCOB is WVC Libraries'-sponsored "book club" that is open to all faculty and staff. We will all read the same book and come together (virtually) to discuss. Now more than ever, activities that bring us together and stimulate us mentally are necessary. The goal of OCOB is to strengthen relationships at WVC and to help us all foster new perspectives, empathy and understanding. In addition, many of you may find reading a good book is just the distraction and down time you need from a hectic year. This fall's book is *Daring Greatly* by Dr. Brene' Brown.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM **#12 – Information**

CATEGORY: **STAFF REPORTS**

Chio Flores, Vice President of Student Services

BACKGROUND:

This month the Student Service department that is being highlighted is Counseling Services. The tremendous trio (Bertha Sanchez, Ryan Poortinga and Lucero Martinez) do a fantastic job each day supporting student and employee needs!

The need for mental health and counseling across the nation has increased substantially. WVC counselors are experiencing this trend in regards to services being requested from students, staff and faculty. Local community agencies are also experiencing an increase in appointments, which means longer waits unless there is a crisis. Needless to say, Counseling staff have been very busy! Prior to the pandemic, Lucero was hired as a half-time Passport Navigator. Lucero has also been filling the role of triaging students who call the counseling line and has been able to serve students needing financial assistance, resources, academic help and general questions.

Recently, the counseling department was awarded a \$125,000 yearly Mental Health grant – Mental Health Counseling & Services Pilot Program (MHCSPP). This two-year grant will be used primarily to fund a temporary full-time non-tenure track counselor and increase Lucero’s appointment to full-time. The goal is to increase mental health services and resources to WVC students, with an additional day of counseling to the Omak campus. In addition, staff will work on establishing external partnerships and community resources.

Counselors are back on campus and serving students in person, via zoom, email and by phone. On the first day of classes counselors welcomed students, staff and faculty by the fountain and provided apple snacks donated by Crunch Pak. Contact was made with approximately 156 students!

In the first week of fall quarter, they served 45 students in person and presented to 7 classrooms via zoom.

The department also administers several emergency aid programs. From Fall 2020 to date, they have funded the following:

- **Knights Care Fund – Wenatchee (funds remaining \$25319.22)**
19 students for a total of \$9959.13
- **Knights Care Fund – Omak (funds remaining \$6060.00)**
27 students for a total of \$4120
- **BIELLA – (funds remaining \$17080.82)**
8 students for a total of \$4919.18

Knights Kupboard

Finally, in an effort to address food insecurity, Counseling has been providing curbside food pantry service out of Sexton Hall to students for the last year and half. The department is very appreciative of all WVC staff, faculty and community members for their continued food and monetary donations. Appointment only services will be offered fall quarter and curbside as needed.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM **#13 – Information**

CATEGORY: **STAFF REPORTS**

Jim Richardson, President

BACKGROUND:

