

MEMBERS:

- ➔ Sue Cole
Chair
- ➔ Tim Douglas
Vice Chair
- ➔ Barbara Rofkar
- ➔ Chuck Robinson
- ➔ Steve Adelstein

Reasonable accommodations will be made for persons with disabilities if requests are made at least seven days in advance. Efforts will be made to accommodate late requests. Please contact the President's Office at 360.383.3330 (or TDD at 360.647.3279)

**NEXT MONTH'S
MEETING REMINDER**
Board Retreat
Tuesday and
Wednesday,
August 13-14, 2013

- I. Call to Order, Approval of Agenda, and Notice of Public Comment Time
- II. Strategic Conversations
 - ➔ WCC Foundation Update (*Goal 5: Strengthen the College's ability to deliver its mission*)—Anne Bowen, Executive Director of Advancement and Foundation
- III. Consent Agenda (Calendar)
 - a. Minutes of June 12, 2013 Board of Trustees (Attachment A)
 - b. Minutes of July 1, 2013 Special Session of the Board of Trustees (Attachment B)
- IV. Action Items
 - ➔ Pavilion Expansion Cost Proposal (1st reading, possible action)
 - ➔ Proposed 2013-2014 WCC Operating Budget (1st reading, possible action)
Note: Will be included only if legislature has a budget by June 30
- V. Report from the President
- VI. Reports
 - ➔ WFSE – Carolyn Jovag, Representative
 - ➔ Administrative Services –Vice President Nate Langstraat
 - ➔ Educational Services – Vice President Trish Onion
 - ➔ Instruction – Vice President Ron Leatherbarrow
 - ➔ Advancement/Foundation – Anne Bowen, Executive Director
- VII. Discussion / Items of the Board
 - ➔ Draft Institutional Master Plan (1st reading)
 - ➔ August Board Retreat –
 - Draft Agenda Review
 - Evaluation Instrument
- VIII. Public Comment
- IX. Executive Session*
 - ➔ (i) counsel regarding potential litigation
 - ➔ (g) personnel
- X. Adjournment

***The Board of Trustees may adjourn to a closed 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...
- Action from the Executive Session may be taken, if necessary, as a result of items discussed in Executive Session.**

CONSENT AGENDA

- a. Minutes of June 12, 2013 meeting of the Board of Trustees (Attachment A)
- b. Minutes of July 1, 2013 Special Session of the Board of Trustees (Attachment B)

SUGGESTED RESPONSE

The chair reads out the letter of the consent item. 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

Laidlaw Center Board Room

Wednesday, June 12, 2013

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Sue Cole, Chuck Robinson, Steve Adelstein, and Tim Douglas, constituting a quorum. Others present included President Kathi Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Trish Onion, Vice President for Educational Services; Anne Bowen, Executive Director for Advancement and Foundation; and Keri Parriera, Executive Assistant to the President.

TOUR OF BUILDING

The meeting was recessed for approximately 45 minutes as Vice President Nate Langstraat provided a guided tour of the Health Professions Education Center. At the conclusion of the tour, trustees and attendees reconvened in the LDC Boardroom at 2:45 p.m. Joining the meeting were Kerena Higgins, Assistant Attorney General; Carolyn Jovag, WFSE Representative; and Britton Johnson, ASWCC President.

ACTION TO ACCEPT AGENDA

- ➔ Trustee Steve Adelstein moved to approve the meeting agenda as proposed. It was seconded by Trustee Tim Douglas and the **motion was approved unanimously**.

Trustee Barbara Rofkar announced that there is a designated time for public comment on the agenda.

INTRODUCTION OF GUESTS

- ➔ Brandon Johnson, ASWCC President, introduced the newly appointed student government leaders for the 2013-14 academic year:
- President: Lucas Nydam
 - Vice President: Marco Morales-Mendez
 - Director for Operations: Alicia (Allie) Smith
 - Director for Clubs and Outreach: Jessica Duncan
 - Campus Leadership Coordinators: Justin Ferguson, Koran Malhotra, Abram Gates, and Alitzel X Jimenz Fonseca

SPECIAL STUDENT PROJECT PRESENTATION

- ➔ Math Faculty, and Engineering Club Advisor Russ Sherif, and Jackson Pennell, President of the Engineering Club, presented a YouTube clip of the club's project "Stratoballoon." Jackson spoke about the Engineering Club and this project that they developed, which was a unique opportunity to apply the skills they learned in class. The video was enjoyed by the Board.

