



BOARD OF TRUSTEES MEETING
September 8, 2021
3:00 P.M. – WTI 2310/Zoom

Register in advance to attend the Zoom webinar:

The Board of Trustees will be meeting in-person following all health and safety protocols. Due to limited space capacity, the meeting will also be live streamed. The meeting can be viewed by registering in advance at: https://wvc.zoom.us/webinar/register/WN\_B-iloYiaR4S1Mccte0NpyA

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.

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)

BOARD MEETING: **September 8, 2021**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

**Board Minutes of June 16, 2021 and August 18, 2021**

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BACKGROUND:

Attached are the minutes from the June 16, 2021 regular board meeting and the August 18, 2021 special board meeting for approval.

RECOMMENDATION:

That the minutes from the June 16, 2021 regular board meeting and the August 18, 2021 special board meeting be approved.



District No. 15  
Wenatchee, Washington

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## WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

### Regular Board Meeting

June 16, 2021 – 3:00 P.M.

Campus Theater/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. May 19, 2021, Board Meeting Minutes

MOTION NO. 2362

Steve moved that the minutes of the May 19, 2021 board of trustees meeting minutes be approved. The motion was seconded by Paula Arno Martinez and carried unanimously.

#### CELEBRATING SUCCESS

##### 2. President's Medal Award

The President's Medal is awarded to honor a graduating student who has excelled in academic work and has been actively involved in student leadership.

Each year at commencement, the President's Medal is awarded to two exemplary graduates; one from the Wenatchee campus and one from the Omak campus. Characteristics of past President's Medal recipients have included academic excellence, high self-motivation, resiliency and inspirational.

This year's winner for the Wenatchee campus can be described as tenacious, proficient, and attentive, with a strong work ethic. As a model Business/Economics student, going back to school after working in the health industry for many years, was not without considerable reflection and self-evaluation.

A person who loves learning and helping others, this student also strives to be a strong role model for their children, women and people who struggle with mental illness. While at WVC, they have acquired the accounting and technical skills needed to run a consulting business, adding to the success of others in the community.

I am pleased to congratulate Michelle Evans, Wenatchee's President Medal recipient.

The President's Medal recipient in Omak worked hard to reach personal and academic goals and did so with a positive attitude. Described as an outstanding servant leader and role model, the student has served on the student senate for the last three years.

As this year's ASWVC Omak President, they have engaged students in creative ways and passionately supported sustainability and anti-racism efforts. While taking a heavy course load, completing the Chemical Dependency program and a transfer degree, this student also volunteered at the homeless shelter, securing donations from local organizations for students and community members.

At WVC, with the encouragement from professors and staff and the experience gained as a senate leader, the student plans to pursue a degree in social work at Central Washington University.

It is my pleasure to congratulate, Belinda Raub Brown, Omak's President Medal Award recipient.

Many President's Medal winners have gone on to great achievements, have enhanced their communities, even become professors here at WVC. I am excited for what the future holds for this year's winners, Michelle and Belinda.

### 3. Year-End Awards

LINDA SCHULTZ HERZOG FACULTY OF THE YEAR AWARD - Nominations are solicited from students and faculty for the Linda Schultz Herzog Faculty of the Year Award. A selection committee narrows the nomination list to three finalists. The entire faculty is then invited to vote on the finalists. The selection committee uses the returned ballots and other provided information to make a selection. If this selection is unanimous, then the selection is final. If the selection is not unanimous, the President selects among the finalists. The award of \$1,500 is presented at the end-of-year celebration, and the faculty member is honored at the graduation ceremony. This year's Linda Schultz Herzog faculty of the year award was presented to Dave Burns.

WVC PART-TIME FACULTY AWARD – started in 2018 – two are selected – one from each campus. Nominations are solicited from full-time and part-time faculty, students and staff for the WVC Part-Time Faculty Award. A selection committee selects a finalist for both the Wenatchee and Omak campuses. The award of \$500 is presented at the end-of-year celebration. This year's WVC Part-Time Faculty of the Year Award goes to David Hampton and Joan Qazi from Wenatchee and Cindy Kraske and Loretta Stover from Omak.

ALCOA EXCELLENCE IN TEACHING AWARD – Faculty members are invited to submit proposals that will support an instructor or team in the development of a project that significantly increases student learning effectiveness. All proposals are submitted to the professional development committee who makes the final selection. This year the \$1,500 Alcoa Excellence in Teaching Award was given to the Accelerated Pre-College English with Support Project; Janna Goodyear, Rochelle Riling and Lynne Kottmeier.

ALCOA CLASSIFIED STAFF AWARD – Nominations for the Alcoa Classified Staff Award are solicited from the campus community. A selection committee then narrows the nomination list down to five and the classified staff has the opportunity to vote. The top three vote recipients are presented to the president for selection. This year the award of \$1,000 was presented to Aimee Pope.

