

BOARD OF TRUSTEES
Meeting Agenda
Wednesday, November 9, 2022
Regular Board Meeting -2:00 pm
237 West Kellogg Road, Bellingham
Pavilion 201

MEMBERS:

- **Wendy Bohlke**
Chair
- **Teresa Taylor,**
Vice Chair
- **Jeff Fairchild**
- **Rebecca Johnson**
- **John Pedlow**

If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at rkloke@whatcom.edu two days prior to the meeting to allow sufficient time to make arrangements.

**NEXT MEETING
REMINDER**

December 14, 2022

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Introduction of 2023 WCC Transforming Lives Award Nominee
- III. Consent Agenda Tab 1
 - a. Minutes of October 12, 2022 Board of Trustees Retreat (Attachment A)
- IV. Public Comment
 - [Protocols for Public Comment](#)
- V. Strategic Conversation
 - Opening Meeting Act and Public Records Act Board Training – Drew Nishiyama, Assistant Attorney General (AAG)
- VI. Report from the President
- VII. Reports Tab 2
 - ASWCC – Joshua Norton, President
 - WCCFT – Anna Wolff, President
 - WFSE – Dan Andreason, President
 - Administrative Services –Vice President Nate Langstraat
 - Student Services – Acting Vice President Kerri Holferty
 - Instruction – Vice President Barry Robinson
- VIII. Discussion/Items of the Board
 - AACC Annual Leadership Congress
 - ACT Fall Conference – November 17-18, 2022
- IX. Executive Session
 - ...as provided in RCW 42.30.110 and 42.30.140 (4)(a), to discuss collective bargaining...
 - to discuss with legal counsel representing the agency matters relating to litigation or legal risks of a proposed action or current practice the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency
 - to consider the selection of a site or the acquisition of real estate by lease or purchase...;
- X. Adjournment

***The Board of Trustees may adjourn to an Executive Session to discuss items provided for in RCW 42.30.110 (1):**

- (b) to consider the selection of a site or the acquisition of real estate by lease or purchase...;
- (c) to consider the minimum price at which real estate will be offered for sale or lease...;
- (d) to review negotiations on the performance of a publicly bid contract...;
- (f) to receive and evaluate complaints or charges brought against a public officer or employee...;
- (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...; or as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
- (h) to evaluate the qualifications of a candidate for appointment to elective office...;
- (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions... or... litigation or potential litigation...



CONSENT AGENDA

- a. Minutes of October 12, 2022 Board of Trustees Special Meeting (Attachment A)

SUGGESTED RESPONSE

The chair reads out the letters of the consent items. Then the chair states: "If there are no objections, these items will be adopted". After pausing for any objections, the chair states, "As there are no objections, these items are adopted."

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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

237 W. Kellogg Road, Bellingham

Pavilion 201

Wednesday, October 12, 2022

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Wendy Bohlke officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Jeff Fairchild, Rebecca Johnson, John Pedlow and Teresa Taylor, constituting a quorum. Others present included President Hiyane-Brown; Nate Langstraat, Vice President for Administrative Services; Barry Robinson, Vice President for Instruction; Kerri Holferty, Acting Vice President for Student Services; Terri Thayer, Director for Community Standards and Residence Life; Drew Nishiyama, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

- ➔ Trustee Taylor moved to accept the agenda. It was seconded by Trustee Johnson and the **motion was unanimously approved.**
- ➔ Chair Bohlke announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

- ➔ **Consent Agenda**
Minutes of the August 29-30, 2022 Board of Trustees Retreat.
Chair Bohlke stated: "If there are no objections, item in the consent agenda will be adopted." As there was no objection, this item was adopted.

PUBLIC COMMENT

- ➔ Chair Bohlke called for public comment. She announced a 15-minute public comment period with 2 minutes allocated to each person.

- ➔ There was no public comment.

STRATEGIC CONVERSATION

- ➔ **The State of Mental Health & Counseling at WCC – Paul Curd, Faculty, Counseling**

Curd shared a PowerPoint presentation with an overview of the state of mental health and counseling at WCC. He began with introduction of other counseling team members: Dawn Gallardo and Margaret Vlahos. Curd shared counseling services and resources available to students, and counseling team's participation on key governance committees such as the Behavioral Intervention Team. He also highlighted recent and upcoming events, and future plans for counseling services.

ACTION ITEM

- ➔ **Board of Trustees Resolution 2022-01 – A resolution by the Board of Trustees in appreciation of Steve Adelstein**

Trustee Pedlow moved to approve the resolution. It was seconded by Trustee Johnson. The motion was unanimously passed.