STRATEGIC CONVERSATIONS

- ➔ Budget Update (*Goal 5.1. Create and manage growth through fiscal, capital, technological and human resource development*)—Vice President Nate Langstraat

Nate noted that the legislature was unable to establish a state operating budget at the conclusion of their special session, which ended on June 11. Governor Inslee has mandated another 30-day special session beginning today. The state's revenue forecast will be presented on June 27.

Through PowerPoint slides, Nate presented Whatcom's estimated operating budget for 2013-2014, which is based on conservative projections for revenue streams and expenses. Since WCC is unable to bring a proposed operating budget forward for Board review, it was recommended that the Board issue a resolution to continue the WCC 2012-2013 Operating Budget.

ACTION

- ➔ **TAB A -- TAB A -- Proposed Resolution Authorizing Continuation of the 2012-13 WCC Operating Budget (first reading, possible action)**
 - Trustee Steve Adelstein moved to approve Resolution 13-01, which authorizes the College President to proceed with normal operations of the College using available funds or legislative appropriations until September 1, 2013, or until formal adoption of the 2013-2014 College Operating Budget by the Board of Trustees, whichever event occurs first.
 - The motion was seconded by Trustee Sue Cole and the **motion was approved unanimously.**

CONSENT AGENDA

- ➔ **Consent Agenda (Calendar)**
 - (a) Minutes of April 17, 2013 Board of Trustees Retreat (Attachment A)
 - (b) Proposed List of Graduates from Winter Quarter 2013 (Attachment B)

Chair Rofkar stated: "If there are no objections, these items will be adopted." As there were no objections, **these items were adopted.**

ACTION -- CONTINUED

- ➔ **TAB B – Proposed Student Bylaws Revisions (first reading)**
Vice President Trish Onion called upon Britton Johnson, ASWCC President to introduce this topic. Britton introduced Morgan Cyprien, student government bylaws representative, and shared that Morgan and her student work group have worked long and hard with advisors and

the College's legal counsel on the development of these bylaws.

Morgan presented on the history of the bylaws development process and fielded questions by the Board.

- Trustee Sue Cole moved to approve the proposed ASWCC Bylaws as submitted. The motion was seconded by Trustee Chuck Robinson and the **motion was approved unanimously.**

➔ **TAB C – Proposed ASWCC Services and Activities Budget 2013-14 (first reading)**

Brian Gonzalez and Justin Ferguson, representatives of the ASWCC Budget Committee, presented the proposed 2013-14 ASWCC Services and Activities Budget 2013-14 and fielded questions by the Board.

- Trustee *Tim Douglas* moved to approve the Proposed 2013-2014 ASWCC Service and Activity Fee Budget as submitted. The motion was seconded by Trustee Sue Cole and the **motion was approved unanimously.**

The Board thanked all of the students for their extensive and impressive work on both of these projects.

PRESIDENT'S REPORT

- ➔ Mary Vermillion, WCC's Public Information Officer, was thanked for her work on the student stories, which were published in the Bellingham Herald this week.
- ➔ Congratulations go to Trustee Tim Douglas. In a letter received yesterday from Governor Inslee, Tim was appointed to a second term as Trustee of Whatcom Community College's Board of Trustees, October 1, 2013 through September 30, 2018.
- ➔ The end-of-year events have been very rewarding, and President Kathi thanked the trustees for their representation at the events they attended. President Kathi spoke about the Running Start reception, the Retiree Reception, the Honors and Awards Ceremony and tonight's Pinning Ceremony.
- ➔ Friday evening will be the Commencement Exercises and all the trustees plan to participate.
- ➔ President Kathi attended a reception for President Lee Lambert of Shoreline, who has accepted the position as Chancellor at Pima Community College in Tucson, Arizona. Additionally, North Seattle Community College President Mark Mitsui has been selected to serve as Deputy Assistant Secretary for Community Colleges in the U.S. Department of Education.
- ➔ President Kathi shared that Whatcom received notification that it was awarded a \$100,000 grant to implement the IPAS, an integrated advising program. Only 10 colleges from across the nation were selected. Thanks to Ed Harri, Anne Marie Karlberg and Ward Naf for their work on this project.