EXEMPT STAFF OF THE YEAR AWARD - Nominations are solicited from all WVC employees for the Exempt Staff of the Year Award. A selection committee then narrows the nomination list down to three. This list is given to the president for a final selection. A \$1,000 award is provided by the Foundation and this year the recipient is Chad Evans.

ANNA PIERATT SPIRIT OF WVC AWARD – The Anna Pieratt Spirit of Wenatchee Valley College Award was established in 2001 to honor individuals or groups who have demonstrated the spirit (positive attitude, enthusiasm, caring and extra effort) exemplified by Anna when she served as executive assistant to the president from 1977 to 1992. Anna was quite involved in activities and events to improve both internal and external relations. It was her contact with the Schultz family that led to major donations from the Schultz family to the college in the form of scholarships and funding the Faculty of the Year Award. This year’s winner of the Anna Pieratt Spirit of WVC Award is Wenatchee Valley College Employees.

## SPECIAL REPORTS

4. **Emilio (Sebas) Garcia, ASWVC Wenatchee President**  
Emilio Garcia was not present to provide a verbal report.
5. **Belinda Brown Raub, ASWVC Omak President**  
Belinda Brown Raub did not add to her written report.
6. **Patrick Tracy, AHE President**  
Patrick Tracy was not present to provide a verbal report.
7. **Mike Nelson, WPEA Chief Shop Steward**  
Mike Nelson was not present to give a verbal report.

## STAFF REPORTS

8. **Brett Riley, Vice President of Administrative Services**  
Brett Riley did not add to his written report.
9. **Dr. Tod Treat, Vice President of Instruction**  
Dr. Treat acknowledge the work of the deans in designing Dean’s Day. It was an outstanding event where over 70 faculty participated. PACE was a topic of discussion and how faculty can improve. Acknowledge the great work instruction is doing around equity and the success rate of Native American and Latinx students. Dean’s day also included faculty in-person, outdoor celebrations on both campuses.  
  
The union sent out a survey about what faculty learned during COVID, over 37 faculty have participated and provided a lot of knowledge.
10. **Dr. Chio Flores, Vice President of Student Services**  
The code of conduct policies are being reviewed by different groups and providing feedback. Policies will be presented to the board in September.
11. **Dr. Jim Richardson, President**  
President Dr. Richardson acknowledge the long year and the different struggles the college has faced, including ctcLink and the pandemic. He 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

12. **2021-2022 ASWVC Budget: Chio Flores, Vice President of Student Services**  
The proposed 2021-2022 ASWVC Budget was reviewed at the board work session.

MOTION NO. 2363

Steve Zimmerman moved that the 2021-2022 ASWVC Budget be approved as presented. The motion was seconded by Tamra Jackson and carried unanimously.

*(Exhibit A)*

**13. 2021-2022 ASWVCO Budget: Chio Flores, Vice President of Student Services**

The proposed 2021-2022 ASWVCO Budget was reviewed at the board work session.

MOTION NO. 2364

Steve Zimmerman moved that the 2021-2022 ASWVCO Budget be approved as presented. The motion was seconded by Tamra Jackson and carried unanimously.

*(Exhibit B)*

**14. Rescind Policy 700.210 World Wide Web Privacy and Amend Policy 700.250 World Wide Web: Libby Siebens, Executive Director of Public Relations**

Proposal to rescind Policy 700.210 World Wide Web Privacy and amend 700.250 World Wide Web (renamed to Website Use and Privacy) was discussed in detail during the board work session.

MOTION NO. 2365

Paula Arno Martinez moved to rescind Policy 700.210 World Wide Web Privacy and amend Policy 700.250 World Wide Web. The motion was seconded by Tamra Jackson and carried unanimously.

*(Exhibit C)*

**15. Continued Spending Authority: Brett Riley, Vice President of Administrative Services**

The 2020-2021 budget expires on June 30, 2021, the board is being asked for temporary spending authority to allow essential college services to continue until legislature adopts an operating budget.

MOTION NO. 2366

Tamara Jackson moved that the board grant authority to continue spending until the adoption of a new budget. The motion was seconded by Steve Zimmerman and carried unanimously.

**16. Core Theme Indicators: Ty Jones, Director of Institutional Effectiveness**

The core theme indicators will measure the mission fulfillment, institutional planning and accreditation reporting. The core theme indicators were reviewed and discussed in detail during the board work session.

MOTION NO. 2367

Paula Arno Martinez moved to approve the core theme indicators as presented. The motion was seconded by Tamra Jackson and carried unanimously.

**17. Wenatchee Valley College Mission Statement: Jim Richardson, President**

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 transfer, liberal arts, professional/technical, basic skills and continuing education for students of diverse ethnic and economic backgrounds.

MOTION NO. 2368

Tamra Jackson moved to approve the Wenatchee Valley College Mission Statement as presented. The motion was seconded by Paula Arno Martinez and carried unanimously.

