



Board of Trustees

District No. 15

Meeting Notice

November 16, 2022

Wenatchee Valley College, Wenatchee Campus
1300 Fifth Street, Wenatchee, WA 98801

OUR MISSION

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

Wenatchee Valley College Board of Trustees

November 16, 2022

Work Session	11:00 am	Van Tassell - 510, Zoom https://wvc.zoom.us/j/81653813461
Regular Meeting	3:00 pm	Wenatchi Hall - 323, Zoom https://wvc.zoom.us/j/85485160089

WORK SESSION AGENDA

11:00 am **COMMUNICATIONS**

11:05 **REPORT FROM TRUSTEES**

- ACCT Leadership Congress – New York, October 26 - 29

11:20 **PRESIDENT’S REPORT**

- Financial Report (Brett Riley)
- Capital Update (Brett Riley)
- Enrollment (Ty Jones)
- Foundation Report (Rachel Evey)
- President’s Update (Dr. Jim Richardson)

12:00 pm **LUNCH**

12:40 **POLICY AND PROCEDURE REVIEW**

- Policy 710.500 Mobile Communication Devices (Libby Siebens) 2
- Procedure 1710.500 Mobile Communication Devices (Libby Siebens) 4

12:50 **BOARD MEETING AGENDA REVIEW**

1:00 **BOARD DEVELOPMENT**

- Building Employer Partnerships Through Program Advisory Committees (Tod Treat & Yuritzzi Lozano/Faculty)

2:00 pm **EXECUTIVE SESSION**

- Sabbatical Leave Requests

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include, to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complains or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation.

REGULAR MEETING AGENDA

CALL TO ORDER

LAND ACKNOWLEDGEMENT

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3. Patrick Tracy, AHE President
4. Wendy Glenn, WPEA Chief Shop Steward

STAFF REPORTS

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PUBLIC COMMENT

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

ADJOURNMENT

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

WORK SESSION

Supporting Documents

710.500 MOBILE COMMUNICATION DEVICES POLICY

Mobile computing ~~devices (smartphones, tablets, convertible laptops, and various other personal computing devices)~~ are standard equipment in today's computing environments. ~~Their size, portability, affordability, power, ever-increasing functionality are making the devices desirable in replacing traditional desktop devices.~~ However, the portability offered by these devices increases the risk that information stored or transmitted from them will be exposed. Wenatchee Valley College allows personal mobile devices to be used for business purposes as long as those devices adhere to the guidelines as stated below.

Purpose

The purpose of this policy is to establish best practices, procedures and protocols for the safe, secure and responsible use of mobile devices on ~~Wenatchee Valley College~~~~VC-college~~ networks. This policy is necessary to preserve the integrity, availability and confidentiality of Wenatchee Valley College data and its associated communications networks. [This policy addresses privacy, records retention, and stewardship of confidential state information by enhancing security and establishing employee responsibility and accountability in the use of mobile devices to access, transmit college data [\(see Mobile Communications Devices Procedure for details\)](#).]LS1]

General

All communications records, documents, data, photos, etc. used to conduct college business and made via personally owned devices, are subject to records retention requirements and public disclosure requests. The owner of a personal device may be required to surrender their device, including personal and business related information, if it falls within scope of a Freedom of Information Act request (FOIA) or other types of litigation holds.

Scope

This policy applies to all mobile devices that connect to any Wenatchee Valley college data networks and related services to conduct legitimate business activities.

3A Scope: College Owned – This policy applies to all staff, faculty and students who operate a ~~Wenatchee Valley College college~~-owned mobile device that communicates with Wenatchee Valley College data networks, ~~or~~ downloads, ~~and~~ stores data from Wenatchee Valley College data storage systems and services.

3B Scope: Personally Owned – This Policy applies to Wenatchee Valley College staff, faculty, students and 3rd parties who utilize personal devices that hold/transmit ~~Wenatchee Valley College WVC~~ data ~~(email, personal file sharing apps and associated data)~~.

Exemptions - There are no exemptions to this policy unless for valid business reasons.

- Exemptions Approvals Requirements
 - Exemption approvals require authorization by President, Vice President, Deans, or department designees
 - Exemptions are documented, reviewed at least annually for validity and relevancy

Enforcement

~~Staff members found in policy violation (see Mobile Communications Devices Procedure for details) | [LS2] may be subject to blacklisting of their personal devices, loss of computing privileges, disciplinary action up to and including termination.~~

Staff members found in violation of the policy may have their devices blocked from accessing college data and networks, loss of, restricted computing privileges or other disciplinary action deemed appropriate up to including termination.

