WHATCOM COMMUNITY COLLEGE

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

**April 10, 2024
Regular Board Meeting**

BOARD OF TRUSTEES
Meeting Agenda
Wednesday, March 13, 2024
Regular Board Meeting -2:00 pm
237 West Kellogg Road, Bellingham
Laidlaw 143

I. Call to Order & Approval of Agenda, and Notice of Public Comment Time

II. Consent Agenda Tab 1
   a. Minutes of February 14, 2024 Board of Trustees Meeting (Attachment A)

III. Public Comment
   ➔ Protocols for Public Comment

IV. Executive Session
   ➔ To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee…

V. Action Item Tab 2
   ➔ Tenure consideration

VI. Report from the President

VII. Reports Tab 3
   ➔ ASWCC – Alaina Hirsch, President
   ➔ WCCFT – Tresha Dutton and Barry Maxwell, co-presidents
   ➔ WFSE – Dan Andreason, President
   ➔ Administrative Services –Vice President Nate Langstraat
   ➔ Student Services – Interim Vice President Kerri Holferty
   ➔ Instruction – Vice President Steven Thomas

VIII. Discussion/Items of the Board
   ➔ ACT Spring Conference May 2-3, 2024

IX. Executive Session
   ➔ …as provided in RCW 42.30.110 and 42.30.140 (4)(a), to discuss collective bargaining…
   ➔ to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee…;
   ➔ 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

X. Adjournment

Tab 1

CONSENT AGENDA

a. Minutes of February 14, 2024 Board of Trustees 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."

Whatcom
COMMUNITY COLLEGE

MINUTES
BOARD OF TRUSTEES MEETING
237 W. Kellogg Road, Bellingham
Laidlaw 143
Wednesday, February 14, 2024
2:00 p.m.

➡ **CALL TO ORDER** Chair Teresa Taylor officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Jeff Fairchild, John Pedlow, Rebecca Johnson, and Wendy Bohlke, constituting a quorum. Others present included President Hiyane-Brown; Nate Langstraat, Vice President for Administrative Services; Steven Thomas, Interim Vice President for Instruction; Kerri Holferty, Interim Vice President of Student Services; Julianna deHaan Rice, Assistant Attorney General; and Rafeeka Kloke, Executive Director for the Office of the President.

Chair Taylor began with a land acknowledgement to recognize and pay respect to the Coast Salish Peoples as traditional stewards of this land and the enduring relationship that exists between Indigenous Peoples and their traditional territories.

ACTION TO ACCEPT AGENDA

➡ Trustee Pedlow moved to accept the agenda. It was seconded by Trustee Johnson and the motion was approved.

➡ Chair Taylor announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

➡ Consent Agenda

Minutes of January 10, 2024 Board of Trustees Meeting and February 7, 2024 Board of Trustees Retreat

Chair Taylor stated: "If there are no objections, items in the consent agenda will be adopted." As there was no objection, these items were adopted.

PUBLIC COMMENT

➥ Chair Taylor called for public comment. There was no public comment.

STRATEGIC CONVERSATION

➥ **Outreach Updates – Nubia Robles, Director for Outreach & Admission and Katie DeOrio, Director for K12 Partnership**

A PowerPoint presentation was shared with an overview of Outreach activities.   Robles provided an update on high schools and community engagement activities to recruit students to WCC; including but not limited to chamber events, placement sessions at high schools; and the new "College 101" program at Ferndale High School.

DeOrio provided an overview of WCC's Running Start program outreach and marketing activities to increase Running Start enrollment.

➥ **Safety and Security Updates – Raquel Vernola, Director for Safety & Security**

Vernola shared a PowerPoint presentation with an overview of the state of safety and security across college campuses within our system.

Highlights included common priorities and responsibilities of safety and security on college campus; and top concerns which include impacts of unhoused individuals, increased crime, training; resources and staffing, and needs for facility improvements.

PRESIDENT'S REPORT

➥ WCC Foundation sponsored an Employee Appreciation event on February 14, 2024 to thank all employees at WCC for their hard work.

➥ President Kathi shared upcoming college events included:

- International Culture Showcase on February 15, 2024 11:15 – 12:30 in Syre Foyer where some of the upper-level ELL Transitional Learning students will be sharing posters about their home cultures.
- Professional Development Day on February 20, 2024.   She thanked Cynthia Hoskins, Professional Development Coordinator and Chair of the Professional Development Committee and committee members for their work in planning the event.

➥ National Visiting Committee will be meeting with NCyTE, The National Cybersecurity Training and Education Center on March 6-7, 2024 at Ruidoso, New Mexico, to learn about the work and accomplishments of NCyTE.

➴ AHECWW completed a site visit from University of Washington representatives on February 8, 2024. President Kathi thanked LaTrisha Lavish, Director for AHECWW and the staff for their work in building training and education networks to improve equity in access to health education and building a healthcare workforce to support rural and underserved communities.

➴ The Guided Pathways Retreat for Executive Leaders were held at Semiahmoo Resort & Spa on January 29-31, 2024.   It was a great opportunity to connect with colleagues from other colleges and exchange ideas.

➴ President Kathi and presidents from WWU, BTC, and NWIC meet on a regular basis to discuss opportunities for collaborations.   The presidents plan to invite cabinet members from their prospective colleges to join the next meeting.

➴ The 42nd District Legislative Townhall will be held on February 17, 2024, 1-2:30 pm at Horizon Middle School in Ferndale.

➴ Tenure notebooks are available for trustees review.   Tenure recommendations will be presented to the Board at the March meeting.