**PUBLIC COMMENTS**

No public comments

**ADJOURNMENT – 3:39 P.M.**

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Secretary

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Chair



District No. 15  
Wenatchee, Washington

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**WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES**

**Special Board Meeting**

August 18, 2021 – 1:00 P.M.

WTI 2310/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 (via Zoom)  
Staff Members (via Zoom)

**CALL TO ORDER: 1:00 P.M.**

Phyllis Gleasman, Board Chair, amended the agenda to include action item #2: Building naming Mish ee twie in honor of Gloria L. Atkins.

**ACTION**

**1. New Policy 000.280 COVID-19 Vaccinated Campus: Reagan Bellamy, Executive Director of HR**

Pursuant to Proclamation 20-12.3 issued by the Governor on July 1, 2021, Wenatchee Valley College will operate as a fully vaccinated college during the period of time the proclamation remains in effect.

MOTION NO. 2369

Paula Arno Martinez moved to approve Policy 000.280 COVID-19 Vaccinated Campus. The motion was seconded by Steve Zimmerman and carried unanimously.

*(Exhibit A)*

**2. Building Naming: Mish ee twie in honor of Gloria L. Atkins**

The building name is in honor of higher education advocate, respected tribal elder and Wenatchi Advisory Board founding member Mish ee twie (Gloria L. Atkins).

MOTION NO. 2370

Tamara Jackson moved that the new building be named Mish ee twie in honor of Gloria L. Atkins. The motion was seconded by Steve Zimmerman and carried unanimously.

**PUBLIC COMMENTS**

Mike Nelson, WPEA Shop Steward expressed concern of being a vaccinated campus and New Policy 000.280 COVID-19 Vaccinated Campus. Mr. Nelson stated that people are dying from receiving the vaccine and people who are vaccinated are still getting infected with COVID and transmitting the virus. He also stated that the vaccine mandates creates discrimination under the civil rights laws because it creates different set of rules for different groups of people.

**ADJOURNMENT – 1:25 P.M.**

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Secretary

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Chair

BOARD MEETING: **September 8, 2021**

AGENDA ITEM: **#2 - Information**

CATEGORY: **CELEBRATING SUCCESS**

**RLS Production Summer Concert Series: Rachel Evey, Foundation Executive Director**

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**BACKGROUND:**

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 Cooprider 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."

BOARD MEETING: **September 8, 2021**

AGENDA ITEM: **#3 – Information**

CATEGORY: **SPECIAL REPORTS**

**Patrick Tracy, AHE President**

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BACKGROUND:

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

BOARD MEETING: **September 8, 2021**

AGENDA ITEM: **#4 – Information**

CATEGORY: **SPECIAL REPORTS**

**Michael Nelson, WPEA Chief Shop Steward**

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BACKGROUND:

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

BOARD MEETING: **September 8, 2021**

AGENDA ITEM: **#5 – Information**

CATEGORY: **STAFF REPORTS**

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

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BACKGROUND:

### **Administrative Services**

- Administrative Services staff continue to participate in statewide COVID meetings as well as weekly Business Affairs Commission (BAC) meetings.
- Admin. Services has been working with the Attorney General’s office finalizing a lease agreement with Chelan County to house the regional Emergency Operations Center (EOC) on the campus of WVC for the next 20-25 years.

### **Budget & Internal Auditing**

- Budget staff presented the latest 2021-22 budget at the Board retreat in August. Budget staff are waiting for final enrollment numbers to formally approve the budget 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**

- Since the June board meeting, there has been a number of significant activities in Fiscal Services. Janice Fredson retired at the end of June, just prior to closing season. Despite the loss of Ms. Fredson, Fiscal Services under the leadership of Beth Hayes, has stepped up and navigated through their first year-end close in ctcLink. The final step for fiscal year end occurs on Monday 8/30/2021, a full five weeks later than closing in the legacy “HP” system. We look forward to sharing that experience at the next board meeting.
- Fiscal Services will be adding two new accounting staff in September. We look forward to their addition and the added support for the Fiscal Services team as a whole.

### **Facilities and Capital**

- Wells Hall/Mish ee twie- The Mish ee twie building is slated to be turned over to WVC on September 10<sup>th</sup>. So far, everything remains on schedule. College staff participated in a punch list walk-through the building on August 18<sup>th</sup>. COVID remains an inconvenience for contractors, however, the project remains on schedule. Our IT staff continue to work through the technology plan and will be well into September.
- Selection for the architectural consultants is currently underway for both the Batjer replacement project and the Omak Health Sciences building. We will give a brief status update at the September board meeting.

- Minor Works- Facilities staff have started to establish schedules for all the projects on the minor works list for the biennium.