PRESIDENT'S REPORT

- ➔ President Kathi introduced Kerri Holferty serving as the Acting Vice President for Student Services.
- ➔ On October 11, 2022, President Kathi, Chair Bohlke and Trustee Johnson along with cabinet members met with members of the Washington State House of Representative College & Workforce Development Committee. It was a great opportunity for the College to meet with committee members, engage in discussion and hear different perspectives from legislators who are outside of our districts. Two key focus areas of discussion included Center of Excellence for Cybersecurity Education and guided pathways initiatives at WCC.
- ➔ Services Awards were presented during Opening Week. It showcased the longevity of services for a number of employees including Leah Thompson and Lana Frazier who have been at WCC for over 30 plus years.
- ➔ On June 17, 2022, the College celebrated the achievements of its graduates at the 2022 commencement ceremony held on Whatcom's Orca Field. It brought a record number of students—262 walked, and over 2,600 attendees in total. This ceremony was a testament to WCC students' perseverance, dedication, and resilience in navigating the challenges of the last

few years.

- ➔ Tim Douglas, former trustees, will be serving as the WCC Foundation board chair.
- ➔ President Kathi shared the following financial aid data for 2021-22:
 - 1128 students received Pell grants totaling \$3,738,056
 - 259 students received federal student loans totaling \$1,469,738
 - Washington College Grant awards totaled \$3,128,161 average of 884 students
 - College Bound Scholarship awards totaled \$70,883 average of 135 students
 - Passport to College awards totaled \$19,500 average of 4 students
- ➔ Strategic Planning is underway with the confirmation of core team members closed to completion. Additional information will be shared in the near future.
- ➔ WCC hosted the Indigenous People's Day event on campus. President Kathi thanked Tanya Zaragosa-Rosas for serving as WCC representative on the planning group.
- ➔ A meeting has been scheduled with Bellingham School District representatives to discuss Community Transitions program and collaboration opportunities.
- ➔ WCC's NyCTE will be hosting a Cybersecurity Summit on WCC campus in December. This by-invitation only summit will convene regional leaders and stakeholders in cybersecurity education to discuss strategies to address current and future national cybersecurity workforce needs.
- ➔ Rotary Club of Bellingham is hosting its weekly meetings on WCC campus. President Kathi thanked Ward Naf for working with the Rotary Club to host the meeting on campus.
- ➔ President Kathi presented at T3 Tribal Technology Training on September 15, 2022; highlighting WCC's cybersecurity initiatives and programs.

REPORTS

- ➔ **ASWCC – Josha Norton**
Norton noted the Grand Opening of Orca Food Pantry on September 22, 2022 and expressed appreciation for Heidi Farani for her leadership and work.
- ➔ **WCCFT - Anna Wolff, President**
Wolff shared the list of WCCFT Union Executive Committee members:
 - Kirsten Egerstrom, VP for Full-time Faculty Affairs
 - Colleen McGoff, VP for Part-time Faculty Affairs
 - Tara Hughes, Secretary
 - Jim Drinkwine, Treasurer
 - Seth Greendale, Membership Chair
 - Erin Graham, Bargaining Chair
- ➔ **Administrative Services – Nate Langstraat**
Langstraat shared that the College has been in discussion with KMRE radio station to locate the

radio station on WCC campus. The concept was shared with the College's Campus Planning Committee and received support to continue the discussion. Additional information will be provided at future meetings.

DISCUSSION/ITEMS OF THE BOARD

- Chair Bohlke welcomed trustee Jeff Fairchild to the Board. She also shared that Trustee Rebecca Johnson will be serving as the trustee liaison to the WCC Foundation Board.
- **Proposed 2023 Board of Trustees Meeting schedule**
Chair Bohlke asked board members to review the schedule and send feedback to Rafeeka Kloke. The final schedule will be presented to the Board for approval in November.
- **AACC Leadership Congress**
Members of the board asked Chair Bohlke to serve as the board's voting delegate at this national meeting.

EXECUTIVE SESSION

- At 3:15 p.m. the meeting was adjourned for a closed session of the Board for thirty minutes as provided in RCW 42.31.110, to discuss collective bargaining and a closed Executive Session immediately after the closed session, an executive session to discuss with legal counsel representing the agency matters relating to litigation or legal risks of a proposed action or current practice the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency.

Chair Bohlke announced that action was not anticipated. Guests included President Kathi Hiyane-Brown, Vice President Nate Langstraat, Vice President, Special Assistant Rafeeka Kloke and Assistant Attorney General Drew Nishiyama.

The Executive Session was adjourned at 3:45 p.m. and the Board reconvened into open session at 3:45 p.m.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 3:45 p.m.