REPORTS

➴ Steven Thomas – Vice President for Instruction

Thomas shared that the most recent Stevie Award of Excellence was given to Tresha Dutton, Communication Faculty, for giving colleagues the benefit of the doubt.

EXECUTIVE SESSION

➴ At 3:10 p.m. the meeting was adjourned for a closed session of the Board for approximately thirty-five minutes as provided in RCW 42.31.110, to discuss collective bargaining and a Executive Session immediately after the closed session… to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee…; and 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 Taylor announced that action was not anticipated. Guests included President Kathi Hiyane-Brown, Vice Presidents Nate Langstraat, and Assistant Attorney General Juliana deHaan Rice.

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.

Tab 2

MEMORANDUM
Office of the President

TO:	**Board of Trustees**
FROM:	**Kathi Hiyane-Brown**
DATE:	**March 7, 2024**
RE:	**Tenure Consideration**

State law (RCW 28B.50.852) and the Negotiated Agreement require that full-time faculty members employed primarily with state funds be extended, awarded or denied tenure by the last day of winter quarter during their third year of employment .

In anticipation of the future consideration for tenure, each new full-time faculty member is assigned a Probationary Review Committee. The role of that committee is to:

o   Assess and advise the probationary of his/her/their professional strengths and weaknesses and to make reasonable efforts to encourage and aid in overcoming any deficiencies.

o   Conduct the probationary review process in accordance with the Negotiated Agreement between the Faculty Association and the Board of Trustees.

o   Provide a written recommendation to the appointing authority for or against the awarding of tenure.

The Probationary Review Committee assigned to work with the probationary faculty member have submitted the committee final report and recommendation for consideration by the Board of Trustees.

DISCIPLINE	FACULTY MEMBER & CHAIR
Library	Abby Koehler, Kaatje Kraft
Math	Tyler Honeycutt, William Weber
History	Mary Haberman, Ian Stacy

Possible Actions for probationary faculty member

➢   To award tenure: Move the award of tenure to
➢   To deny tenure: Move to deny tenure to
➢   To extend probationary period: By mutual consent of the committee, the probationer, and the Board, move to extend the probation period by

Tab 3

WHATCOM
COMMUNITY COLLEGE

Reports to the Board of Trustees
March 13, 2024

➥ **ASWCC – Alaina Hirsch, President**

- **Civic Engagement**: (Goal 3.1 Strengthen cross-divisional efforts to increase students' sense of belonging, engagement, and development; Goal 3.2 Expand campus engagement toward creating an inclusive, diverse, equitable, and accessible culture; Goal 3.3 Promote deeper understanding and engagement related to inclusion, diversity, equity, and accessibility (IDEA) to build broad capacity to lead and support institutional change; Goal 3.4 Eliminate achievement gaps among students; Goal 4.4 Engage students inside and outside of the classroom)
  - Two Senate Meetings and two Executive Board Meetings were held.
  - The following action item was approved by Senate:
    - Early initiation of the hiring process for 2024-2025 student leaders

- **ASWCC Clubs:** *(Goal 3.1 Strengthen cross-divisional efforts to increase students' sense of belonging, engagement, and development; Goal 3.2 Expand campus engagement toward creating an inclusive, diverse, equitable, and accessible culture; Goal 3.3 Promote deeper understanding and engagement related to inclusion, diversity, equity, and accessibility (IDEA) to build broad capacity to lead and support institutional change; Goal 3.4 Eliminate achievement gaps among students; Goal 4.4 Engage students inside and outside of the classroom)*
    - Fully Active and Chartered Clubs for Winter Quarter:
      - ASWCC Badminton Club
      - ASWCC Japanese Club
      - ASWCC Sustainable Oriented Students (S.O.S Club)
      - ASWCC Campus Christian Fellowship (CCF)
      - ASWCC Volleyball Club
      - Clubs in Progress:
  - Philosophy Club
      - Women In Cybersecurity (WiCys)
      - Native and Indigenous Student Association (NISA)
      - Astronomy Club

- **ASWCC Executive Board Advocacy and Engagement Activities:** *(Goal 3.1 Strengthen cross-divisional efforts to increase students' sense of belonging, engagement, and development; Goal 3.2 Expand campus engagement toward creating an inclusive, diverse, equitable, and accessible culture; Goal 3.3 Promote deeper understanding and engagement related to inclusion, diversity, equity, and accessibility (IDEA) to build broad capacity to lead and support institutional change; Goal 3.4 Eliminate achievement gaps among students; Goal 4.4 Engage students inside and outside of the classroom)*
    - Two Services & Activities (S&A) Budget Committees were held. Committee members approved a new scoring rubric, reviewed the Financial Code, and discussed prior committee recommendations.

- The Bylaws Review Committee held two meetings and had four students and two advisors in attendance.
- The Social Justice Committee held two meetings and discussed topics including the Safe Zone Project and Students Leading Change Conference.
- On 2/13, Planned Parenthood and Whatcom County Health and Community Services joined the ASWCC and the WCC Counseling Department for Cookies, Condoms, and Consent, a student-led event that provided confidential support and advice pertaining to dating, domestic violence, and sexual health.
- Students held two separate meetings to produce interview questions for the Vice President for Instruction Student Forum. The final forums were held on 2/12 and 2/13 and had numerous students in attendance.