### **Safety and Security**

- SSEM staff are evaluating parking vendors for a new parking strategy on the Wenatchee Campus.
- SSEM staff continue to collaborate with the Chelan Health District and Chelan Emergency Management on the regional COVID response.

### **Information Technology**

- IT staff have been working throughout the summer preparing the Mish ee twie building for fall opening, creating 20+ smart (Zoom ready) classroom and an additional 50 smart classrooms in both Omak and Wenatchee.
- IT staff have also been very busy working with Fiscal Services and other departments with ctLink related activities. In particular, IT staff have been creating tools and resources to be successful with year-end closing.
- Additionally, IT staff have been working on a number of improvements and annual upgrades with the college's IT infrastructure. (single sign on, one drive, Signal Vine etc.).

BOARD MEETING: **September 8, 2021**

AGENDA ITEM **#6 – Information**

CATEGORY: **STAFF REPORTS**

**Tod Treat, Vice President of Instruction**

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BACKGROUND:

### **Educational Achievement**

Guided Pathways. Last year, under the leadership of Professor Janna Goodyear and Dean Andrew Hersh Tudor, the Guided Pathways Steering Committee process innovation funding is bearing great fruit. These projects include:

- Develop and Pilot a Peer Mentor and Intrusive Advising Model for Mathematics, Christa Cacciata
- Guided Pathways Best Practices for BEdA: A Plan for WVC’s Transitional Studies Department, Julie Fitch
- Accelerated Pre-College English with Support, Rochelle Riling, Janna Goodyear, and Lynn Kottmeier
- WVC Natural Resource program articulation plan & agreement, Mike Lesky
- Sustainability Guided Pathway, Joan Qazi and Derek Sheffield
- Increasing Access and Clarity for Students Pursuing a Business Transfer Degree, Angie Redmon
- BAS-Teaching New Student Orientation, Maria Rose-McCully
- Removing Financial Barriers for Pre-College Math Students & Creating a Common Calendar for Pre-College Math Sequence, Angie Redmon and Angie Russell
- Pre-Nursing Advising Canvas Course, Angie Russell and Rhonda Yenney
- STEM degree planning tool development, Dr. Karina Vega-Villa
- Serving our comunidad, promoting educación, Dr. Karina Vega-Villa and Amy Snively-Martinez

Throughout the year, the Instruction Update will highlight results for these projects on an individual basis.

Assesstivus and Area Plans. In July, the Assessment Coordinators (Jennifer Hadersberger, Randy Mitchell, Hart Johnson, and Lisa Foster) facilitated and led a cooperative event for departments and program to work collaboratively on their Area Plans and program assessment, referred to as Assesstivus. Faculty worked on their plans for the year, which focuses on assessment of program learning outcomes, and submitted Area Plans on September 1 in order to ensure the most recent possible data for review by the NWCCU Evaluators when they visit in October.

NWCCU Ad Hoc Report. Along with the Assessment Coordinators, Dean Andrew Tudor, Ty Jones, and Holly Thorpe did a wonderful job of crafting the Ad Hoc Report which was submitted on September 1.

### **Support for Learning**

Amanda Stringham, Pharmacy Tech Coordinator, was selected as the WSPA (Washington State Pharmacy Association) Pharmacy Technician of the Year! She will be awarded on October 30th at the WSPA Awards Luncheon at the Annual Meeting in Cle Elum, WA.

## Diversity and Cultural Enrichment

Amy Snively-Martinez and Karina Vega-Villa have generated initial results of their Guided Pathways funded project, *Serving our comunidad, promoting educación*. The project is engaging in an intentional effort to become Hispanic serving in addition to Hispanic enrolling by conducting surveys in the Latinx communities that live and work in our service district.

Ten bilingual and bicultural research assistants or promotores de educacion worked in pairs in each community. Participants were purposefully chosen to include those who self-identify as Latinx and to include all age groups and genders. The survey was administered in one of three manners 1) census blocks were identified within the communities listed in Table 1 that had 50% or more households having at least 1 Latinx/Hispanic householder, households were then randomly chosen with each census block; 2) through partnering with Latinx businesses from each community that were willing to have research assistants actively administer the survey to customers during business hours; 3) identification of events targeted to Latinx community members.

This initial inquiry is showing that many of our Latinx community do not know about WVC programs 56% of respondents have heard of WVC but don't know what we offer, 12.5% have taken classes at WVC, 8.9% graduated from WVC, and 22.6% have not heard of the college.

As the project continues, the team will train the promotores de educacion to share basic information about financial aid, areas of study, transfer information, and other topics identified to provide outreach in a multi-lingual, multi-generational way.