Distribution

This policy is to be distributed and readily accessible to all ~~WVC Wenatchee Valley College~~ employees, ~~students and~~ contractors, ~~volunteers, etc. using WVC information resources, and made easily accessible for review~~

References

<https://apps.leg.wa.gov/rcw/default.aspx?cite=42.56>

<https://ocio.wa.gov/policy/mobile-device-usage>

Policy Version History

Version	Date	Description	Approved By
1.0	6/19/2019	Initial Policy Drafted	
<u>1.1</u>	<u>7/25/2022</u>	<u>Policy Draft Reviewed</u>	

1710.500 MOBILE COMMUNICATIONS DEVICES PROCEDURE

GENERAL

Wenatchee Valley College mobile communications devices, and associated telecommunications contracts, services, are managed by the Technology Department.

Mobile devices owned by Wenatchee Valley College or personally owned that access Wenatchee Valley College data networks, systems, applications, services or data repositories hosted by College systems or hosted in College managed cloud services, 3rd party cloud service providers are governed by this policy. Applications, including cloud storage software/services used by staff on their own personal devices are also subject to this policy. Mobile Devices purchased by Wenatchee Valley College will be automatically registered with Technology Department College mobile device enrollment services. Personal mobile devices that require access to college data and networks must abide by these requirements as well.

The following general procedures and protocols apply to the use of all mobile devices:

All mobile devices must be protected with a password, PIN code, biometric method (facial recognition, fingerprint) at all times, required at the time the device is enrolled into WVC mobile Device enrollment services.

Mobile device passwords/pin codes must meet the requirements outlined in the Wenatchee Valley College Access Control and Password Policy.

All college data stored on mobile devices shall be encrypted

All mobile devices will utilize the most secure wireless encrypting standards, security and access protocols shall be used with all wireless network connections

All mobile device users shall refrain from using public or unsecured network connections to transmit/receive college data. All mobile devices used to connect to college networks shall be registered with the appropriate MDM role approved by the Wenatchee Valley College Technology Department

All mobile computing devices that access WVC networks shall have active and up-to-date anti-malware and firewall protection installed

All mobile devices shall have locations services enabled. All lost, stolen, destroyed or compromised mobile devices or mobile devices that have been identified as threats to WVC college networks or data will lose access to college data and networks.

Temporary loss – device must be remediated and meet device health baselines

Permanent loss – employee separation, risk management assessment, other circumstances

Wenatchee Valley College Technology Department reserves the right to terminate access to any device without prior notification to the device owner.

All mobile devices and applications shall be kept up-to-date

Operating system and application patches shall be installed within 30 days of release

Mobile devices shall have active and up-to-date anti-malware/virus protection software installed

USER DEVICE RESPONSIBILITIES

The following procedures and requirements shall be followed by all users of mobile devices:

Wenatchee Valley College employees shall immediately report any lost, stolen, destroyed or compromised device in any way or form to the Wenatchee Valley College IT Helpdesk

Email the IT helpdesk at helpdesk@wvc.edu or call 509-682-6550

Unauthorized access to a college owned or personal mobile device or unauthorized access to college data must be immediately reported to WVC IT Helpdesk

Personal mobile devices shall not be “rooted, jail broken” or have software/firmware installed that could pose a risk to college data stored on the device.

Staff shall not load illegal content, pirated software onto any mobile device accessing college networks or data.

Only Wenatchee Valley College IT approved applications are allowed on college owned mobile devices.

College provided/approved applications will be updated on a regular basis per WVC IT policies & standards.

Device security health baselines will be enforced on all devices

Staff shall use WVC approved data sharing systems or services when sending or receiving WVC data

Staff are responsible for ensuring all important files stored on the mobile devices are backed up on a regular basis

Staff shall not modify or attempt configurations without express written authorization from WVC Technology IT Staff.

ADMINISTRATIVE RESPONSIBILITIES

The Wenatchee Valley College Technology Department staff or their designee shall ensure:

Mobile Device Management services and Wenatchee Valley College IT Staff shall ensure employee/student personal data remains secure at all times

Wenatchee Valley College IT reserves the right to block personal devices that are determined to pose a threat to college networks, services and data pending remediation by the device owner or that violate WVC IT Mobile Device requirements.