- ➔ The Foundation Board of Directors approved a proposal to restructure the Foundation Operations by adding the employee position of operations manager. This will allow Anne Bowen the flexibility to devote her time to fundraising activities.

Note: Kerena Higgins, Assistant Attorney General, excused herself from the meeting at this time.

- ➔ President Kathi and Vice President Leatherbarrow spoke about the five proposed transfer degrees that Bellingham Technical College is filing with the State Board: an Associate of Science in Mechanical, Manufacturing, or Plastics; an Associate of Science in Electronics; an Associate in Technology; an Associate in Business; and an Associate in Pre-Nursing. Whatcom Community College has contested the proposed transfer degree in Business. We requested a formal hearing to clarify our position and concerns about the proposed degree. The degree is a duplication and will compete with Whatcom Community College's degree.

ACTION -- CONTINUED

- Trustee *Tim Douglas* moved to approve the President to seek outside counsel, if necessary, to represent the interests of Whatcom Community College in this matter. The motion was seconded by Trustee Chuck Robinson and the **motion was approved unanimously**.

Note: Kerena Higgins, Assistant Attorney General, returned to the meeting at this time.

- ➔ The Health Professions Education Center will host an open house sometime in the fall after classes begin.
- ➔ President Kathi will participate in a conference call tomorrow morning with the system presidents and Marty Brown, SBCTC Executive Director, to discuss contingency planning for state agency operations on July 1, if a state operating budget as not been provided by the legislature by that date.

REPORTS

- ➔ **ASWCC** – Britton Johnston, President
 - Not in attendance
- ➔ **WCCFT** – Kimberly Reeves, President
 - Not in attendance
- ➔ **WSEA** – Carolyn Jovag, Representative
 - Carolyn said that the Classified Union concurs with the concerns of not having a state operating budget at this time.
- ➔ **Administrative Services** – Nate Langstraat, Vice President
 - Nate shared that Student Recreation Center Remodel project is over budget due to city-required additions of site work on storm water retention and improvement. The

Programing Team has been reviewing options to reduce the \$1.3 million overage, and will pursue additional revenue stream options so that this project can move forward.

- ➔ **Educational Services** – Trish Onion, Vice President
 - Nothing to report.
- ➔ **Instruction Office** – Ron Leatherbarrow, Vice President
 - Nothing to report.
- ➔ **Advancement/Foundation Office** – Anne Bowen, Executive Director
 - Nothing to report.

PUBLIC COMMENT

- ➔ Chair Rofkar called for public comment. There was none.

BREAK

- ➔ The meeting recessed for a 5-minute break at 4:30 p.m. and reconvened into open session at 4:35 p.m.

EXECUTIVE SESSION

- ➔ At 4:35 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately 30 minutes, as provided for in RCW 42.30.110 (1) to “(g)...to review the performance of a public employee; and to discuss collective bargaining..; and (c)...to consider the minimum price at which real estate will be offered for sale or lease...” Chair Rofkar announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Vice Presidents Ron Leatherbarrow and Nate Langstraat, and Assistant Attorney General Kerena Higgins.

The Executive Session was extended at 5:05 p.m. for approximately 30 additional minutes.

- ➔ The Executive Session adjourned at 5:24 p.m. and the Board reconvened into open session at 5:24 p.m.

DISCUSSION/TACTC/ITEMS OF THE BOARD

- ➔ TACTC Meeting Update
 - Trustee Tim Douglas reported that the evaluations of the Spring TACTC Conference were good and the program was well received.
 - Election of 2013-2014 Board Officers
 - Trustee Chuck Robinson nominated Trustee Sue Cole for the position of Chair. The nomination was seconded by Trustee Tim Douglas, and was approved by unanimous vote of the Board.