WCCFT—Tresha Dutton and Barry Maxwell, co-presidents

- Mediation session with Whatcom Dispute Resolution Center WDRC): Per the ULP settlement agreement, the executive committee of the union and president's cabinet participated in a discussion with Moonwater from WDRC in February. The discussion focused on envisioning the type of collaborative working relationship we would like to develop and discussing potential obstacles to achieving it. At the end of the meeting, both parties agreed to focus on unpacking a shared experience from last year, identifying how that discussion did/did not reflect our shared interest in a collaborative working relationship. Work is underway to set the date for this next meeting, along with securing a facilitator through WDRC.
- Quarterly meetings: In February, WCCFT Co-Presidents Tresha & Barry met with Vice President Nate, interim Vice President for Student Services Kerri, and had a brief "meet and greet" with KayCee Johnson, the new Executive Director for Human Resources. Tresha & Barry also met with Vice President Steven, congratulated him on his permanent appointment to the role of Vice President for Instruction at WCC and discussed a variety of topics related to faculty.
- As has been the case throughout the year, these meetings have been productive ways to maintain open lines of communication.
- Bargaining update: Bargaining is in full swing. Proposals and counter-proposals have been shared between the Faculty and Administrative bargaining teams and weekly bargaining sessions continue. The faculty bargaining team continues to collect input from the faculty at-large so as to fully represent their interests in this bargaining process. A canvas shell was published where all faculty have access to the list of topics, proposals and counter-proposals, which is updated weekly. In addition, the bargaining committee is working closely with the bargaining team to construct proposals and provide input.

Administrative Services—Nate Langstraat, Vice President

The services provided through the Administrative Services division directly and indirectly support the four goal areas of the strategic plan.

- Budget development for 2024-25 was initiated on February 22, 2024. Messages have been sent to campus to provide the framework for the budget development cycle.

- Peter Horne and the business office have developed a payroll report that allows budget managers the ability to validate whether payroll is being correctly coded for their respective departments. This functionality was lost when converting to ctcLink.
- The initial programming effort by the Educational Specifications Design Advisory Committee for the Community Transitions Project concluded on February 26. Zervas Group Architects will consolidate the committee recommendations into a program summary and schematic design to be approved by the Bellingham Public Schools leadership before moving forward with design development.
- The schematic design for the Laidlaw Center Space Improvement Project has been reviewed by the stakeholder group and college leadership. RMC Architects will begin design development in March with a goal to generate bid documents by mid-summer 2024. Construction for this project will likely occur from October 2024 through February 2025.
- Conference and Event Services confirmed agreements for Bellingham Roller Betties 2024 season, Mt. Baker COA Meeting, Bellingham School District Leadership Team Meeting, Bellingham School District Training Sessions, Bellingham School District BPS Exec. Team Budget Meeting, Opportunity Council De-escalation Training, Bellingham School District BPA Advisory Committee Meeting, East Congregation of Jehovah's Witnesses Memorial, Native Transformations in PNW film screening, WCHCS Learning Series, Warriors Lacrosse, Chuckanut Bay Rugby & Rangers Soccer. The department will also support the following internal events: Bellingham Schools Levy Committee meetings (co-sponsorship), Street Law Tabling, Music Dept. Winter Concerts, Orientation Welcome & Student Panels, ASWCC Clothing Swap, Operational Leadership Team Meeting, Nursing Pinning Ceremony, Student Services Divisional Meeting, ASWCC Board Games, ASWCC Mario Kart, and the Running Start Info Session.
- In winter quarter 2024, the Campus Store experienced its highest ever faculty adoption and student use of the college's Inclusive Access (IA) course material program. Twelve academic course sections utilized IA for the instructional integration and delivery of their course materials. 181 students participated this winter with only 3% of those enrolled in the sections, choosing to opt-out of the IA program. Students saved $5,700 versus what they would have paid for these digital course materials if purchased direct from the publisher. Instructionally, some faculty prefer IA delivered materials because the readings and activities can be directly integrated into their Canvas learning system shell. The Campus Store expects to see continuing growth in Whatcom's IA program.

➜ **Student Services—Kerri Holferty, Interim Vice President**

- **Academic Advising & Career Services:** *(Goal 3.4 Eliminate achievement gaps among students; Goal 4.1 Expand access and invest resources for student recruitment, retention, and completion; Goal 4.2 Design and implement contact-to-completion experience touchpoints that meet the expectations and needs for students in each targeted recruitment area; Goal 4.3 Create a seamless experience for students throughout their academic journey specifically utilizing the Guided Pathways framework; Goal 4.4 Engage students inside and outside of the classroom)*
  - Director and Associate Director of Academic Advising and Career Services positions have been filled. Director started 2/16/24. Associate Director will begin 3/1/24.

- o   Basic Foods Navigator position has been filled. Navigator started 2/16/24.

- **Athletics & Recreation:** (*3.2 Expand campus engagement toward creating an inclusive, diverse, equitable, and accessible culture. 4.4 Engage students inside and outside of the classroom*).
    - o   Student Recreation Center (SRC) February facility usage was up overall compared to last year. January 2023: 2671 people accessed; February 2024 (through February 24th): 2979 people accessed.
    - o   Badminton Drop-in sessions averaged 25-30 participants each session.
    - o   HIIT (High Intensity Interval Training) Group Fitness class started 1/24. Average attendance is 6 participants per class.
    - o   Yoga Group Fitness class started 1/25. Average attendance is 10 participants per class.
    - o   SRC memberships sales are up. Winter 2023 we had 15 memberships sold. Winter 2024 we have sold 21 memberships.
    - o   3v3 intramural volleyball tournament occurred on 2/13 with 5 total teams (15 participants with 15-20 spectators).
    - o   Men's Basketball (MBB) current record is 15-12. Tied for 4th place in North Region.
    - o   Women's Basketball (WBB) is currently 7-17. Tied for 6th place in North Region.
    - o   New partnered sponsorship with The League of Women's Voters of Bellingham and Whatcom County. Banner added to Orca Field and voting link added to WCC Athletics website.
    - o   Successful Theme Night Game Day:
        - ▪   Black History Celebration: 2/7 WBB 5pm/MBB 7pm vs. Peninsula College (Collaboration w/ WCC Black Student Union & Guud Bowls).