Wenatchee Valley College IT reserves the right to permanently block a personal device if remediation efforts by the owner are not satisfactory, timely or IT staff determine the device continues to pose a security threat to college networks and data.

Mobile Device Management (MDM/EMM), Enterprise Mobility software will be used to enforce common security standards and configurations on devices such as:

- Auto-lock with pin or passcode enforcement

- Pin and passcode complexity enforcement

- Remote wipe enabled to lock or wipe a lost or stolen device

- Full wipe of college owned devices upon employee separation

- Partial wipe on personal devices (college data is only wiped ie. Email data would be wiped)

- Enforce use of secure communications protocols
- Ensure college owned apps are maintained up to date
- Application isolation
- Geofencing
- Device health and security baselines

Specific configuration settings shall be defined for malware protection software to ensure that that this software is not alterable by users of mobile and/or employee-owned devices.

Annual security training is provided to users of mobile devices. The content and form of that training shall be decided by Wenatchee Valley College or their designee. Periodic security reminders will be used to reinforce mobile device security procedures and other best practices.

Mobile Device Management software is used to manage risk, limit security issues, and reduce costs and business risks related to mobile devices. The software shall include the ability to inventory, monitor (e.g. application installations), issue alerts (e.g. disabled passwords, categorize system software (operating systems, rooted devices), and issue various reports (e.g. installed applications, carriers).

Mobile Device Management software shall include the ability to distribute applications, data, and global configuration settings against groups and categories of devices.

Wenatchee Valley College Technology staff shall perform yearly reviews at a minimum and updates of security standards and procedures used with mobile computing devices.

Establish procedures, workflows, MOU, to manage and document requests for exemptions and deviations from these procedures.

Mobile Device Management software shall terminate device access when an employee separates and perform a data wipe of the device/s.

Wenatchee Valley College Technology Department shall implement technical processes and measures to strictly limit and control access to sensitive data moving to and from mobile computing devices.

Audit Controls and Management

Documented procedures and evidence of practices shall be available upon request for this procedure and accessible as part of WVC Technology Policies and Procedures publication locations. Satisfactory examples of evidence and compliance include:

- Documented quarterly spot user checks for compliance with mobile device computing policies
- Readily available processes and procedures for staff use of mobile devices (published)
- Configuration and support guidelines and procedures for mobile devices (published)
- Communication and device logs of attached units showing appropriate management, compliance and monitoring protocols are in place
- Anecdotal and archival communications showing regular implementation of the policy

Procedure Version History

Version	Date	Description	Approved By
1.0	6/25/2019	Initial Procedure Drafted	
1.1	7/27/2022	Review Draft	

REGULAR MEETING

Supporting Documents

APPROVAL OF MINUTES

District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Regular Board Meeting

October 19, 2022 – 3:00 P.M.

Omak Campus
Hazel Allen Burnett - 401

MINUTES

ATTENDANCE

Trustees Present:

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

Also Present:

Cabinet Members
Faculty Members
Students

CALL TO ORDER: 3:00 P.M.

AMENDMENT OF AGENDA

Paula Arno Martinez moved to amend the agenda to add an action item: Naming of the art wing in the Music and Arts Center. The motion was seconded by Phylcia Hancock Lewis and carried unanimously.

MOTION NO 2409

APPROVAL OF MINUTES

September 21, 2022, Regular Board Meeting Minutes

Wilma Cartagena moved that the minutes of September 21, 2022, Regular Board Meeting be approved. The motion was seconded by Paula Arno Martinez and carried unanimously.

MOTION NO. 2410

CELEBRATING SUCCESS

Student/Community Partnerships: WVC at Omak host “Doctrine of Recovery” film Screening

The Associated Students of Wenatchee Valley College at Omak (ASWVCO) Red Road Association presented “Doctrine of Recovery” at the Omak Theater on Thursday, Oct. 13 with a discussion panel that will follow the film screening. The ASWVCO Red Road Association cosponsored this event in collaboration with The Methow Interpretive Center, Aboriginal Outfitters, FYRE, and Room One. Programs like this are a testament to what can be accomplished when there is a combination of engaged student clubs, great campus life leadership, supportive community partners, and a nationally recognized American Indian and Indigenous Studies (AIIS) Program.