- WVC’s Incident Command team continues to meet about issues surrounding COVID and the governor’s higher education mandates. The mandates for higher education include the requirement for all employees to be vaccinated and all students who come to campus for class or labs must be vaccinated. Students now need to be vaccinated and attest by November 1. Staff had to be vaccinated by October 18. Because of the spike in cases, we continue in a “high-flex” mode which includes face-to-face, hybrid, and remote classes. We are still encouraging students and staff to get the vaccine. The mask mandate also applies, where masks must be worn by everyone inside buildings.
- Mish ee twie has run into issues with a carpenters’ strike, fire rating issues, and product availability. We now expect to receive occupation permit by November. More than 130 people showed up for the ribbon-cutting and dedication ceremony and it went very well and was very moving for all who attended.
- I continue to attend the SBCTC’s weekly presidents’ updates on COVID, budgets, enrollment and state and national directives that we have held since the beginning of March, 2020. Our most recent meetings have been centered on the Governor’s mandates.
- The Foundation executive committee and full board have continued meeting and I have attended and updated them on the situation at the college. Rachel and I have (And continue to) presented about the college and the Foundation service clubs around the region.
- Omak foundation board meetings are now in person, and Livia Mallard is their president this year.
- WVC continues to deal with glitches in the CTCLink management software, but people are doing well with it generally. It does take more time to do many procedures in the new system, so can be frustrating at times, but the further along we get the better we are doing overall. We are using it for both student and staff attestations about vaccination status.
- Cabinet held a focused meeting on the PACE survey results and responses to them, many of which have begun to roll out. We met with the Pace Task Force to discuss progress and for clarification of some points.
- I have continued to meet with Erin Tofte and Reagan Bellamy to have conversations surrounding equity and inclusion at WVC. We are planning the next session with cabinet.
- Have met with Gina Graham, the new Director of Tribal Relations, and she has helped the naming process for the new building, including helping contact family and tribal leaders. She continues to work with the Tribes for educational needs and solutions. Through the SBCTC we were part of a presentation aimed at getting more community and technical colleges in the pipeline for the American Indian Indigenous Studies program at University of Washington. Our program headed by Dr. Kestrel Smith has 9 courses developed (and being offered) which transfer directly into the UW’s program. This program is the leader in the state.
- Have been meeting with the education subcommittee of Our Valley Strong during their fifth year refreshing and refocusing of the region’s strategic plan (Educated and Inspired People Action Team).

- We are offering campus meetings every Monday morning by zoom and also initiated office hours for all cabinet members. We have held our first “Coffee with Cabinet” listening session and had quite a few people show up to talk with us.
- I attended the North Central Workforce Development Board quarterly meeting where we approved partnership contracts and discussed the next steps in replacing the retiring executive director, Dave Peterson.
- Attended a part of the Foundation’s fall retreat in the theater on the Wenatchee Campus.
- WVC began the fall term with Launch Week activities including a key note presentation on becoming a true Hispanic Serving Institution by Dr. Gina Garcia, author of several good “guide books” on the same topic. She also held breakouts in the afternoon focusing on discussion about WVC’s next steps. The rest of the week was filled with workshops and trainings.

BOARD MEETING: **October 20, 2021**

AGENDA ITEM **#14 – Action**

CATEGORY: **ACTION**

2021-2022 Operating Budget: Brett Riley, Vice President of Administrative Services

BACKGROUND:

The WVC 2021-22 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 2021-22 operating budget as presented

Revenue Forecast:

101 Funds-

- Our state allocation is projected at **\$18,322,716** including provisos and program funding.

149 Funds-

- Tuition forecast is **\$5,772,153** for academic year 2021-22. This reflects a 2.8% increase in tuition rate and a 13% decrease in enrollment.

148 Funds-

- Fee revenue is projected to come in at **\$1,545,198**. This includes an addition of apprenticeship revenue. There were no fee increases proposed this year, therefore any changes will be due to enrollment decline.

146 Funds-

- Revenue from Running Start decreased significantly from the previous year. We are expecting FY21 Running Start revenue to come in at **\$5,397,918** reflecting a 15% decrease in enrollment.

Other-

- **\$120,000** in WVC Foundation sourced funds dedicated to specific endowed

Base Operating Revenue- \$31,157,985

***CARES Funding**

- **\$3,773,904**

Total

\$34,930,889

- WVC has anticipated 2021-22 base operating expenses of **\$30,908,837**
- In addition, we have taken into account an additional **\$383,893** in unbudgeted expenses associated with special allocations through the legislature.