- Trustee Steve Adelstein nominated Trustee Tim Douglas for the position of Vice Chair. The nomination was seconded by Trustee Sue Cole, and was approved by unanimous vote of the Board.
- Trustee Barbara Rofkar was recognized and thanked for her year of service as Board Chair; a gift was presented.
- Board Retreat August 13-14
 - Items for the agenda were discussed.
- ACCT in Seattle October 2-5
 - Reservations and attendance were discussed.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 5:36 p.m.

Whatcom

COMMUNITY COLLEGE

MINUTES

SPECIAL EXECUTIVE SESSION OF THE BOARD OF TRUSTEES

Laidlaw Center Board Room

Monday, July 1, 2013

3:00 p.m.

- **CALL TO ORDER** Chair Sue Cole officially called the Special Executive Session Board of Trustees meeting to order at 3:00 p.m. Present in addition to the chair were trustees Barbara Rofkar, Chuck Robinson, Steve Adelstein, and Tim Douglas, constituting a quorum. Guests present included President Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Ed Harri, Dean for Instruction, and Lisa Wochos, Assistant Attorney General.
- Trustee Sue Cole announced that this was a closed Executive Session of the Board for approximately one hour to discuss the performance of a public employee and to discuss with legal counsel matters involving attorney/client privilege (as provided by RCW 42.30.110 (1)), and that no action was anticipated.
- The Executive Session was extended at 4:00 p.m. minutes for approximately 30 additional minutes.
- The Executive Session adjourned at 4:30 p.m. and the Board reconvened into open session at 4:30 p.m.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 4:30 p.m.

Chair of the Board

Date

President and Secretary of the Board

Date

MEMORANDUM

Associated Students of Whatcom Community College



TO: Whatcom Community College Board of Trustees

FROM: Associated Students of Whatcom Community College Student Recreation Center Committee

DATE: Wednesday, July 10, 2013

RE: Additional S&A funding allocation to Student Recreation Center Committee

On behalf of the students of Whatcom Community College, we recommend the college allocate additional funds from the S&A fund balance not to exceed an additional 1 million dollars to the Whatcom Community College Student Recreation Center project in order to ensure the scope of the project meets current and future students' needs.



MEMORANDUM

Office of the President

TO: WCC Board of Trustees

FROM: Kathi Hiyane-Brown, College President

DATE: Wednesday, July 3, 2013

RE: **Fiscal Year 2013-2014 College Operating Budget**

The 2013-2014 Whatcom Community College operating program and budget was developed in accordance with the priorities developed in the College's strategic plan. The Budget Review Committee is to be commended for its work in discussing budget-related issues, priorities, and strategies as they were presented and fulfilling its charge by communicating budget information to colleagues. The Committee reviewed and supports the budget development methodology used for FY14.

Whatcom's target for state allocated students is slightly changed from the 2012-2013 fiscal year, indicating only some revisions in the Worker Retraining FTE. The budget was developed to serve 2443 regular state-funded FTE (compared to 2,438 last year), 576 Running Start FTE, 235 International Programs FTE, and 311 excess enrollment FTE, for a projection of 3,565 FTE students. The budget reflects no increase in tuition.

The budget includes the replacement and addition of faculty and staff positions in areas of the College that are needed to facilitate growth at WCC upon approval of the President. The Legislature restored funding back to the College for the 3% Temporary Salary Reduction (TSR) for Classified Staff. While this restoration was provided, the Legislature permits use of these funds for any compensation-related initiatives at the local level. However, the College has chosen to reallocate these funds directly to those Classified Staff who experienced 3% reductions to their salaries last year. These items are reflected in the 2013-2014 Operating Budget.

The proposed budget also includes ongoing facilities and operations related expenses connected to the new Health Professions Education Center.

I would underscore that focused growth management in a number of areas continues to be critical as we rely more heavily on them as revenue sources to help fund the College's operating budget—such as Running Start, eLearning, and International Programs. In addition, efficiencies and sound practices in managing the schedule by Instructional Leadership, as well support from the WCC Foundation, continue to be critical components to balancing the budget.

In approving the budget, the Board of Trustees authorizes:

- the College President to proceed with the execution of the planned program;
- the College President to transfer funds within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.2601, to provide working capital, and to support approved projects and activities;
- the tuition and fee schedule as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as listed in the College catalog;
- the College President to accept allocation amendments from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, at least quarterly, to the Board of Trustees;
- the addition of staff and faculty positions necessary to carry out the College's programs; and
- the College President to determine the fee schedule for contract courses and programs.