- **Community Standards:** (*Goal 1.3 Build a collaborative culture that sets, underscores, and achieves shared mutual goals; Goal 3.1 Strengthen cross-divisional efforts to increase students' sense of belonging, engagement, and development; Goal 3.2 Expand campus engagement toward creating an inclusive, diverse, equitable, and accessible culture; Goal 3.3 Promote deeper understanding and engagement related to inclusion, diversity, equity, and accessibility (IDEA) to build broad capacity to lead and support institutional change; Goal 3.4 Eliminate achievement gaps among students.; Goal 4.4 Engage students inside and outside of the classroom*)
    - o   Updating Student Rights & Responsibilities Policy.
    - o   Collaboration with English Speakers of Other Languages (ESOL) instructor, John Toof, to provide Academic Dishonesty presentation/resources.
    - o   Collaboration with Counselors FEW: *Exploring Ways to Intervene with Students in Distress.*

- **Financial Aid:** (*4.1 Expand access and invest resources for student recruitment, retention, and completion*)
    - The 24-25 Simplified Free Application for Federal Student Aid (FAFSA) roll out from the Department of Education has encountered further delays. The Department of Education now plans to release FAFSA information to the Washington State Board at the end of March, at which point the state board will need an additional one to two months to configure our state system before releasing the FAFSA info to colleges. WCC is fortunate relative to our peer institutions, because our students can use the 23-24 FAFSA to receive financial aid for summer quarter.
- **Intercultural Services:** (*Goal 3.1 Strengthen cross-divisional efforts to increase students' sense of belonging, engagement, and development. 3.3 Promote deeper understanding and engagement related to IDEA to build broad capacity to lead and support institutional change*).
    - The Intercultural Services Department is continuing its partnership with Student Completion Coaches and TRIO to host weekly group study sessions from 1-3pm in the Simpson Intercultural Center. These study sessions are titled, IC You Study.
    - On February 1, the Simpson Intercultural Center in partnership with ASWCC Black Student Union hosted the Martin Luther King Jr. Pajama Jam, a viewing party of MLK Jr.'s "I have a dream" speech. Emi Hansen, Intercultural Center Peer Navigator led the program.
    - On February 2, the Simpson Intercultural Center Peer Navigators participated in a training on student retention strategies. Yusuke Okazaki, Associate Director for Intercultural Services led the training.
    - On February 7, the Simpson Intercultural Center and the ASWCC Black Student Union, in partnership with Orca Athletics Department hosted a Black History Month Recognition Basketball game.
    - On February 8 and February 16, the Simpson Intercultural Center Peer Navigators participated in a viewing and discussion of the documentary, "Stamped from the Beginning." Yusuke Okazaki, Associate Director for Intercultural Services led the discussion.
    - On February 21, the Simpson Intercultural Center hosted an event called De-Stress with Intercultural Center Peer Navigators. This event was an opportunity for students to take a break from studying for Midterms and play games, grab snacks and relax.
    - On February 28, the Simpson Intercultural Center hosted a Talkin' Stories on Dr. Ibram X. Kendi's work, *Stamped from the Beginning: The Definitive History of Racist Ideas in America*. A discussion of the main topics and themes from the documentary included the invention of blackness and whiteness, as well as breaking down the myth of assimilation, the white savior, and the black criminal.

Yusuke Okazaki and Simpson Intercultural Center Peer Navigators led the discussion.

- **K-12 Partnerships:** (*1.1 | Strengthen collaborations with local K-12 educators so that Whatcom is known as the preferred choice for students. 1.2 | Expand and strengthen relationships with industry, education and community partners. 1.3 | Build collaborative culture that sets, underscores, and achieves shared mutual goals. 1.4 | Share college and student success stories with internal and external communities. 3.4 | Eliminate achievement gaps among students. 4.1 | Expand access and invest resources for student recruitment, retention, and completion. 4.2 | Design and implement contact-to-completion experience touchpoints that meet the expectations and needs for students in each targeted recruitment area.*)
  - Held Running Start Information Sessions for prospective students and families.
    - Wednesday, February 7, 2024 (Zoom) -30 students
    - Wednesday, February 21, 2024 (in-person) - 24 students

- **Orca Central Operations:** (*1.3 Build a collaborative culture that sets, underscores, and achieves shared mutual goals; 4.1 Expand access and invest resources for student recruitment, retention, and completion; 4.3 Create a seamless experience for students throughout their academic journey specifically utilizing Guided Pathways framework*)
  - As of February 26, 613 mid-quarter alerts have been submitted by faculty to connect student with support. Pod Leaders, Running Start Advisors, International Programs, and Workforce Funding programs are doing outreach to these 613 students to provide resources, guidance, and create success plans.
  - $9,325 has been awarded in student emergency funding in the month of February with the primary need being housing.
  - Orca Central has served more than 700 students, in person, during the month of February for advising, financial aid, transitional learning, etc. Many more students have been served via phone and email.

- **Outreach and Admissions:** (*1.3 Promote student access through quality services and resources; 4.2 Increase college enrollment and secure resources for the continued viability of the College*)
  - Met with 200+ prospective students at the Bellingham High School Winter Blast, including parents interested in returning to college to complete their degrees.
  - Hosted an evening community open house at the Bellingham Public Library on February 29th to give prospective adult students an opportunity to learn about WCC and submit their application.
  - Met with the Principal and Vice Principal at Ferndale High School and secured their support for WCC staff to deliver a College 101 workshop in all senior English classes on March 7 and 8.