### Responsiveness to Local Needs

Professor Christa Cacciata has been partnering Elizabeth McGregor and other faculty at Wenatchee Schools to

- remove content that is traditionally taught in Pre-Calculus so students have more time to master the fundamentals of Algebra
- align their Algebra 1 and 2 content with WVC's precollege math courses
- identify focus standards and ensure that they are covered in one or both courses
- create a common calendar for Algebra 1 and 2 that nails down scope, sequence, and pace and also allows sufficient review time at the beginning of the year to address gaps in students learning that resulted from COVID
- get the department to agree to and create a common final exam for Algebra 1 that is well balanced and comprehensive

### Continuous Improvement

SBCTC approved the expansion of the Drafting Certificate. This expansion creates a more robust drafting program that is more aligned with industry needs. The 45-credit certificate will be available to students as early as this Fall. Congratulations to Dean Yuritzi Lozano and Professor Arius Elvikis.

WVC TS continues to climb among fellow CTCs in MSG Attainment: For the 5<sup>th</sup> straight year, and despite a significant decrease in MSG, WVC TS once again improves its standing among the 50 Washington State BEdA programs, sitting at 26 out of 50 at the close of PY2021.

MSG Comparison	2016-17	2017-18	2018-19	2019-20	2020-21
WVC TS Department	21%	35%	34%	32%	15%
MSGs and standing	48 out of 51	44 out of 51	43 out of 50	35 out of 50	26 out of 50

## **Sustainability**

Nursing ADN Accreditation Renewal. In Spring, WVC's Nursing Associate Degree in Nursing (ADN) program received word from the Accreditation Commission for Education in Nursing (ACEN) that they received full eight-year approval to continue preparing associate degree trained nurses to provide top rate patient care. Congratulations to Director Jenny Capelo, our wonderful nursing faculty and staff, and our nursing students who will benefit.

Renewal of Contract for Nespelem HS+ Program. WVC successfully renegotiated the contract renewal with the Confederated Tribes of the Colville Reservation to continue offering the HS+ program at the Nespelem location, a rural underserved area, and our Nespelem instructor continues to seek out diverse educational experiences and materials that honor our indigenous students' histories, needs, and unique gifts and experiences. The Nespelem program averages approximately 15 students each quarter, 100% of whom are from underserved populations, including ethnically diverse, rural, low-income, and justice-involved students

BOARD MEETING: **September 8, 2021**

AGENDA ITEM **#7 – Information**

CATEGORY: **STAFF REPORTS**

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

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BACKGROUND:

*Wenatchee Valley College's (WVC) Financial Aid Office is this month's featured department for Student Services. Below you will find information relating to current happenings, anticipated changes, and an introduction to the amazing team that makes all this possible!*

➤ **CARES Act and Higher Education Emergency Relief Fund**

The Coronavirus Aid, Relief, and Economic Security Act or, CARES Act, was passed by Congress on March 27th, 2020. This bill allotted approximately \$14 billion to assist colleges and universities in helping students and to assist institutions administration and operational costs under the Higher Education Emergency Relief Fund (HEERF). From the HEERF funds, the Department of Education allocated approximately \$5,983,434.00 to directly assist WVC students. The financial aid office was charged with determining student eligibility for the funds. Funds have been used to help students, with costs from paying tuition to housing to childcare. To date, the financial aid office has awarded over \$2,223,000.00 to WVC students. This includes both the Wenatchee and Omak campus. The remaining funds will be used to assist students in the upcoming year 21-22.

Here is the break down for each allocation:

Cares I: Allocated \$1,250,000.00. All funds were disbursed to students by May 2021.

Cares II: Allocated \$1,233,434.00 of which \$973,173.00 has been expended.

Cares III: Allocated \$3,500,000.00.