TAB B

Faculty and staff have had several opportunities to review budget information during its process of development, particularly as part of the budget worksheet exercise. Further, a thorough review by the President and Cabinet members has been conducted. **The budget is recommended to the Board of Trustees as an effective and responsible use of State and local resources.** I would like to recognize the challenging work of many staff and faculty over the past several months to develop the budget as presented to you.

**Reports to the Board of Trustees
July 10, 2013 Meeting**

➔ **WFSE—Carolyn Jovag, President**

- The Classified Staff is happy that the legislature finally passed a budget. It includes giving us back our 3% reduction as well as a Step M increase for some long term employees.

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

- **Finance** (*Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development*)
 - The Business Office is preparing the fiscal year-end close. In preparation for the year-end close, the purchasing cycle for FY 2012-2013 is being completed to ensure all orders are received and paid for out of the 2012-13 budget. The Business Office is focused on having all areas prepared to close and balance out the current year to begin the 2013-2014 Fiscal Year.
 - The Business Office staff in collaboration with the Financial Aid Office and Registration Office will provide a support center during the first week of summer quarter for the initial roll out of the Whatcom Choice Card Program for financial aid disbursement. Currently over 1,000 Whatcom Choice Cards from Higher One have been mailed to students awarded financial aid for summer quarter. The Help Center will assist students with questions about the new program.
- **Facilities & Operations** (*5.1: Create and manage growth through fiscal, capital, technological and human resource development*)
 - The Health Professions Education Center is nearing substantial completion with painting and the installation of flooring taking place this week. Progress cleaning and preparing the offices, classrooms, and labs will start for the move-in scheduled to begin August 19, 2013. The Student Recreation Center is entering into the design development phase. During this phase, the basic site and building plans will be refined to meet program needs. A kick-off meeting for the Learning Commons is scheduled for July 17, 2013 to discuss the previous programming work and establish a schedule for pre-design.
 - Whatcom continues to initiate important safety and emergency preparedness efforts on campus. Spring highlights include the delivery of a violence prevention and behavior identification workshop to approximately 50 Whatcom employees, representation at SBCTC's Safety, Security, and Emergency Management (SSEM) Council meeting, safety coordination for Whatcom's commencement ceremony, liaising in active shooter training with the Bellingham Police Department and U.S. Border Patrol, and facilitating campus safety surveys as part of the College Knowledge Workshop module series. Summer months will see continued safety engagement, including updates to campus emergency go-kits, campus-wide training on mobility-impaired evacuation, cost analyses for mass notification systems, and participation in FEMA workshops on multi-hazard emergency planning for higher education.
 - The Institutional Master Plan (IMP) "Core" group met on June 20, 2013 to do a preliminary review of the draft IMP developed by Schreiber Starling and Lane. The group provided feedback and suggestions which have been included in the current draft. After receiving comments from the stakeholders, the IMP will be presented at the August Board of Trustee's meeting for possible adoption.
- **Conference & Event Services** (*3.1.2 Expand partnerships with community and business organizations. 3.1.3- Develop the College's and Foundation's community involvement and presence*)

- The Conference & Event Services (CES) office has just finished up with the busiest time of year. Some upcoming external events include the Chuckanut Writers Conference, the Bellingham SLAM, United Creatives Conference, and Chuckanut Radio Hour. Internally, the CES Office will be assisting the Community Ed “Traveling the World for Free” Workshop. Orca Field will be seeing use from Bellingham United FC as well as the Rangers.
- **Technology** (5.1 Create and manage growth through fiscal, capital, technological and human resource development)
 - IT is upgrading equipment and installing new video surveillance equipment in the Testing Center to comply with Pearson Vue requirements.
 - IT is hosting a “Report Writers” training in the new Faculty/Staff training room in Cascade 126. This training will provide the campus with six trained report writers on campus, currently we have one.