Whatcom

COMMUNITY COLLEGE

Reports to the Board of Trustees November 9, 2022 Meeting

➤ ASWCC – Joshua Norton, President

Student Engagement (*Goal 1.3 and Promote student access through quality services and resources*)

- ASWCC Area of Study Brunch was held on October 3rd, 2022: Area of Study Brunch is an event that helps students connect with faculty and other students within their area of study. Students were given an informational brochure about the different areas of study and the importance of identifying their area of study. 64 students attended.
- National Coming out Day was held on October 11th, 2022. 42 students attended, resources included volunteers from Parents & Friends of Lesbians and Gays (PFLAG), sexual health resources and other community resource brochures.
- **ASWCC Clubs:**
 - Club fair: ASWCC hosted its quarterly Club Fair on October 13th, 2022. 13 Clubs participated in the club fair and hosted a table to engage with students. 82 students attended the event and signed in.
 - ASWCC Interclub Council: October 24th, 2022. 20 students attended.
 - Chartered clubs: There are currently 7 chartered clubs and 8 clubs in the process of chartering, total of 13 clubs.
- ASWCC Coffee with a Student Leader: Thursdays in the Learning Commons. It allows student leaders to connect with students and inform them about the work they are doing, tell them about upcoming events, and receive feedback from the student body.
- Senate/Executive Board Meetings: Executive Board and ASWCC Senate meetings alternate and are held every Monday from 3-5pm. The first meeting was on October 3rd, 2022. 25 students have attended.

➤ Advancing Equity – Terri Thayer, Director of Community Standards & Residence Life

Intercultural Services: *Goal 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes, 4.3 Provide ongoing opportunities for faculty and staff professional growth*

Peer Mentor Training:

- Intercultural Center Peer Navigators (ICPN) and the ASWCC Student Life Student leaders attended a three-day retreat at Randle, WA. This retreat included rope courses, Clifton Strength test and Equity workshop as team building activities.

- Family Educational Rights and Privacy Act (FERPA) training and workshop on Interschool, intercampus, and inter team collaboration and connectedness. Karl Ritter Smith, Director for Entry & Enrollment Services, Registrar led the FERPA training.
- Security training with Rocky Vernola, Director for Safety & Security.
- Training from One College Nation, facilitator name Trish Norman. This training included: Establishing a Connection, Building Positive Cross-Cultural Relationships, Developing an Inclusive & Supportive Community, Creating Meaningful & Authentic Conversations and The Call To Action.
- Title IX Trainings with Ben Reed, Deputy Title IX & ADA Coordinator.

Activities & Programming:

- September 22, Intercultural Center Peer Navigators (ICPN) tabled at the Welcome Back BBQ ASWCC leaders to promote the ICPN Mentoring Program and Simpson Intercultural Center services.
- September 23, Intercultural Center Peer Navigators attended a WCC Foundation Secondary Scholarship Workshop, presented by Rae Larson, WCC Foundation Program Specialist 3.
- Hosted Talkin' Story:
 - October 5 – Hosted Talkin' Stories on overlooked natural disasters. These include Hurricane Fiona and Ian impacting Puerto Rico and the Dominican Republic, Typhoon Noru affecting Vietnam and the Philippines and the recent earthquake in Mexico that affected a lot of indigenous communities. Magaly Aguayo, Intercultural Center Peer Navigator, led the discussion.
 - October 19 - Hosted Talkin' Story on Black Spirituality led by Xzavier Withers, Intercultural Center Peer Navigator, led the discussion.
- Hosted Fireside Chat: Women in Stem featuring Kiran Dhillon, Ph.D. on October 7. Kiran is a scientist, artist, and community organizer. Currently, she is the Executive Director at the Cancer Vaccine Institute at the University of Washington.
- October 8, hosted a workshop about ICPN Mentoring Program and the Simpson Intercultural Center services at the Catch the Next Wave Conference. Christian Ballah and Magaly Aguayo, Intercultural Center Peer Navigators led the workshop.
- Hosted Actions for Change on Inktober on October 20. Bernadine Lim and Giordanne Panis led the discussion on Arts through the lens of identity and intersections of identities.
- Partnered with Office of Student Life and Development to host "Halloweenfest" on October 27. This included Pumpkin and Cookie decorating and Hocus Pocus movie showing.

Community Partner Collaboration:

- Indigenous People's Day on October 10 - Hosted Indigenous Peoples Day Event on. Simpson Intercultural Center partnered with other community partners including Western Washington University, Peacehealth, Bellingham School District, Bellingham Technical College, Skagit Valley College, City of Bellingham, Children of Settling Sun Productions, Swinomish Indian Tribal Community, and Northwest Indian College to host Indigenous Peoples Day Event. This year's theme "Keeping the Fire Burning," include screening of Daughter of the Lost Bird, Q and A session and a traditional Coast Salish Dinner.