➤ **ctcLink**

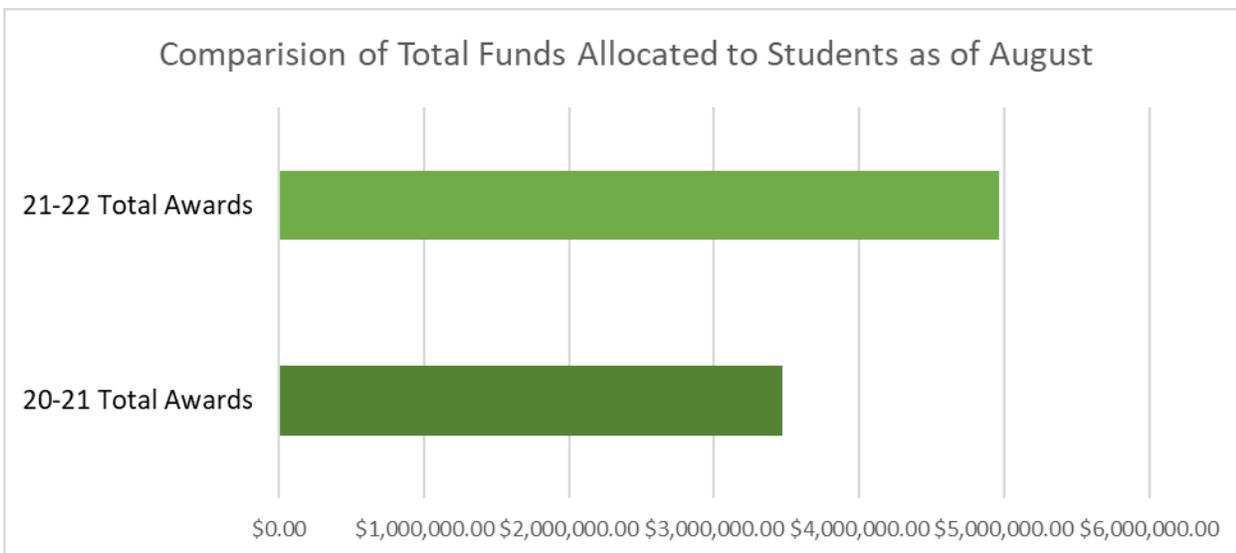
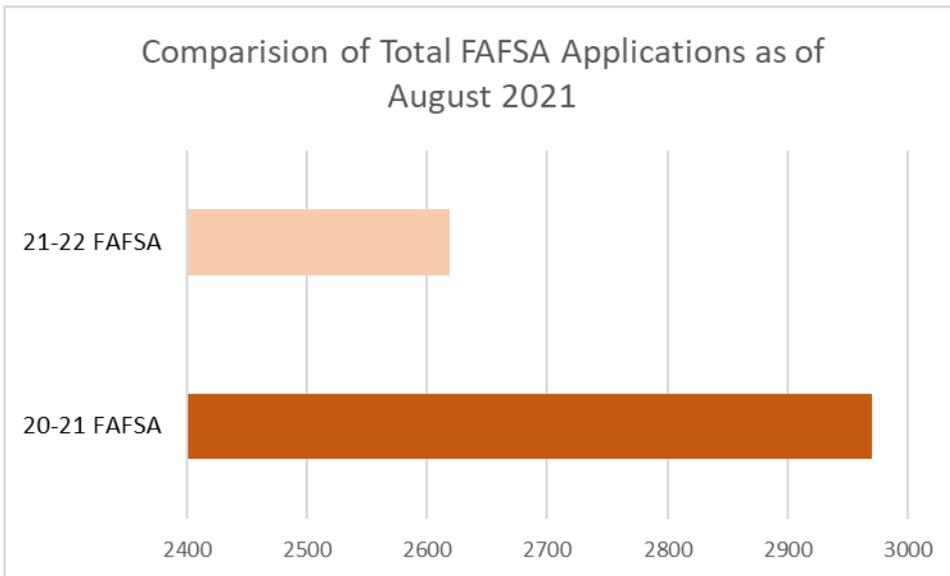
As we go into the 21-22 year and transitioning financial aid processes fully into ctcLink, we do face some challenges.

First, processing in the new system is taking longer. This is somewhat due to staff still learning the new system, but there are other factors outside of our control. One, is that the PeopleSoft system requires more data element entries in various screens than the prior system. The old system consolidated most of the required entries into just a few tabs. Secondly, extracting data out of the PeopleSoft system is still being developed. It is not as quick to run queries to gather needed data. In addition, SBCTC has not allowed as many staff to develop and write queries as was the case in the old Legacy system. Now, schools must go through several steps and other individuals before a simple query can be approved and developed. The good news is that developed queries are shared by all colleges, whereas in the past individual colleges developed their own and sharing was a minimal. Thirdly, initial setup by the SBCTC for Wenatchee was done incorrectly or changed from what expectations were. It has taken considerable staff time to figure out why certain processes are not running as expected.

We are hopeful as all of the community colleges in the state transition to CTCLink, that processes can be streamlined and as a large college system, Washington CTC's will be able to influence enhancements by Oracle to help WVC and other colleges to be more efficient.

➤ **Statics on Funding Students for the 21-22 Year**

Currently WVC has received 2,619 financial aid applications (Free Application for Federal Student Aid -FAFSA) and Washington Application for State Financial Aid (WASFA). In comparison to the 20-21 year at this time we had received 2,970, approximately 13% more. To date we have allocated \$4,963,613.00 to students for the upcoming year. This time last year, we had allocated \$3,467,000.00. Even though we have fewer applications for this upcoming year, we have been able to allocate more funds. Mainly this is because the Washington College Grant was funded by the state as an entitlement grant with no limitations for the 21-22 year. Before that the Washington College Grant was a limited funded grant with each college receiving a specific dollar allocation. Also, there have been overall increases to the dollar amount a student can receive for Pell Grant and Washington College Grant, two main grant programs.