- **Records and Registration:** (*1.3 Promote student access through quality services and resources; 3.4 Revise policies, practices, services, and curricula from an equity-based lens)*
    - o Planning for Commencement has begun. Commencement is scheduled for June 14th at 6:30pm. Students can RSVP via the Commencement webpage.
    - o Conducting outreach to remind eligible students to apply for Graduation. Students can now submit their application to graduate in ctcLink thanks to a new process pioneered by Carolyn Jovag and Katherine Lolkema of the graduation department.
    - o Working on the 2024-25 catalog with a goal of publishing it August 1, 2024.

- **Student Life & Development:** *(1.3 Promote student access through quality services and resources; 2.1 Increase collaboration and communication to serve collective needs across the College)*
    - o 2023 Student Leaders being served: 5 Executive Board Members, 4 Engagement Team and Event Support Members, 5 Senators
      2024 Student Leaders being served: 5 Executive Board Members, 10 Engagement Team and Event Support Members, 10 Senators
    - o Orca Food Pantry Usage in Winter 2024:

Students visiting food pantry (unduplicated headcount)

Month	Winter 2024	Winter 2023	Change from Winter 2023	% change from Winter 2023
January	150	156	-6	-4%
February	172	128	44	34%

    - o In January and February, Office of Student Life and Development saw 165 visits to from students and campus community members. The reason for visits included requests for Campus Posting: 11, Student Leadership Application Inquiries: 26, Event Inquiries: 12, Club Inquiries: 27, Food Pantry inquiries: 10, and 79 other visits for miscellaneous requests or meetings with a staff member in the office.
    - o Weekly Blender Events are engaging students in the Syre Student Center. Some events include the Weekly Mingle where students can come together each week for crafts, snacks, and games. Average attendance has been between 15-20 students each week in the month of February.
    - o The Student Life Engagement Team has been increasing visibility of campus activities on social media and campus bulletin boards. During December and January, the team added Club and Union specific bulletin boards.
    - o For finals relief in fall 2023, we saw a total of 159 students over a period of four days as they visited to partake in snacks, study tools, and hot beverages.

- **Student Success Coaching:** *(Goal 3.4 Eliminate achievement gaps among students; Goal 4.1 Expand access and invest resources for student recruitment, retention, and completion; Goal 4.2 Design and implement contact-to-completion experience touchpoints that meet the expectations and needs for students in each targeted recruitment area; Goal 4.3 Create a seamless experience for students throughout their academic journey specifically utilizing the Guided Pathways framework; Goal 4.4 Engage students inside and outside of the classroom)*
    - Madison Tuck, Student Success Coach, started her role on January 16.

- **Student Success Technology:** *(Goal 4 Deliver educational experiences that foster improved student success)*
    - Joseph Santos, Student Success Technology Specialist, hosted 2 workshops for Professional Development Day:
        - One on Microsoft 365 apps Power Automate & Microsoft Forms, very well attended, only 2 empty seats.
        - One as a Starfish open lab, that had only 2 attendees, we still went through the workshop though.
    - Hosted the first of now ongoing Customer Relationship Management (CRM) platform trainings in collaboration with Orca Central & Outreach to help begin establishing business practices that the college can use regardless of "brand" of CRM system we have in place.

- **TRIO Student Support Services:** *(Goal 3.4 Eliminate achievement gaps among students; Goal 4.1 Expand access and invest resources for student recruitment, retention, and completion; Goal 4.2 Design and implement contact-to-completion experience touchpoints that meet the expectations and needs for students in each targeted recruitment area; Goal 4.3 Create a seamless experience for students throughout their academic journey specifically utilizing the Guided Pathways framework; Goal 4.4 Engage students inside and outside of the classroom)*
    - 155 students served in our 2023-24 cohort and have met our grant objective of serving 140 students by August 31, 2024.
    - TRIO 101, a 9-week workshop series helps students understand their learning styles and create systems for academic success. Target audience = TRIO students who are new to WCC this fall or who have a cumulative GPA below 2.0.
    - Partnering with the Intercultural Center to host weekly group study sessions in the IC during fall quarter.
    - Continued work on our TRIO sensory room and TRIO gender-affirming professional career closet, where students can find free clothing to help set them apart for an interview, internship, career fair, or any other event in their lives.

- Hosted a successful TRIO Open House event to celebrate our new space on campus. 70 + people were in attendance. Received many new applications.

- **TRIO Upward Bound:** *(Goal 3.4 Eliminate achievement gaps among students; Goal 4.1 Expand access and invest resources for student recruitment, retention, and completion; Goal 4.2 Design and implement contact-to-completion experience touchpoints that meet the expectations and needs for students in each targeted recruitment area; Goal 4.3 Create a seamless experience for students throughout their academic journey specifically utilizing the Guided Pathways framework; Goal 4.4 Engage students inside and outside of the classroom)*
  - Current Upward Bound Numbers: serving 53 students in this 2023-24 cohort, meeting the grant objective of serving 60 students by August 31, 2024.
  - Upward Bound Career & Academic Advisor, Christina Fernandez, continued to serve our Upward Bound students in the schools three times a week with advising sessions, workshops, and recruitment.
  - Continued focus on workshops for creating FAFSA accounts with seniors and help with finding available scholarships