➤ **Administrative Services—Nate Langstraat, Vice President**

- **Bookstore** (4.1 Offer programs, services, and facilities that support college needs and market demands, 3.1 Ensure all students have access to campus resources that support educational success)
 - In September, the Bookstore welcomed the new student orientation (POD) campus tours. New students connected individually with bookstore staff. Bookstore services were identified, and each student was given a discount coupon for logo merchandise.
 - The Bookstore continued support for Art, Biology, Geology and Oceanography instructional labs through kit distribution and curbside pickup services.
 - September 2022 sales of school supplies and food products at the Bookstore increased by 20% over September 2021. This further signals the return of students to campus. In-store sales traffic was strong during the first week of classes and during the Syre Courtyard Welcome Back BBQ.
- **ctcLink** (4.1 Offer programs, services, and facilities that support college needs and market)
 - New Compass [ctcLink web pages](#) created to support employees with ctcLink questions and issues.
 - **Help & Support** reference page – guides employees down the best path to get assistance with ctcLink.
 - **ctcLink Feedback & Feature Enhancements** page – provides employees a place to submit feedback as well as request feature enhancements.
 - SBCTC implemented two Oracle PeopleSoft ctcLink software updates; both updates included Accessibility improvements.
 - The SBCTC Project Management Office (PMO) is finalizing the system’s ctcLink enhancement request governance process. Whatcom Business Systems Analyst Matt Connelly is working with pillar leads and subject matter experts to identify WCC’s top issues and feature enhancement needs. Priorities are focused on growing enrollment, advancing equity, and improving efficiencies and effectiveness.
- **Emergency Preparedness, Safety & Security** (5.3 Promote a safe environment for teaching, learning, and working)
 - On October 1, 2022, WCC published the 2022 Annual Security Report, also known as the Jeanne Clery Report. Although rise in crime is a concern regionally, WCC remains a safe and secure environment for students, faculty, staff, and visitors with minimal neighboring concerns breaching the campus.
 - On October 14, Cedar Hall conducted its quarterly fire and evacuation drill. The drill successfully proceeded with great care and support of all students, including students with ESA animals. The Residence Life staff worked as leads to coordinate and guide students through the evacuation, assembly, and re-entering process. The next drill will commence winter quarter.
 - On October 20, WCC conducted an earthquake drill and activation of the Whatcom Alert System. The exercise occurred at 11:20 a.m. following the model of the Great Washington Shake Out. The focus was on drop, cover and hold-on techniques for minimizing injury during an earthquake, as well as testing our communications capabilities. The exercise was well received by the campus community.

- **Facilities** (*4.1 Offer programs, services, and facilities that support college needs and market demands*)
 - Completed the LED lighting retrofit project in the Pavilion. The project replaced failing fluorescent fixtures throughout the facility which will save energy and improved lighting for the space.
 - Completed campus site/parking LED replacements. The project provides improved lighting and energy savings of \$20,000 a year.
 - Completed pickleball lighting project.

➤ **Student Services—Kerri Holferty, Acting Vice President**

- **Student Life and Development** (*1.3 Promote student access through quality services and resources, 1.4 Provide students with mentors, internships, and career preparation, 2.1 Increase collaboration and communication to serve collective needs across the College, 2.2 Create teaching and learning communities, 3.1 Ensure students have access to campus resources that support educational success, 4.1 Offer programs, services, and facilities that support college needs and market demands, Heidi Farani, Director for Student Life & Development*)
- Office of Student Life and Development (OSLD)
 - ASWCC Student Leadership Hiring:
 - Currently, there are five positions filled on the ASWCC Executive Board and one position filled on the ASWCC Programming and Diversity Board. A selection committee was convened, and applications collected in order to fill vacancies. Review of applications, student interviews, and offers of employment are ongoing in order to have the vacancies on the leadership teams filled by the end of the quarter.
- Catch the Next Wave Conference (CTNW): October 8th, 2022.
 - Catch the Next Wave is the annual fall student leadership conference hosted by OSLD and the ASWCC Student Government. This was the 5th year the conference took place in order to help WCC students learn about how to get involved and connected, and also find student leadership opportunities on WCC Campus. CTNW featured a keynote speaker, and WCC students led breakout sessions about how to get involved in different areas on campus such as the Intercultural Center, Orca Food Pantry, ASWCC Clubs, and student government. In the first year of returning CTNW to in-person format, we saw 17 in attendance at this event.
- Indigenous Peoples’ Day Event: October 10th, 2022
 - Staff from the Simpson Intercultural Center and OSLD partnered with WWU, Bellingham Public Schools, BTC, Skagit Valley College, City of Bellingham, Children of the Setting Sun, Northwest Indian College, and PeaceHealth to host Indigenous Peoples’ Day. The event was held in the Syre Auditorium with 350-400 people in attendance.
- **TRiO Upward Bound** (*Goal 1.1 Improve student success in retention, completion, transfer, and employment; Goal 1.3 Promote student access through quality services and resources, Adam Beals, Interim Director*)
 - Onboarded new TRiO Upward Bound Academic and Career Advisor Christina Fernandez