Total Operating Expenses

- **\$31,364,730**

Net

(\$206,745)

Remaining COVID Funds

\$3,566,159

WENATCHEE VALLEY COLLEGE
BALANCE SHEET
FY2021 PRELIMINARY
June 2021

ASSETS	
CASH	
CASH ON DEPOSIT	9,719,103.00
DEPOSITS IN TRANSIT	
OTHER - CHANGE FUNDS	2,360.00
SAVINGS - US BANK	1,055,384.84
TOTAL CASH	10,776,847.84
INVESTMENTS	1,466,986.79
ACCOUNTS RECEIVABLE	
CURRENT RECEIVABLES	1,843,895.36
ALLOW UNCOLL REC	(31,923.29)
INTER/INTRA GOV REC	3,440,514.69
LONG-TERM RECEIVABLE	1,793,981.32
TOTAL ACCTS RECEIVABLES	7,046,468.08
INVENTORIES	
GEN LONG-TERM OBLIG	13,029,905.01
LAND	1,372,427.00
BUILDINGS	40,632,339.91
IMPR OTHER THAN BLDG	231,130.74
FURNISHINGS & EQUIP	961,626.63
LIBRARY	131,949.70
CONSTRUCTION IN PROGRESS	4,936,622.59
TOTAL ASSETS	80,586,304.29
	<u>(1,055,384.84)</u>
	<u>79,530,919.45</u>

US Bank savings that needs to be posted

LIABILITIES AND FUND BALANCE	
LIABILITIES	
CURRENT LIABILITIES	
PAYABLES	(3,359,637.87)
ACCRUED LIABILITIES	(9,645,319.79)
INTER/INTRA GOV PAY	(9,333.01)
CURR INSTAL&LEASEPAY	(609,000.00)
OTHER CURR LIAB	(4,462.56)
TOTAL CURRENT LIABILITIES	(13,627,752.23)
LONG TERM LIAB	
LT INSTALLLEASE PAY	(6,578,498.30)
OTHER LONG TERM LIAB	(3,180,339.33)
TOTAL LONG-TERM LIABILITIES	(9,758,837.63)
TOTAL LIABILITIES	(23,386,590.86)
FUND BALANCE	
REVENUES	(25,266,507.40)
CASH CUSTODY - TREAS	128,328.40
ENC.EXPEND/EXPENSES	22,343,646.47
TOTAL FUND - NON EQUITY	(2,794,532.53)
FUND EQUITY ACCOUNTS	
FUND BALANCE	(4,800,930.94)
OTHER	(48,548,865.12)
TOTAL FUND EQUITY ACCOUNTS	(53,349,796.06)
TOTAL FTE'S	
TOTAL FUND BALANCE	(56,144,328.59)
TOTAL LIABILITIES AND FUND BALANCE	(79,530,919.45)

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Local Government Investment Pool
Statement of Account for No: 30330
 Primary Account
 September 2021

FISCAL SERVICES
 WENATCHEE VALLEY COLLEGE
 1300 FIFTH STREET
 WENATCHEE, WA 98801-6801

Date	Description	Comment	Deposits	Withdrawals	Balance
09/01/2021	Beginning Balance				418,291.59
09/30/2021	Month End Balance				418,291.59
	September Earnings	Daily Factor Earnings	29.92		
	Net Ending Balance				418,321.51

Account Summary

Beginning Balance:	418,291.59	Gross Earnings:	31.96
Deposits:	0.00	Administrative Fee:	2.04
Withdrawals:	0.00	Net Earnings:	29.92
Month End Balance:	418,291.59		
Administrative Fee Rate:	0.0059 %	Net Ending Balance:	418,321.51
Gross Earnings Rate:	0.0930 %	Average Daily Balance:	418,291.59
Net Earnings Rate:	0.0870 %		



P.O. Box 15264
Wilmington, DE 19854

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

Account number: 0000 2420 2400

Your Full Analysis Business Checking
for September 1, 2021 to September 30, 2021
WENATCHEE VALLEY COLLEGE STATE AND FEDERAL FUNDS

Account summary

Beginning balance on September 1, 2021	\$34,134.32	# of deposits/credits: 0
Deposits and other credits	0.00	# of withdrawals/debits: 1
Withdrawals and other debits	-19.95	# of days in cycle: 30
Checks	-0.00	Average ledger balance: \$34,114.37
Service fees	-0.00	
Ending balance on September 30, 2021	\$34,114.37	



Statement of Account
PAGE 1 OF 24

Statement End Date **September 30, 2021**
 Statement Begin Date **September 1, 2021**
 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