SPECIAL REPORTS

Abigail Steinshouer, ASWVC Omak President

Abigail provided an overview of ASWVCO events happening on the Omak Campus.

Arturo Mayo Lopez, ASWVC Wenatchee President

Arturo provided an overview of the ASWVC events happening on the Wenatchee Campus.

Wendy Glenn, Chief Steward WPEA

Wendy Glenn was not present to provide a verbal report.

Patrick Tracy, AHE President

Patrick Tracy was not present to provide a verbal report.

Belinda Brown Raub, Omak Foundation

Belinda shared projects the foundation is working on, they are pushing the gas cards to alleviate the financial burden of high gas prices. She invited the trustees to donate to the foundation.

STAFF REPORTS

Brett Riley, Vice President of Administrative Services

Brett Riley shared that Maria Agnew, Safety, Security & Emergency Manager is coordinating a NARCAN training that will be offered in Omak via Zoom.

Dr. Tod Treat, Vice President of Instruction

Dr. Treat did not add to his written report.

Dr. Chio Flores, Vice President of Student Services

Dr. Flores did not add to her written report.

Dr. Jim Richardson, President

Dr. Richardson did not add to his written report.

ACTION

DEI Strategic Plan Adoption: Dr. Richardson, President & Erin Tofte, Associate Dean of Campus Life, Equity & Inclusion

The DEI Strategic plan was first presented on September 21, 2022, and discussed in detail during the work session.

Wilma Cartagena moved that the DEI Strategic Plan be adopted and approved as a live document with edits discussed during the work session. The motion was seconded by Paula Arno Martinez and carried unanimously.

MOTION NO. 2410

Adoption of WAC 132W-125-010 Statement Policy: Reagan Bellamy, Executive Director of Human Resources

A public hearing was held on September 21, 2022, at 3:30 in room 2310 of Wenatchi Hall.

Steve Zimmerman moved that the WAC 132W-125-010 Statement Policy be approved. The motion was seconded by Phylicia Hancock Lewis and carried unanimously.

MOTION NO. 2411

Naming of the art wing in the Music and Arts Center (MAC)

Robert Graves, artist, taught hundreds of students during his 32-year tenure at Wenatchee Valley College. Robert Graves had a vision of creating a public art gallery in the Wenatchee area and in 1976 with support from the College he founded Gallery '76 in Sexton Hall. In 2007 Gallery '76 was re-named the Robert Graves Gallery. In his honor and dedication to WVC, the art wing in the Music and Arts Center will be named after Robert Graves.

Steve Zimmerman moved to name the art wing in the Music and Arts Center in honor of Robert Graves. The motion was seconded by Phylicia Hancock Lewis and carried unanimously.

MOTION NO. 2412

PUBLIC COMMENTS

No public comments

ADJOURNMENT – 3:16 P.M.

Secretary

Chair

District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES
Special Board Meeting
November 7, 2022 – 9:00 A.M.
Wenatchi Hall 2310/Zoom

MINUTES

ATTENDANCE

Trustees Present via Zoom:

Tamra Jackson, Chair
Steve Zimmerman, Vice Chair
Wilma Cartagena
Paula Arno Martinez
Phylcia Hancock Lewis

CALL TO ORDER: 9:37 A.M.

EXECUTIVE SESSION

The board of trustees entered into an executive session for 30 minutes.

ACTION

Presidential Search

WVC began the presidential search process in January after Dr. Richardson announced his intention to retire. After conducting a national search, 46 applicants and four finalists, Wenatchee Valley College Board of Trustees would like to recommend the hiring of Dr. Faimous Harrison as the next president. Dr. Harrison would be WVC's 13th president since it opened in 1939.

Steve Zimmerman moved to approve Dr. Faimous Harrison as the 13th president of WVC. The motion was seconded by Paula Arno Martinez. The roll call vote went as followed:

Steve Zimmerman – Aye
Paula Arno Martinez – Aye
Wilma Cartagena – Aye
Phylcia Hancock Lewis – Aye
Tamra Jackson - Aye

MOTION NO. 2413

ADJOURNMENT – 10:10 A.M.

Secretary

Chair

CELEBRATING SUCCESS

Dan Stephens 30 Years of Service as Phi Theta Kappa Advisor



“We at Phi Theta Kappa owe a tremendous debt of gratitude to our chapter advisors whose dedicated service is responsible for the success of our local chapters. Advisors are truly the lifeblood of our organization, and we are delighted to recognize them for their years of service. On your campus, we are proud to honor Daniel Stephens for 30 years of service as advisor to the Eta Rho Chapter.”