- Met with administrators, faculty, staff, and students at Nooksack Valley High School, Ferndale High School, and Mount Baker High School to introduce Christina and Interim Director Adam Beals
 - Posted Project Director for TRIO Upward Bound position
 - Led “Knowing Yourself: Strengths and Opportunities Workshop” at all three high schools
- **TRiO Student Support Services** (*Goal 1.1 Improve student success in retention, completion, transfer, and employment; Goal 1.3 Promote student access through quality services and resources, Adam Beals, Director*)
 - Served 15 students at workshops on scholarships and the Free Application for Federal Student Aid (FAFSA)
 - Initiated outreach to currently registered TRIO students and students who stopped out for fall quarter to promote registration for winter classes
 - Onboarded new TRIO Student Completion Coach Joel Weisel
 - Collaborated with Brian Gregory in the WCC business office to purchase textbooks and online learning platforms for students in the Passport to Careers so they can persist in their fall quarter classes.
- **Residence Life and Community Standards** (*Goals 1.1 Improve student success in retention, completion, transfer and employment; 1.2 Foster student learning through student-centered teaching and learning practices; 1.3 Promote student access through quality services and resources; 2.1 Increase collaboration and communication to serve collective needs across the College; 2.2 Create teaching and learning communities; 2.5 Cultivate community awareness and support for the College; 4.4 Enhance the Safety of the College environment, Terri Thayer, Director for Community Standards & Residence Life*)
 - Activities and programming included:
 - Cedar Hall Halloween: Door decorations & Candy bags, caramel apples, costumes & karaoke night
 - Ongoing game nights, ping pong night, paint night, baking and cooking nights
 - Cedar Hall Staffing and Training:
 - Residence Life is fully staffed with 7 RAs, a live-in Residence Life Coordinator, Housing Case Manager and Residence Life Manager.
 - The Residence Life team has participated in Title IX/Consent Training with Benjamin Reed.
- **Advising and Career Services** (*3.2 Apply culturally responsive pedagogy in all teaching and learning environments.; 3.4 Revise policies, practices, services, and curricula from an equity-based lens, David Knapp, Director for Career & Academic Advising*)
 - 3 advisors hired in October to support students interested in business, social and natural sciences and those served by the Veterans Services Office. Historically, onboarding new advisors has largely consisted of training in advising resources and transactional duties. This round of onboarding and training, primarily developed and facilitated by Jessica Larson, Associate

Director for Advising and Career Services, is leading with equity. For example, early trainings have included facilitated conversations regarding bias, and the importance of understanding and using preferred pronouns among colleagues and students. Several of these sessions have also been made available to colleagues from other advising/coaching offices at Whatcom.

- The Advising team, now in partnership with the Student Success and Retention team, continues to make significant advances in improving written communication templates regarding Satisfactory Academic Progress. The work has been done by applying frameworks such as TILT and Equity By Design. Subsequent work includes beginning to map the student experience in academic standing with the goal of recommending a policy change.

General information for advising activity for September 1st through October 23rd, 2022.

- Top 5 discussion topics during advising appointments:
 - Add or drop a course
 - Degree planning
 - Registration
 - Discussion of academic goals
 - Admissions / apply to WCC
- **K-12 Partnerships** (2.3 Strengthen partnerships with K-12 and higher education institutions, 2.4 Foster learning, service, and leadership opportunities through community partnership, 4.2 Increase college enrollment and secure resources for the continued viability of the College, Katie DeOrio, Director for K-12 Partnerships)
 - Instated Running Start Online Admissions Application Portal (OAAP) application in partnership with Entry & Enrollment Services. This integrates Running Start applications into Entry & Enrollment's processes. With the addition of E&E's batch applications, Running Start applications should be processed with 2-7 days, instead of the 2 weeks it was taking on our former system. – October 10
 - Students will apply for Running Start directly in ctlink (as general population), increasing efficiency and providing timely service to students.
 - Spoke to high school students about dual credit options who were on campus:
 - College in the High School students visit WCC - October 7
 - Participated in College Fairs at Whatcom County High Schools – Week of October 3
 - Fall 2022 Enrollment – Running Start
 - 824 headcount, 625.99 FTE. Compared to 856 headcount and 678.08 FTE in fall 2021
- **Athletics and Recreation** (Goal 1.3 Promote student access through quality services and resources, 2.5 Cultivate community awareness and support for the college, Goal 3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators, Rob Pedicone, Director for Athletics & Recreation)
 - Athletics**
 - Cross Country competed in NWAC Preview Meet (Chambers Bay) and Lewis & Clark Invite (Portland, OR).