➤ **Upcoming Financial Aid News:**

▪ **FAFSA simplification**

There has been considerable discussion about the simplification of the FAFSA form and reducing financial aid office's requirement of verifying data entered on the FAFSA. The Department of Education recently committed to simplifying the process to apply for financial aid. They are working on reducing the number of questions on the FAFSA from 108 to 36. The FAFSA simplification is expected to be in place for the 2022-2023 year. In addition, the federal Pell grant eligibility will be simplified and will allow students and parents to know sooner if they qualify for the grant. Eligibility will be based on the student's family size and adjusted gross income and compared to federal poverty guidelines. This change is expected to increase the number of Pell-eligible students nationwide by more than 500,000 annually.

Additionally, the following groups of students can newly qualify for a Pell Grant in 2023-24:

- Incarcerated students participating in prison education programs, who haven't been allowed to qualify for Pell Grant since 1994
- Students who have a drug-related conviction in their past
- Students who couldn't complete their studies because their school closed, or they qualified for student loan cancellation due to a borrower defense to repayment claim

▪ **Lifetime Federal Direct Subsidized Loan Limits Eliminated**

Federal direct subsidized loans are available to undergraduate students with financial need. The government pays the interest on subsidized loans during certain periods, such as when a student is in school, is in the post-graduation grace period or qualifies for deferment.

Currently, throughout a student's lifetime, they can only receive subsidized loans for 150% of the length of their education program, as determined by the college. So, if the student attends a four-year program, they can only receive direct subsidized loans for six years in total. The federal appropriations bill eliminates this limit so that a student can get subsidized loans for as long as it takes to complete the education program.

▪ **Waiving Verification Requirements**

Also, in some cases institutions may waive verification requirements of any selected applicant for whom verification is not yet completed, e.g., if documents have been collected or requested, but verification has not been completed, or if an institution has not started the verification process. This will help to speed up the process and review of student's applications. To date the financial aid office has waived verification for over 500 students.

**The Financial Aid Team:**

Currently, the team is made up of some pretty outstanding individuals who have been dedicated to WVC for many years, with most of them spent in the financial aid office.

**Kevin Berg** Financial Aid Director. 18 years at Wenatchee Valley College, 30 years in Higher Education. All in financial aid.

**Chery Fritz** Associate Financial Aid Director. Her specialty is in systems and technology. 17 years at Wenatchee Valley College. Prior to Wenatchee, Cheryl had worked at Skagit Valley Community College and the Information Services office at the SBCTC.

**Fran Moser** Program Specialist II. Fran has been at the WVC financial aid office the longest at over 21 years. Fran works with several of our state programs such as Washington College Grant and State Work-Study program.

**Jocelyn Vincent** Program Specialist II Omak. Jocelyn assists our students and veterans at the Omak campus. She started at Wenatchee Valley College as a work-study student. She has been with the college for 19 years.

**Tony Rosales** Program Specialist II. Tony specializes in the WVC scholarship program which includes working with off campus donors. Prior to coming to the financial aid office Tony worked in the WVC Cashier office and before that worked in the banking industry. Tony has been in the financial aid office for 5 years and at Wenatchee for 10 years.

**Luis Martinez** Program Specialist II Luis is our newest member coming for WSU financial aid office. Luis has been at Wenatchee for 9 months with a total of 9 years in higher education.

**Laura Murphy** Program Specialist II/ Veteran coordinator. Laura is our veteran's coordinator and certifying official for the federal department of veteran affairs. Prior to coming to WVC she worked at the state auditor's office. Laura has been at WVC for 16 years, all in financial aid and veterans.

**Angie Jaquish** Program Specialist II. Student loan programs and student appeals. Angie has been with the college for 22 years and in the financial aid office for 15 years.

BOARD MEETING: **September 8, 2021**

AGENDA ITEM **#8 – Information**

CATEGORY: **STAFF REPORTS**

**Jim Richardson, President**

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**BACKGROUND:**

- WVC’s Incident Command team continues to meet about issues surrounding COVID and the governor’s higher education reopening plan and how it effects students and staff. The Governor has come out with new mandates for higher education for fall, including the requirement for all employees to be vaccinated and all students who come to campus for class or labs must be vaccinated. The philosophical exemption has gone away for both students and employees. Students need to be vaccinated by the start of classes and staff 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 encouraging students and staff to get the vaccine and continue to offer vaccination clinics on both campuses.
- The Mish ee Twie building project continues and good progress is being made and generally the project remains on budget and close to the timeline. We expect to receive occupation permit by September 10 in time for the naming and grand opening on September 14.
- 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 on reopening campuses and vaccines and the Governor’s new mandates. Dave Stoller, AAG for Education in the state has been attending the meetings since the new mandates have come out to help colleges through the processes, including exemptions for religious and medical reasons.
- The Foundation executive committee and full board have continued meeting through Zoom and I have attended and updated them on the situation at the college. Cabinet members and I attended to orientation for new foundation board members to discuss the college and areas overseen.
- Have attended Omak foundation board meetings by Zoom. They are now meeting in person again.
- WVC continues to deal with glitches in the ctLink 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.
- Cabinet held a focused meeting on the PACE survey results and responses to them, many of which will roll out beginning this fall.
- 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. We also agreed to focus the fall President’s Day on becoming a better HSI.
- I attended the WACTC retreat in July in Spokane. This was the first time since March 2020 that we have met in person. We planned for the upcoming year. I continue as a member of the Capital Budget Committee. As expected, we spent a much time discussing reopening and fall quarter.
- 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 has worked at the Colville Administration so knows many of the people WVC works with there, which has helped. She has

also had to work around their closures for the terrible fires they have had in Nespelem and on the reservation.