Congratulations to Dan Stephens for his commitment to Wenatchee Valley College.

College and Career Expo

The North Central Washington Educational Services District Expos in Okanogan and Chelan/Douglas Counties were an incredible success.

The WVC Wenatchee campus hosted the Chelan/Douglas event in Mish ee twee providing extraordinary exposure for our facilities and programs. Roughly 1500 students had the opportunity to learn about careers, meet employers and discover WVC programs! Over 120 vendors, employers, and organizations were represented including fun events around the Fountain with emergency response providers.



Bob Greiner and the Automotive program in prime real estate.



Area employers, like CrunchPak, provided career information and opportunities...and snacks.

The NCW College and Career Expo was a successful event. The planning and coordination that went into the event was demonstrated through the engagement of faculty and staff. WVC was able to showcase our new building, bring students, high schools, and partners back to campus.

– Yuritzi Lozano, Dean

It was great to see the collaborations between the WVC programs and the businesses that relate to them. I believe it really helped students understand where their degrees can help them land!

– Lindsey Morrow, Assistant to the Dean.

This event was planned in less than six weeks. We had over 14 Faculty members participate along with over a dozen other WVC employees representing student support services and clubs on campus. Without their contribution, this expo wouldn't have been what it was. Students were able to talk about the programs at WVC and then chat with potential employers who hire students out of that program. The combination of programs paired off with corresponding industry was awesome priceless! It was super awesome hosting in the MET, for industry and potential students got to see our shiny new facilities.

- Jenni Jourdan, Workforce Navigator



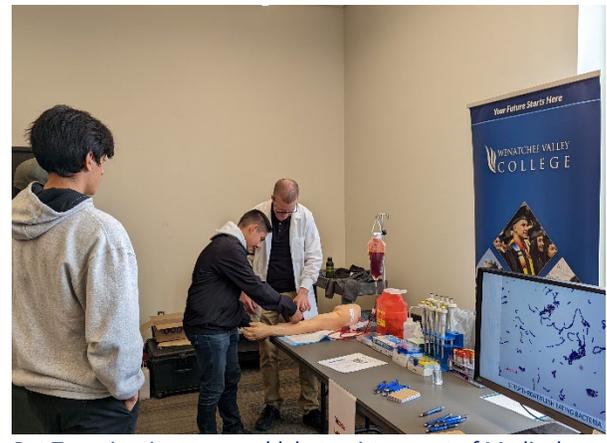
I spoke with several high school teachers and administrators who were surprised and thrilled at how engaged their students were with the exhibits and exhibitors.

- Riva Morgan, Associate Dean

Foreground: Lindsey Morrow, Dean Yuritzi Lozano, and Jenni Jourdan (not shown) spearheaded WVC's efforts. Background: Zack Jacobson and his Industrial Tech students are sharing their program.



Amanda Stringham teaches about pharmacy technician careers.



Pat Tracy inspires a new phlebotomist as part of Medical Laboratory Technician careers.

Thank you to participating faculty: Arius Elvikius, Michael Lesky, Greg Jourdan, Bob Greiner, Tom Doherty, Zack Jacobson, Patrick Tracy, Amanda Stringham, Andrea Morell, Hilary Martinez, Jeff Bullock, Francisco Sarmiento, Amy Snively-Martinez

At Omak, in the Agri-Plex, another 800+ students participated. Nursing students at Omak share details of their program.



SPECIAL REPORTS

Arturo Mayo Lopez

ASWVC President

President: Arturo Mayo Lopez

Treasurer: Ryder Munly

Director of Campus Activities: Katherine Barragan

Director of Public Relations: Bryan Moreno Prado

Director of Health and Wellness: Nicolas Gonzales

Student Ambassador: Caleb Abbruzzi

Student Ambassador: Aidan Sweeney

Vice President: Ally Aspen

Secretary: Betsy Gomez

Director of Diversity: Miranda Rivera

Director of Social and Civic Responsibility: Brittany Trammel

Student Ambassador: Kaylee Darlington

Student Ambassador: Ryan Bilben

Student Ambassador: Luis Mendez

UPDATES:

- Our Senate team meets every Tuesday at 7:00 am
- Hiring committee hired one secretary and three new student ambassadors so our team is now up to 14 members.