- Men's Soccer ranked #1 in NWAC. In #1 place for the North Region. Currently, 11-2-3.
 - Women's Volleyball in 4th place for the North Region. Currently, 14-6.
 - Women's Soccer in #4 place for the North Region. Currently, 2-6-2.
 - Izzie Anderson finished 2nd overall for NWAC women at Lewis & Clark Invite and Ahmed Wariyo finished 5th overall for NWAC men at Lewis & Clark Invite (10/15).
 - Women's Volleyball student athletes, Alexis McNeil and Maddie Matthews won weekly NWAC North Region awards (10/11).
 - Women's Volleyball student athlete, Maddie Matthews won NWAC Player of the week (10/4).
 - Men's Soccer student athletes, Beckham Uderitz won NWAC Defensive Player of the Week and Munier Hussen wins JUCO College Player of the Week (10/4).
 - New Interim Men's Basketball Head Coach, Alex Sommerfield successfully onboarded into the position (10/1).
- **Access and Disability Services** *(3.1 Ensure all students have access to campus resources that support educational success; 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes; 4.3 Provide ongoing opportunities for faculty and staff professional growth, Melissa Anderson, Access & Disability Services Specialist)*
 - As of 10/28/22, 322 students enrolled Fall quarter registered with ADS compared with 308 students on this date in Fall 2021.
 - A new position of Program Coordinator for ADS & Counseling Services began October 17. This role will support both departments in their shared office suite, LDC 134.
- **Entry & Enrollment Services** *(1.3 Promote student access through quality services and resources; 3.4 Revise policies, practices, services, and curricula from an equity-based lens, Karl Ritter Smith, Director for Entry & Enrollment/Registrar)*
 - Current positions open in various stages of hiring process:
 - Outreach/Admissions Coordinator
 - Program Coordinator, Admissions and Registration
 - Program Specialist II, Admissions and Registration
 - FTE Summary for Fall 2022 – 2525 total
 - Headcount Summary for Fall 2022 – 4237 total
 - Outreach update – Associate Director Nubia Robles has participated in 10 high school college fairs, 3 community events and has connected with over 600 potential students.
 - Outreach update – WCC is hosting Fall College Day on Tuesday, November 1 from 430-730
 - Admissions update - Associate Director Veronica Corral is leading the way state-wide in creating processes for 'batch admissions' – allowing for a timelier processing of admissions applications. Over 50% of new applications are processed within one business day of student submitting the application.

- Registration update: Winter Quarter 2023 dates:
 - Winter Class schedule available for viewing – October 26
 - Veteran and ADS eligible students can register – November 7
 - Current Students can register – 11/14-11/21
 - Open Registration begins – 11/29
- **Financial Aid** (*1.3 Promote student access through quality services and resources, 3.1 Ensure all students have access to campus resources that support educational success, Travis McCullough, Director for Financial Aid*)
 - As of 10/21/2022 Financial Aid has completed the initial review of all students enrolled in Fall quarter who have completed a Financial Aid application. The awards will be entered this week, and funds will be disbursed by early next week.
 - Our office will now focus its attention on awarding those students who will be attending the Winter quarter who have not already been awarded for the academic year.
 - Multiple Financial Aid outreach events have started online and in person at the high schools and in the community. Staff members have attending multiple events and we will continue into 2023 with about 10 more events this academic year.
 - A plan has been approved for the last round of Federal Emergency Funding. This will end the use of Federal Emergency Funding.
 - Financial Aid has started training and Q&A sessions with departments around Campus. These sessions have started with department leaders and then it will be determined if a full department training would be helpful.

➔ **Instruction— Barry Robinson, Vice President**

- **Community & Continuing Education** (*2.5 Cultivate community awareness and support for the College; 2.6 Engage with business and industry to strengthen regional economic development.*)
 - Received SBCTC Job Skills Program (JSP) grant award of \$34,750 to provide lean manufacturing training for incumbent employees of Method Homes in Ferndale for the remainder of the biennium.
- **International Programs** (*3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators; 4.1 Offer programs, services, and facilities that support college needs and market demands; 4.2 Increase college enrollment and secure resources for the continued viability of the College.*)
 - International Programs chartered a bus to the Greater Seattle International Student University Transfer Fair November 3. Two International Student Advisors will join 30+ students in travelling to Shoreline Community College. The event allows students to meet university representatives in person and receive advice on the application/transfer process that is specific to international students. Nearly 100 universities from across the US will attend the event, including Arizona State University, Boston University, Indiana University, Pepperdine, The Ohio State University, The University of California – Berkeley, The University of Illinois, The University of Minnesota, The University