➜ **Instruction— Steven Thomas, Vice President**

- **Cybersecurity Center Grant Activities** (*1.1 Strengthen collaborations with local K-12 educators so that Whatcom is known as the preferred choice for students; 1.2 Expand and strengthen relationships with industry, education, and community partners; 1.3 Build a collaborative culture that sets, underscores, and achieves shared mutual goals; 1.4 Share college and student success stories with internal and external communities; 1.5 Leverage external resources and partners to support student success and workforce-driven outcomes; 2.1 Enhance and expand innovative teaching and learning practices that result in a high-return, high-quality education for all students; 2.2 Increase applied learning opportunities for students; 2.3 Model leadership in environmental sustainability and its intersection with human, social, and economic impacts; 4.1 Expand access and invest resources for student recruitment, retention, and completion; 4.2 Design and implement contact-to-completion experience touchpoints that meet the expectations and needs for students in each targeted recruitment area; 4.3 Create a seamless experience for students throughout their academic journey specifically utilizing Guided Pathways framework; 4.4 Engage students inside and outside of the classroom.)*

  The National Cybersecurity Center Grant Activities map to ALL activities in WCC Mission & Strategic Plan Goals 1, 2 & 4. They also map directly to the National Cybersecurity Strategy and National Cybersecurity Workforce and Education Strategy.

  - **National Cybersecurity Training & Education Center (NCyTE)**

    - On February 6, 2024, NCyTE staff attended the NICE Framework Integrators Meeting. This was an invitation only meeting with the purpose of engaging

with current integrators of NICE Framework components (Work Role Categories, Work Roles, Competency Areas, and Task, Knowledge, and Skill (TKS) statements) to discuss future version and release plans, and to learn directly from attendees about how to best make the NICE Framework content available for current and future use. The meeting was facilitated by MITRE Corporation.

- NCyTE held two Faculty Fellowship Program Orientations on February 9th & 21st. The NCyTE Community College Cybersecurity Fellowship Program aims to expand and diversify U.S. cybersecurity community college faculty by offering current or recently graduated bachelor's or master's degree students an introduction to the career path of teaching cybersecurity in a community college setting. The program comprises three workshops totaling 56 hours of training, including an orientation session, a Microsoft 21st Century Skills workshop, and a Cybersecurity Fundamentals Bootcamp, along with a teaching assistant role at a community college.
  This year, 55 candidates were selected through an application process. The first workshop took place in February 2024 with 47 participants attending one of two orientation sessions. These 4-hour sessions provided an overview of community college education, program expectations, schedule details, and commitments. The next workshop, the 16-hour "Microsoft 21st Century Skills: Classroom Management, Methods, and Pedagogy Workshop," is scheduled to begin on March 29, 2024.

- On February 13th, NCyTE and CCNC Sr. Director Michele Robinson attended The Official Cybersecurity Summit, Silicon Valley connecting with IT leaders in the cybersecurity industry, FBI InfraGard and critical infrastructure sectors. She was able to promote awareness of and potential participation in NCyTE's Cybersecurity Across Disciplines planned 2024 event which will bring together critical infrastructure sector owners and operators and academia for faculty development and curriculum design knowledge exchange.

- On February 14th, 2024, NCyTE and CCNC Sr. Director Michele Robinson met with Peninsula College Leadership to share information about the NCyTE's CAE Candidate application support program and Tribal community of practice engagement practices and initiatives.

- NCyTE's February 16th, 2024 Monthly Member Meeting topic was "Artificial Intelligence (AI) Trainer Toolkit." One hundred thirty-six (136) registered for the meeting, 57 from community colleges and universities attended, and 12 who may have missed the live virtual meeting viewed the on-demand recording.

- NCyTE held two Virtual Cybersecurity Career Challenge Information Sessions for students on February 12th and 13th. Sixty-five students from community colleges and universities across the nation attended. Of those, 24 students were from a community college and two were from a university in

Washington state.

- NCyTE's Virtual Cybersecurity Career Challenge begins on March 4th. Thirty-eight students were selected from 53 applications, 17 of them are from a community college in the state of Washington. Overall, 23 of the students are from community colleges and 15 are from a university. The ten-week challenge will conclude with student presentations on the week of May 9th.

- February 26th through 29th, NSF conducted a virtual site visit and evaluation of the NCyTE's grant award #2054724. NCyTE Sr. Director, Michele Robinson, other NCyTE staff and WCC's Grant Director and Business Office representatives responded to requests for information and documents, and fielded questions to support the standard recurring evaluation. A report with recommendations may follow.

  o **CAE Candidate National Center (CCNC)**

  - The CCNC Director, Stephen Troupe, and Sr. Director Michele Robinson attended the CAE National Centers Meeting on February 6-7, 2024.

  - The CCNC conducted a workshop at Highline Community College on Feb 9th, 2024 for institutions located within the US Western region interested in pursuing a CAE Cyber Defense Designation. This workshop was a collaborative effort between the CCNC (CAE Candidates National Center), NCyTE (National Cybersecurity Training & Education) Center, and CCOE (Cybersecurity Center of Excellence of Washington State), and Highland Community College under the shared goal of strengthening the cybersecurity workforce pipeline through collaboration, education, and community.

  - The CCNC Director, Stephen Troupe, will attend a meeting with the Office of the National Cyber Director (ONCD) and the National Security Agency Program Office at the February 28th Norfolk Historically Black Colleges and Universities (HSBU) Roundtable hosted at Norfolk State University, Virginia. CCNC was asked to present information to HSBUs on the CAE Candidate assistance program and what HSBU's need to obtain the prestigious CAE-C designation.