EVENT UPDATES:

- Fun Run: October 22nd – around 25 participants
- Intramural- Dodgeball October 18 – 76 participants
- Fright Knight - Oct. 28th – Close to 160 attendees
- Día de los Muertos- Nov. 2nd – 40+ attendees

UPCOMING EVENTS:

- Nov. 15th Turkey Bowl – Flag Football Intramural event
- Dec. 9th Holiday event – Ginger break making contest, movie and snow globe making.

SENATE ACTIONS AND APPROVALS:

- Senate approved \$5000 for the MESA program
- Three senate members volunteer for tabling at the Disability awareness event
- Senate approved \$8500 for the ASACC Conference in Atlanta GA
- Senate approved \$1500 to cover food costs for Queer Formal event.
- Senate approved \$2500 for Bailadores Club.
- Senate approved \$9000 for the Fright Knight event
- Senate approved \$50 for the Mascot Event at Town Toyota Center
- Senate approved \$1500 for senate jackets
- Senate approved \$500 for senate T-shirts

Abby Steinshouer

ASWVCO President

November and December Events:

- We had the Knight Fright Fun Run on October 22nd. We had low turnout.
- We had a FAFSA night at WVCO on October 27th and had a lot of people come to it, we were able to help everyone who came!
- We had a Halloween-themed Grab and Go bag and had every bag gone!
- We are having our Veterans day event with a commemoration space for veterans and students loved ones who were veterans from the 7th to 10th of November, On the 10th we are having a lunch for anyone who wants to come.
- We have about 20 book covers and their blurbs of Tribal member books up in Hazel Burnett Hall for Native American Heritage month, they will be up from the 1st until 30th.
- We are having a grab and go for the re-opening of the WVCO pantry where students can sign up from the 14th to 18th and then get the bags from the 21st to 22nd. On the 22nd the Pantry will be open and anyone who needs items will be able to get them.
- We will have a event called Soup and Sips on December 5th, 6th, and 7th which will entail us having different beverages and soups

Motions:

- We approved spending \$300 on more office supplies on October 12th.
- We approved spending \$50 on Fun Run expenses on October 12th.
- We approved spending \$162.50 on Movie tickets for a grab and go on October 12th.
- We approved spending \$200 on PAC event tickets on October 26th.
- We approved spending \$300 for the commemoration and Veterans Day event on October 26th.
- We approved spending \$60 on a suggestion box for our student lounge on on October 26th.
- We approved spending \$1,050 on our WVCO Pantry re-opening Grab and Go on November 2nd.
- We discussed and approved putting \$15,000 out of our contingency fund to a Diversity, Equity, and Inclusion Budget on November 2nd.

Other:

- The David Lindeblad memorial art will hopefully be finished by the end of November.

Respectfully Submitted,
Abigail Steinshouer
ASWVCO Student Body President

STAFF REPORTS

Brett Riley

Vice President of Administrative Services

Administrative Services

- Administrative Services attended the Northwest Commission on Colleges and Universities (NWCCU) annual meeting, November 2-4 in Seattle, WA.
- Administrative Services, Budget, Fiscal Services, and Information Technology staff have been collaborating on new budget and financial dashboard for use by budget managers and other campus stakeholders.
- Administrative Services participated in the Policies, Regulations, and Financial Review (PRFR) for NWCCU, completing two peer reviews in the fall 2022 cycle.

Budget & Internal Auditing

- Budget- Budget staff have completed a preliminary 2023-24 budget. This budget will serve as a baseline for area plan considerations and will be subject to adjustments based on legislative actions going forward.
- Budget and IT staff have completed their preliminary Process, Improvement, Review Counseling (PIRC) review. Initial findings of the payroll will be discussed at a future Cabinet meeting.

Fiscal Services

- Fiscal Services has contracted with Clifton Larson Allen (CLA) to provide financial statement preparation services for the college. CLA has previously provided services in this capacity.

Facilities and Capital

- Mish ee twee remains in warranty period with the prime contractor, Lydig. Lydig remains on campus attending to minor issues that persist on the project.
- Omak Health Sciences Center- ALSC, the project architects will be on the Wenatchee campus the week of November 7th to review nursing simulation labs and an in-person construction meeting. We have met with Omak Foundation concerning funding support for the planned land acquisition. The College expects the Omak Foundation to vote on the issue at the November board meeting.
- CWETI/Batjer Replacement- Predesign on the project continues with ongoing meetings with campus stakeholders. Recent meetings with the PUD and City of Wenatchee resulting in keeping the powerlines on Ninth Street, however the City and PUD remain open to raising the powerlines.