- of Montana, The University of Oregon, The University of Oregon, The University of Wisconsin, and more.
- Student mobility continues to increase as the pandemic wanes. In addition to welcoming approximately 60 international students to campus in Fall 2022, study abroad programs have also resumed. Two Whatcom students are currently studying in Japan; two students will depart for a study abroad program in Australia/New Zealand for the Winter 2023 quarter; and two applications for a study abroad program in Rome for Spring 2023 have been received. Interest and inquiries about study abroad is increasing.
 - **Assessment and Institutional Research (AIR)** *(4.5 Model leadership in environmental protection, economic viability, and social equity, the three pillars of sustainability; 4.6 Apply assessment and evaluation data to inform decisions.)*
 - On Oct 27, AIR emailed WCC students the Washington Student Experience Survey (WSES) basic needs survey: This survey was developed by the [Postsecondary Basic Needs Data Work Group](#) with assistance from the [Hope Center for College, Community and Justice](#), and represents a unique opportunity for our state. With participation from all institutions across sectors in fall 2022, Washington will have a first-in-the-nation opportunity for state-level data on the prevalence of postsecondary basic needs insecurity to drive policy and investments. Institutional and regional data will also be available to all participating institutions for further insights. For additional background on this survey and statewide effort, please see this [overview of the Washington Basic Needs Survey](#). Participation is free and is encouraged for all Washington postsecondary institutions.
 - The AIR office has rebuilt the [program/discipline improvement process](#) (PIP/DIP) data, after our transition to ctcLink. The PIP/DIP process provides a systematic structure for using data to regularly reflect on the effectiveness of academic programs and set goals and ensures WCC will continue to offer high-quality programs, degrees, and certificates serving its students and the community. The process is systematic and regular (programs and disciplines are in a 5-year cycle) and informs curricular, instructional, student achievement, budgetary, assessment, strategic planning, and accreditation processes. Each program and discipline always have access to 5 years of data and their PIP/DIP reflection reports are posted on the PIP/DIP webpage.
 - **Cybersecurity grants** *(1.1 Improve student success in retention, completion, transfer, and employment; 4.2 Increase college enrollment and secure resources for the continued viability of the College.)*
 - On September 23rd, NCyTE hosted its monthly member meeting including a presentation by the American Indian Science and Engineering Society (AISES). The presentation covered the history of AISES and the services and initiatives it offers to students, industry and educators. NCyTE is collaborating with AISES to identify ways to engage more tribal colleges, educators and students in cybersecurity.
 - On September 29th, NCyTE leaders participated in a Cybersecurity & Infrastructure Security Agency (CISA) roundtable hosted at Amazon Corporation in Seattle, WA. The meeting was led by CISA Director, Jen Easterly.

Approximately 25 regional participants from community colleges and other stakeholders in cybersecurity workforce development provided input to the national strategy for how community colleges can help address the cybersecurity workforce gap.

- On October 11th, NCyTE's PI and special projects director made a presentation to the Washington State House College & Workforce Committee about NCyTE, the new Center of Excellence in Cybersecurity at WCC, and WCC's CIS/Cybersecurity programs, and the challenges colleges are facing in addressing the significant cybersecurity workforce gap in Washington State.
- NCyTE staff represented WCC's CAE Candidates National Center at a national CAE directors' meeting in Baltimore on October 24, 2022.
- NCyTE leaders conducted several forums and exhibited at the annual National Science Foundation ATE Principal Investigator's conference in Washington, DC, October 26-28. NCyTE forums were focused on a new initiative the Center is pursuing for developing curriculum and training faculty on cybersecurity applications in manufacturing and other STEM disciplines.

➤ **Marketing and Communications – Rafeeka Kloke, Special Assistant to the President & Director for Government Affairs**

Communications, Marketing and Publications Programs & Campaigns: (3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators; 4.1 Offer programs, services, and facilities that support college needs and market demands; 4.2 Increase college enrollment and secure resources for the continued viability of the College.)

- **Hired Manager Communications and Marketing:** refilled replacement position that remained vacant for 1.2 years.
- **Web redesign:** User Acceptance Testing. Developing and building Guided Pathways and areas of study. In progress. Launch expect March 2023.
- **Customer Relation Management System:** Onboarding platform and backend systems, creating Request for Information, segmented marketing event mapping. In progress.
- **Created WCC Foundation Alumni video:** Graphic Designer James Zyon created a 5 minute and :60 video for The WCC Foundation to use to boost alumni and student engagement and visibility.
- **Campus Flagpole banners:** Installed Oct 31: new flag-pole banners featuring Orca Central and WCC branding.
- **New Project Management System:** Testing complete, preparing to launch in Nov. 2022
- **Emergency Funding Winter Quarter Campaign:** cross departmental collaboration, student email messaging, social media campaign in collaboration with Financial Aid, the Foundation and Student Services. In progress.
- **Marketing Rebrand:** bus side redesign. Create vibrant, engaging outdoor media for Winter and Spring campaign. In progress.
- **ASWCC web pages:** Updated all ASWCC web page with new executives and initiatives.