- **WA State Cybersecurity Center of Excellence (CCoE)**

  - Cyber Range Curriculum Workshop. On February 8th, 2024, at the invitation of Cybersecurity CoE, 28 faculty from across Washington gathered for a Cyber Range Curriculum Workshop hosted at Highline College. Cyber Range Poulsbo is a free and remotely accessible platform where cybersecurity and IT students gain hands-on practice. Exercises, labs, and challenges are designed to elevate the skills of graduates as they enter the workforce and begin protecting real-world business data from cyber threats. The workshop featured hands-on training, lab reviews, and lab development.

Among the diverse group of participants were representatives from technical and community colleges, and universities. These included several minority groups including women, Asians, and African Americans. One of the female instructors often introduces cybersecurity concepts to high school students who visit her college. She plans to build introductory labs for this demographic too.

- *Black History Month Event – Bridging the Great Divide.*
  On February 23rd, CCoE Director Brent Lundstrom moderated a panel consisting of college students and instructors for a Black History Month event titled "Bridging the Great Divide," held at the Microsoft Campus. The CCoE collaborated with Microsoft, Cyversity, and the Breakfast Group to inspire over 100 high school students from Seattle Public Schools, showcasing the myriad opportunities and pathways within the cybersecurity and technology sectors. The event achieved success in commemorating the invaluable contributions of Black and Brown individuals in STEM and nurturing meaningful mentorship connections with the upcoming generation of cybersecurity students and industry professionals.

�§ **Marketing and Communications – Rafeeka Kloke, Executive Director for the Office of the President**

Communications, Marketing and Publications Programs & Campaigns*:* 1.4 | Share college and student success stories with internal and external communities. **3.1** | Strengthen cross-divisional efforts to increase students' sense of belonging, engagement, and development. **3.2** | Expand campus engagement toward creating an inclusive, diverse, equitable, and accessible culture. **3.3** | Promote deeper understanding and engagement related to IDEA (Inclusion, Diversity, Equity, and Accessibility) to build broad capacity to lead and support institutional change. **4.1** | Expand access and invest resources for student recruitment, retention, and completion. **4.4** | Engage students inside and outside of the classroom.

Social media Organic Analytics: Top three performing Social Media engagement posts from February 1-29, 2024

Throwback Thursday Post

Instagram Post Reach: 744

Instagram Post Likes: 58

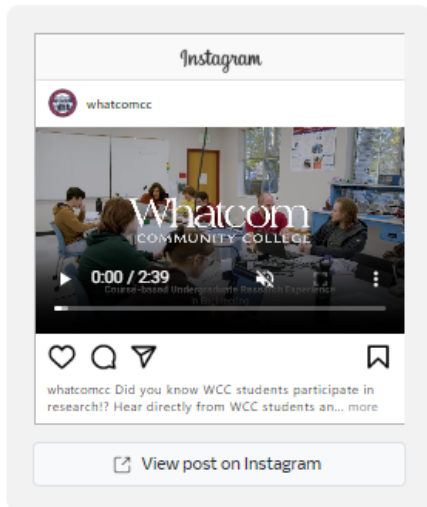Instagram Post Comments: 1

Instagram Post Shares: 1

Caption:

It's #ThrowbackThursday!

In 1972, WCC worked with the YMCA to offer a 12-credit 6-week bicycle tour around Europe.

To learn more WCC's history and see more fun photos from the archives, visit whatcom.edu/history.

co

CURES video – Engineering

Instagram Post Reach: 724

Instagram Post Likes: 52

Instagram Post Impressions: 805

Plays: 1.4k

Caption: Did you know WCC students participate in research!? Hear directly from WCC students and instructors about Course-based Undergraduate Research Experiences (CUREs) at Whatcom Community College!

Commencement 2024 post

Facebook Post Reach: 1.1k

Facebook Post Likes: 30

Facebook Post Impressions: 1.1k

Facebook Post Shares: 6

Caption:

Dear Class of 2024,

GREAT NEWS!
This year's Commencement Ceremony will be on
Friday, June 14, 2024, 6:30 p.m. on Orca field.
Let us celebrate with you at this year's Commencement
Ceremony.
All 2023-2024 eligible graduates are invited to attend.
BE SURE TO RSVP!
Complete all required steps below:
1. Be counted - Apply for Graduation, Reserve your seat,
RSVP by May 31, 2024
2. What to wear? The link to order your cap and gown is
available on the 2024 Commencement Ceremony
webpage: whatcom.edu/commencement. Be sure to order
your cap and gown by May 23. BAS cap and gown order
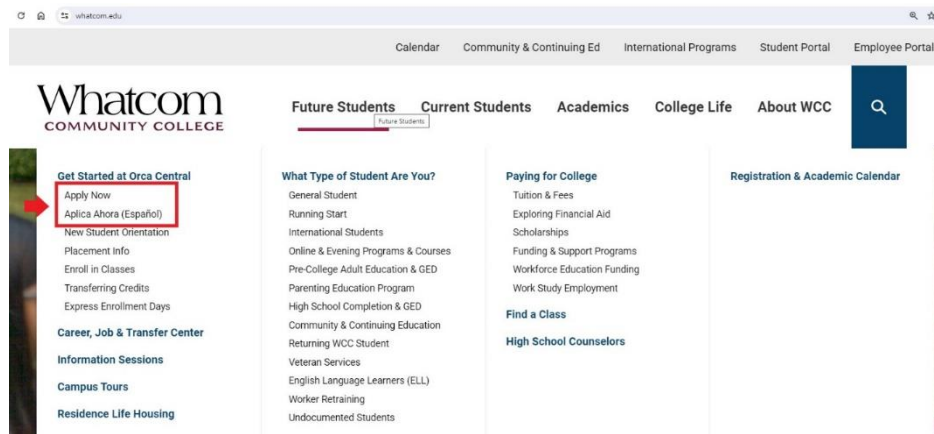deadline is May 9.
Kindly,
Registration & Records Services Team
Questions? Email: graduation@whatcom.edu

Significant Web Updates:

- New page-Student Spotlight page: https://www.whatcom.edu/college-life/student-spotlight
- Activation of Aid Form: https://www.whatcom.edu/future-students/paying-for-college/exploring-financial-aid/activation-of-aid-form
- WCC is one of the few colleges in the CTC system that feature Spanish in the top navigation with accompanying Spanish translation of the page.