Minor Works

- Minor projects are either awaiting executed contracts or beginning work. Minor projects included:
 - Facilities Staff are currently reviewing minor works projects and alignment with available funding. We anticipate reallocating funds to new and existing projects on both the Omak and Wenatchee campuses.

Safety and Security

- SSEM staff are facilitating a NARCAN/naloxone training and awareness session on November 8th.
- SSEM staff continue to build out training opportunities and preparations for an all hazards training exercise and table top that will take place at the end of the academic year.

Information Technology

- IT staff are working with facilities and SSEM staff to improve access control technology for the district.
- IT staff continue to coordinate ctcLink enhancements for the college. WVC has been well represented in a statewide consortium.

Dr. Tod Treat
Vice President of Instruction

Dr. Treat will provide a verbal report.

Dr. Chio Flores,
Vice President of Student Services

The two Student Services departments featured this month are Counseling & Support Services and TRIO/Student Support Services.

Counseling & Support Services (CSS)

CSS is now the umbrella for Counseling, Career Services and Student Access departments for both Wenatchee and Omak campuses.

Counseling:

Last week the SBCTC confirmed that the two-year Mental Health grant (\$125,000 per year) WVC received in 2021 has now been extended/awarded until June of 2025. This is exciting news as this grant funds a third counselor and a half-time Navigator for the department.

The first two weeks of the quarter were very busy with advising, answering general questions, emergency funds requests and personal counseling appointments for new and returning students. As of today's date, **158** students have been served through direct appointments; **5** classrooms presentations; **110** students were welcomed on the first day of classes; **15** students through the Fall Showcase.

Community Connections:

The counseling department has invited several agencies in the community to come and provide information about the services and opportunities they offer every Wednesday in Van Tassell. The department will have a rotating roster of agencies such as SAGE, Skillsource, Community Action Council, Planned Parenthood, Catholic Charities, and more. SAGE, The Center for Alcohol and Drugs Treatment and Community Action Council have committed to coming once a month for the remainder of the school year.

Emergency Funds:

The Counseling department continues to manage the Knights Care Fund, Knights Care Fund-Omak, Biella and DREAMers. Thanks to the Foundation, \$9000 has been secured this year for undocumented students.

Knights Kuponboard:

The food pantry is open Thursdays from 12-3pm and located in Van Tassell. Since the first week of the quarter, **165** students have accessed the food bank! A big thanks to all WVC staff, faculty and community members for their continued food and monetary donations.

Omak: The counseling team is continuing to collaborate with Omak student senate for the Food Pantry. Six grocery gift cards are available and 5 bags of food have been sent up to Omak.

Student Access Services:

Since August, **27** disability accommodation applications have been received. The Student Access Testing Center proctored exams for **8** students with disabilities since the beginning of the Fall quarter. On October 26th, Student Access Services held a Disability Awareness Month panel and tabling event. **56** WVC students, staff and community members attended the event in-person and virtually to learn more about the experiences of individuals with disabilities and how the community can serve them.

TRIO/SSS



TRIO SSS team representing their alma mater.
(L-R,) Dania Contreras, Eastern Washington University,
Sandra Villarreal, Washington State University, Jenna
Floyd, University of Washington

Sandra Villarreal, TRIO SSS Director Mrs. Villarreal has been with WVC since October 2019, and TRIO SSS since January 2021. She is currently serving as the East Representative for (WSTA) Washington State TRIO Association and is on the planning committee for the WSTA Civic Leadership Conference in 2023.

Jenna Floyd, TRIO SSS Retention Specialist Mrs. Floyd has been with TRIO SSS since April 2020. In fall, she received professional development funds from WVC to earn a certification in Appreciative Advising from Florida Atlantic University. As a part the PD funds, Jenna will present to colleagues in the winter quarter.

Dania Contreras, TRIO SSS Program Assistant Ms. Contreras has been with TRIO SSS since November 2021. She is currently taking classes virtually and will graduate with her BA from Eastern Washington University in winter 2023. Ms. Contreras is an advocate for TRIO students.