Publications completed or in development - for a variety of events and programs:

- **Winter Quarterly Newsletter** sent to approx. 90,000 residents across multiple zip codes to increase perception and awareness of WCC as a higher education destination—to boost enrollment. Focus on how to get started at WCC.
- **Donor Appreciation Breakfast WCC and WCC Foundation: Designed, wrote, and produced:** Program, posters, speeches, social media.
- **Running Start Postcard: Whatcom County mailing: multi-lingual: Spanish & Russian.** Aim: Remove barriers to and improve audience reach to share benefits/opportunities of RS in our county. In progress.
- **Guided Pathways:** New Area of Studies brochures. Almost complete.

Press Releases/Media Relations – Summary/Highlights of Media Coverage (4.1 Offer programs, services, and facilities that support college needs and market demands; 4.2 Increase college enrollment and secure resources for the continued viability of the College.) (2.5 *Cultivate community awareness and support for the College*; 2.6 *Engage with business and industry to strengthen regional economic development*)

- **Salish Current: Oct. 7:** ['Starving students' no more, as campuses address food insecurity](#)
- **Hello Neighbor, Nov. 2022: Mount Baker Community Coalition**
- **Front Porch: [Seattle Department Neighborhoods: Oct. 27: Dia de los Muertos](#)**
- **Salish Current: Oct. 28:** [Vigilance! Security against cyberthreat is a 24/7 need](#)

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Social Media & Campus Communications, and Digital Monitors:

- Visual Communications Info sessions, Oct. 5
- Physical Therapy Assistant Info Session, Oct. 5
- Substance Use Dependence Program, Oct 5
- Dave Eggers: Campus event, Oct. 17
- Smoke Safety, Oct. 18
- Inktober, Oct. 19
- Men's Soccer game moved, Oct. 19
- Federal Relief Loan Application session promotion, Oct.19
- ASWCC Student Life Inter Club Council, Oct. 20
- Nursing Info Sessions, Oct. 24
- Mental Health Awareness: Suicide & Crisis Hotline, Oct. 26
- ASWCC Halloween Movie night, Oct. 27
- Donor Appreciation, Oct. 28
- Nursing Info Sessions-Oct. 24
- Native American Heritage Month, Oct. 2022
- Whatcom Weekly highlights, new social media segment, Oct. 31

Attended Campus Events and taking photos posting for engagement:

- Indigenous People's Day: Simpson Intercultural Center, Oct. 10
- Actions for Change, Simpson Intercultural Center, Oct. 20
- Halloween Fest, Oct. 27
- Donor Appreciation Breakfast, Oct. 28
- Fall Gnocchi Discover, Oct. 28
- Bellingham Yoga Collective, Oct. 25

- Simpson Intercultural Center/ASWCC Dia De Los Muertos celebration, Oct. 31

➔ **Foundation** (2.5 Cultivate community awareness and support for the College; 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes)

- **Student, College, and Mission-Based Support**

- **Emergency and stimulus funding:** A total of 6,832 applications have been received through the Emergency and stimulus funding application to date from 2020 to 2023. The next emergency stimulus fund application period will run for two days opening on Thursday, November 17, 2022, and closing on Friday, November 18, 2022. Enrolled students who have not received funding in the previous quarter will be eligible.
- **Scholarships:** 375 students applied for WCC Foundation Scholarships in the Fall, Secondary cycle of the 2022-2023 academic year. Each application was reviewed 3 times and the average of that score is used for awarding purposes. A group of 24 volunteers made up the Scholarship Review Team and reviewed a total of 1,125 applications this month.
- **Student and Alumni Engagement:** WCC Foundation recruited 25 students who received WCC Foundation Scholarships to serve as student ambassadors at the 2022 Donor Appreciation Breakfast. The Foundation prepared each student with comprehensive training and reference materials. Three Foundation Student Ambassadors also delivered 3-to-5-minute speeches in which they shared their educational journey and the impact of their scholarship with an audience of approximately 160 guests.

- **Fundraising**

- **Fiscal year-to-date:** \$96,872.67 from 60 donors.
- **Events:** The 2022 Donor Appreciation Breakfast occurred at Hotel Leo on October 28 from 7:30am-9am. 156 guests attended this in-person event—including twenty-five students and four event sponsors—the first of its kind since 2019, where 120 guests attended. Foundation Board Directors, President Kathi, and three students shared remarks. Donors gave \$4,000 at the event and the Foundation team will follow up with multiple new contacts.