*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	\$2,002,739.66
Interest Earned This Period	+0.00
Deposits and Credits	+4,049,890.57
Checks Paid	-500,622.06
ATM, Electronic and Debit Card Withdrawals	-2,013,188.06
Other Transactions	-566,511.07
Ending Balance	\$2,972,309.04

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

Date	Description	Amount
09-01	External Deposit WA ST BRI 0100210830TAS1100000 - VENDOR PAY 6741941	1,077,125.81
09-01	External Deposit KEY MERCHANT SVS 1-800-304-9856 - DEPOSIT 896170525886	6,285.66
09-01	External Deposit KEY MERCHANT SVS 1-800-304-9856 - DEPOSIT 896170520887	3,130.76
09-01	External Deposit KEY MERCHANT SVS 1-800-304-9856 - DEPOSIT 896170522883	408.10

We are updating all Business accounts to receive eStatements. Beginning with your October statement(s), we'll be converting all existing business deposit accounts to electronic Statements. Electronic statements are received more quickly, secure, available 24/7 and accessible via Online Banking. If needed, you may opt out of eStatements and request to receive paper statements by contacting your branch or our 24-hour Client Care Center at 1-800-324-9375. Thank you.

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.



Statement of Account
PAGE 1 OF 1

Statement End Date September 30, 2021
 Statement Begin Date September 1, 2021
 Account Number 3167045354

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

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



Do we have your correct contact information?
 Please take a few minutes to confirm your email address in online banking.
 Log in on your computer or tablet to
UPDATE YOUR PROFILE
 Not sure how to refresh your info? Call our 24-hour Client Care Center at 800-324-9375.

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 0.051%
 Interest Rate Effective 09/01/2021 0.050%
 Interest Earned/Accrued this Cycle \$0.22
 Number of Days in this Cycle 30
 Date Interest Posted 09-30-2021
 Year-to-Date Interest Paid \$1.96

Beginning Balance \$5,275.82
 Interest Earned This Period +0.22
 Deposits and Credits +0.00
 Checks Paid -0.00
 ATM, Electronic and Debit Card Withdrawals -0.00
 Other Transactions -0.00
 Ending Balance \$5,276.04

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

Interest Earned This Period		Amount
Date	Description	
09-30	Credit Interest	0.22
Total Interest Earned This Period		0.22

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.

WF 01/01/191



P.O. Box 1800
 Saint Paul, Minnesota 55101-9800
 3419 MN

Business Statement

Account Number
 2 535 5920 9783
 Statement Period
 Aug 25, 2021
 through
 Sep 24, 2021

Page 1 of 1

0000042701 SP 0530 000638957440579
 W1 NATCHEL VALLEY COLLEGE
 1300 5TH ST
 W1 NATCHEL WA 98801 1741



To Contact U.S. Bank

Commercial Customer Service 1-800-345-2249

U.S. Bank accepts Relay Calls

Internet usbank.com

INFORMATION YOU SHOULD KNOW

New Terms and Conditions will be effective for U.S. Bank business clients on November 1, 2021. You can view current and new Terms and Conditions at usbank.com/termsandconditions. Use access code "terms2021". If you are unable to access this information for any reason, please reach out to your U.S. Bank contact or Commercial Customer Service team for assistance.

BASIC BUSINESS SAVINGS

U.S. Bank National Association

Member FDIC

Account Number 2 535 5920 9783

Account Summary

	# Items	\$		
Beginning Balance on Aug 25		\$ 1,055,393.80	Annual Percentage Yield Earned	0.00499%
Other Deposits		4.48	Interest Earned this Period	\$ 4.48
Ending Balance on Sep 24, 2021	5	1,055,398.28	Interest Paid this Year	\$ 42.71
			Number of Days in Statement Period	31

Other Deposits

Date	Description of Transaction	Ref Number	\$	Amount
Sep 24	Interest Paid	2400041813	\$	4.48
Total Other Deposits			\$	4.48