- Have worked with Rachel to present about the college and the new buildings to organizations across the area. We also met with Confluence Health who agreed to sponsor the CNA lab in the new building.

BOARD MEETING: September 8, 2021

AGENDA ITEM #9 – Action

CATEGORY: ACTION

**Revised Policy 400.100 Student Rights and Responsibilities/Code of Student Conduct  
Reagan Bellamy, Executive Director of Human Resources**

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BACKGROUND:

Wenatchee Valley College  
BOARD POLICY STATEMENT

400.000 STUDENT SERVICES

**400.100 STUDENT RIGHTS AND RESPONSIBILITIES/CODE OF STUDENT CONDUCT  
POLICY**

Wenatchee Valley College exists for the development of students and to provide a variety of educational opportunities, and the opportunity to examine cultural, social, and recreational aspects of society. Wenatchee Valley College must maintain conditions conducive to the effective performance of its functions. Consequently, Wenatchee Valley College has certain expectations regarding the conduct of students. Student conduct that detracts from, or interferes with, the accomplishment of college purposes is not acceptable.

Admission to Wenatchee Valley College carries with it rights and freedoms and the presumption that students will conduct themselves as responsible members of the college community. This includes an expectation that students will obey the law, will comply with rules, regulations, policies and procedures of the college, will maintain a high standard of integrity and honesty, and will respect the rights, privileges and property of other members of the college community. Wenatchee Valley College expects an environment of integrity, respect, collaboration, cooperation, diversity, equity, inclusion and innovation that fosters personal growth, academic excellence and accountability. The rules governing student conduct and disciplinary action are set forth in the code of student conduct procedure. Wenatchee Valley College recognizes the rights, freedoms, and responsibilities of its students. The college shall develop and update, with student input, appropriate statements, regulations, and procedures for adoption by the board of trustees. The board delegates to the president or designee the responsibility for defining and describing student rights and responsibilities and developing and administering the code of student conduct.

*Originally adopted by the board of trustees: 7/12/00*

*Revised (merged 400.100 Student Rights and Freedoms with 400.110 Code of Student Conduct)*

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

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

*Last reviewed: ~~8/13/208~~27/21*

Policy contact: Student Services

**Related policies and procedures**

1400.100 [Student Rights and Freedoms Procedure](#)

1400.110 [Code of Student Conduct Procedure](#)

RECOMMENDATION:

That the board approve revised Policy 400.100 Student Rights and Responsibilities/Code of Student Conduct

BOARD MEETING: September 8, 2021

AGENDA ITEM #10 – Action

CATEGORY: ACTION

Revised Policy 400.120 Student Academic Grievance, Reagan Bellamy, Executive Director of Human Resources

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BACKGROUND:

Wenatchee Valley College  
BOARD POLICY STATEMENT

400.000 STUDENT SERVICES

#### **400.120 STUDENT ACADEMIC GRIEVANCE POLICY**

Wenatchee Valley College recognizes that students have a right of freedom of expression in the classroom and protection from improper, arbitrary or capricious academic evaluation as evidenced by their final course grade. This policy recognized these protections.

The college shall develop and update, appropriate statements, regulations, and procedures for approval by the president's cabinet. The board delegates to the president or designee the responsibility for defining, describing, developing and administering a student academic grievance procedure.

~~The Student Academic Grievance policy protects student freedom of expression in the classroom and protects each student from improper, arbitrary, or capricious academic evaluation as evidenced by the student's final course grade.~~

Approved by the president's cabinet:    /   /   

Adopted by the board of trustees:    /   /   

Last reviewed: 8/27/21

Policy contact: Student Services

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

- 400.100 [Student Rights and Responsibilities/Code of Student Conduct Policy](#)
- 1400.100 [Student Rights and Freedoms Procedure](#)
- 1400.110 [Code of Student Conduct Procedure](#)
- 1400.120 Student Academic Grievance Procedure

RECOMMENDATION:

That the board approve revised Policy 400.120 Student Academic Grievance

BOARD MEETING: **September 8, 2021**

AGENDA ITEM: **#11 - Action**

CATEGORY: **ACTION**

**Election of Board of Trustees Officers**

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BACKGROUND:

Board of Trustees will elect officers to serve during the 2021-2022 academic year.

RECOMMENDATION:

At the discretion of the board.