Program Overview:

TRIO Student Support Services is a federally-funded college access program. The goal is to provide 140 WVC students with guidance and support services. Services are targeted to increase the retention, graduation, and transfer rates of first-generation, low-income students and/ or students with documented disabilities. The grant is on the third year of a five-year cycle, 2020-2025. At the end of August 2022, TRIO SSS served 68 WVC students.

Academic Outcomes:

TRIO SSS Scholars finished 2022 academic year strong. 41% of TRIO scholars ended spring quarter with a 3.5 GPA or higher. The average GPA among all students for spring quarter was 3.15. Five scholars earned a 4.0 GPA. Currently, the average cumulative GPA for TRIO SSS students is 3.07.

Annual Performance Report:

TRIO SSS is funded to serve 140 WVC students. The program ended the 2021-2022 grant year with 68 participants, serving 53% of the funded number. However, participant outcomes were consistent and reflective of services.

The goal for Persistence is 80%. Last year 90% of WVC TRIO SSS students persisted in classes.

The goal for "Good Academic Standing" is 85%. Last year, 92% WVC TRIO students ended the school year in good academic standing. The goal rate for students transferring to a 4-year school is 35%: Last year, 51% of WVC TRIO students attained an associates' degree or certificate and transferred to a 4-year institution. As of October 2022, TRIO SSS is serving 50 WVC students and is on target to meet grant numbers this year.

WVC LAUNCH WEEK 2022

TRIO SSS Retention Specialist, Jenna Floyd created and facilitated a presentation addressing the topic of, "Hidden Curriculum," to WVC Faculty and staff during Launch week. Twenty-seven participants attended and the discussion centered around identifying the barriers students encounter in the classroom, and how we can "illuminate" or "eliminate" them and increase understanding and student success. WVC faculty and staff are all here to support our students and this presentation provided a great space to work together.

Fall 2022 Services and Events:

TRIO students have to participate in at least two TRIO SSS Events/ activities every quarter. They can attend a combination of scholar meetings, academic workshops or transfer visits. TRIO scholar meetings are scheduled for the first Tuesday of each month at 2:00PM We use #TRIO Tuesdays for consistency. The concept for these meetings is to create a space where students can meet with other scholars, engage in discussions and check in with staff.

TRIO workshops are scheduled for the third Wednesday of the month #WorkshopWednesdays for consistency. The content of the workshops cover topics that are relevant and interesting to students, often at students' request. Some examples: September- Active study skills; October- Transfer 101; November- Scholarships: the way to pay for college. In December, students will work on scholarship application completion.

Transfer Visit to Eastern Washington University

TRIO SSS participants had the opportunity to visit the EWU campus in Cheney, WA. 10 TRIO students participated in EWU Preview day and learned about the admission requirements, the transfer process and the importance of the scholarship application. Students met with college advisors and representatives from various EWU programs and had a chance to participate in a campus tour. Transfer visits help students experience the college environment in person, and make college decisions.

Campus Wide Event: College TRANSFER 101

TRIO SSS hosts a campus wide event OPEN to all WVC students each quarter as part of outreach efforts. This year, it was part of National Transfer Week in October. Participants learned about the college transfer timeline, the application process and were provided with a comparison worksheet to compare and organize college selections. The information is relevant to first- and second-year students as they can prepare ahead of time for the upcoming year. Twenty eight WVC students registered for the in person event, 16 attended. Mrs. Floyd recorded a summary of the presentation and made it available on the website, so it is accessible to all students.

College Transfer Mentor Program

TRIO SSS scholars will be matched with a current college student at one of the state universities. Retention Specialist, Jenna Floyd reached out to education partners at University of Washington, Washington State University, Central Washington, Eastern Washington University and recruited 9 college students to serve as Transfer mentors for current WVC students. This program is crucial to help build connections and receive guidance as our WVC students navigate through the transfer process. They will be able to ask questions and receive relevant advice from a current college student.

Winter Financial Literacy Series:

TRIO SSS has partnered with People's Bank to provide a financial literacy series for TRIO SSS students covering topics such as: Opening a savings/checking account, Budgeting, Understanding your credit score, investments and practical money advice. This helps meet the TRIO grant objective of helping students understand finances. Target: 40 students, with five (5) workshops planned for every other Thursday in winter quarter.

Dr. Jim Richardson
President

President Richardson will provide a verbal report.