- Black History Month Web page Banner on homepage and art/history information on Intercultural Services Information and Resources page (MarComm department worked directly with students to help them learn how to create a project like this with correct attribution): https://www.whatcom.edu/about-wcc/diversity-equity-and-inclusion/intercultural-services

Campaigns/Events/Projects/Publications completed or in development - for a variety of events and programs (includes social media, campus screens, online marketing, print, streaming ads, tv spots, print):

- **February social media and campus screen Campaigns**:
    - Prof Tech Info Sessions
        - Substance Use Disorder Professional
        - BAS Social Work
        - BAS Applied Business Management
        - Associate in Nursing
        - Physical Therapist Assistant (PTA)
        - Massage Therapist
        - Nursing
        - Medical Assisting
        - Visual Communications
    - Running Start Info Sessions
    - Express Enrollment
    - Engineering in Context
    - Student Run Help Desk
    - HIIT class and Yoga for Wellness
    - Digital Download and Guys & Guts
    - Cardboard Confections
    - Orca Pickleball Spring Classic Tournament 2024
    - Commencement/Graduation
    - Voter Friendly Campus
    - MFA (multi-factor authentication) campaign
    - Opt-in for text campaign
    - New Student Orientations
    - Physical Therapist Assistant (PTA) Accepting Applications

- o Outreach Open House

- **Campus Services/Resource promotions:**
  - o Lana Frazier Legacy award promo check

- **Student Services:**
  - o 6 Steps Sheet
  - o Update welcome banners outside of Orca Central
  - o Outreach and Admissions Open House (flyers, FIN, social media)
  - o Orca Food Bank Poster

- **Foundation:**
  - Stewardship report templates
  - WCC Foundation Scholarships campaign (website banner, social media, FIN)

- **Paid Online Marketing Campaigns:**
  - o Professional Technical social media campaign (PTA, MA, Massage Therapy, Criminal Justice, CIS, Cyber Security, Software Development)
  - o Running Start email list/social media campaign
  - o Physical Therapist Assistant email list campaign
  - o Bachelor of Applied Science in Social Work email list/social media campaign

- **Communication & Marketing:**
  - o Spring Quarterly Schedule publication. In mailboxes: February 29
  - o Spring/Summer Playbook in progress. Content due: Publish date: April 6

- **College Events (programs, flyers, and other materials):**
  - o Employee Appreciation Day
  - o Professional Development Day

- **Photos Shoots**
  - o Employee Appreciation Photoshoot – February 14, 2024
  - o Cardboard Confections (Student artwork) – February 14, 2024
  - o International Cultural Fair – February 15, 2024
  - o Nursing students – February 15, 2024
  - o Photoshoot – February 20, 2024

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)*

- **WCC in the News:**
  - o WCC Student Spotlight Page Is Live!:
    https://www.whatcom.edu/Home/Components/News/News/5690/17

Foundation

1.2 Expand and strengthen relationships with industry, education, and community partners. 1.4 Share college and student success stories with internal and external communities. 1.5 leverage external resources and partners to support student success and workforce-driven outcomes.

- **Fundraising**
  - **Fiscal year-to-date:** $553,599 has been raised: $346,031 has been received and $207,568 in outstanding pledges including:

    - $457,096 has been raised toward the FY '23-'24 Scholarship Campaign*, including:
      - $9,000 gift to establish the Bellingham Lions Club Annual Scholarship Fund
      - $5,000 gift from Patty and Frank Imhof for general scholarships
      - Numerous small gifts towards scholarships

    - The Annual Fall Fundraising Appeal ended on February 29th and raised **$387,214 in gifts and pledges** including:
      - Anna Harris Fall Appeal Campaign has raised $4,600
      - The Carmichael Clark Holiday Appeal raised $3,500.00 for scholarships from 15 donors.

      *Includes Fall Appeal gifts designated for scholarships

  - **Programs**
    - The Scholarship Program has 285 student applications in progress and will continue accepting applications through mid-April
    - To make it easier for students to ask questions and get assistance while completing their scholarship application, the WCC Foundation staff continues to host weekly 'Office Hours' in the Writing Center through winter quarter and has assisted numerous students.

  - **Events**
    - **Foundation & Financial Aid Scholarship Info Session**

- On February 13th Laurel Messenger and Laurie Comley of Financial Aid hosted a with scholarship information session with easy 'how-to-apply' information for students. Numerous students took advantage of the opportunity, and many had great questions.

  o **Staff Appreciation Coffee & Pastries Event**
    - On February 14th the Foundation provided the funding for the beverages and pastries during this event to demonstrate appreciation for the dedication and important work of the WCC faculty and staff.

  o **Professional Staff Development Day**
    - Foundation Board member Bruce Burpee presented a $5,000 gift to President Kathi Hiyane-Brown to establish the Lana Frazier Legacy Award in honor of longtime employee Lana Frazier.
    - The WCC Foundation provided gift baskets for a staff raffle during the event.