➔ **Educational Services—Trish Onion, Vice President**

- **Advising and First Year Experience** (1.1. Increase student achievement in transfer and career preparation; 5.1. Create and manage growth through fiscal, capital, technological and human resource development)
 - The Integrated Planning and Advising System (IPAS) grant project is preparing for a national kick-off in mid-July. The WCC core team of information technology and student services staff has been preparing the necessary technical requirements for implementing the sophisticated software during the past four weeks. Hobsons’ *AgileGrad* will allow WCC students to customize their own online educational plans, focusing on effectively identifying degree requirements and minimizing non-relevant classes. Students will be able to explore academic goals and degree plans; easily and graphically match their schedules according to availability and desired load while accounting for prerequisites and class availability; and prepare to be “major ready” if they plan to transfer. *AgileGrad* will also provide instructional leaders with the analytics needed to strategically manage enrollment by adjusting the quarterly/annual course offerings based upon students’ course taking patterns, declared majors, and preferred schedule preferences.

Hobsons’ *Retain* will provide the technical foundation necessary to convert the Whatcom Wave new student orientation into an online format to reduce barriers for students and allow the College to have mandatory new student orientation which is an Achieving the Dream goal. *Retain* also provides the automated technology to establish an “early alert” system to notify students of tutoring and campus resources within the first weeks of the quarter.

A major requirement of the IPAS grant is to accelerate the implementation of these technology enhancements. Therefore, advisor training will occur this summer and pilot programs to train students with *Agilegrad* educational planning tools will begin in the fall quarter.

➔ **Instruction—Ron Leatherbarrow, Vice President; Ed Harri, Dean for Instruction; Janice Walker, Workforce Education Director**

- **Hiring** (2.1 Maintain currency in college curriculum and delivery, 2.3 Improve student learning, and 5.1 Create and manage growth through fiscal, capital, technological and human resource development)

- We recently conducted a search for a Director for Transitional Learning to replace Katie Jensen who moved to another college last year. We had an excellent pool of candidates, with 5 strong finalists. We hired Carla Gelwicks, who has been supporting the college's BFET and Workfirst programs for many years. She brings a great deal of excellent experience and capability to the position, and we will continue to have strong leadership for these programs. We are also close to completing the hiring for an ESLA Director, and we expect to extend a formal offer soon. At this point, we have decided to continue with our existing eLearning structure for the near term, and we have postponed the hiring of a new director.
- **Teaching and Learning** (2.2 *Improve instructional delivery*; 2.3 *Improve student learning*)
 - On June 17 and 18, over 50 faculty participated in a two-day workshop on cooperative learning and student engagement in the classroom. Representatives from Patrick Henry Community College, a national leader in this work, facilitated two days of hands-on instruction for teachers in developing both short- and long-term activities that provide cooperative learning activities for students of all levels.
- **Diversity** (4.1 *Reinforce diversity elements in the curriculum*; 4.2 *Enhance diversity among faculty and staff*)
 - At the end of spring term, we established a Campus Diversity Committee, charged with identifying issues pertaining to diversity and formulating recommendations for the campus. The committee will report to the President, with a chair appointed by the President and with representatives from faculty, staff, administration, and students. The committee will provide recommendations particularly on strategies for recruitment and hiring, curriculum, classroom delivery and assessment, and student success.
- **BTC and Transfer Issues** (3.2 *Lead collaborative efforts with other educational institutions*)
 - On Monday, June 25, a hearing was held at the State Board offices in Olympia to provide representatives from WCC and BTC to present about BTC's proposed Business transfer degree. WCC was represented by Ron Leatherbarrow, Ed Harri, and John Fasler, our full-time faculty member in Accounting. A two person panel—Jim Crabbe, long time director of Workforce Education for the SBCTC, and Laurie Clary, VP for Instruction at Grays Harbor—heard arguments. WCC's representatives emphasized that the proposed program is a duplication of our current program and that we have offered to provide our already existing courses to BTC students for the degree. It was clear, based on questions and comments in the hearing, that the current position among members of the State Board and other college administrators is that individual colleges have very strong autonomy in developing new transfer programs. The panel will provide a recommendation for a decision to the State Board within 14 days. State Board officials will also continue to attempt to work out a compromise solution with the two colleges.
- **Chuckanut Writer's Conference** (3.1 *Increase college stature as a community and educational partner*)
 - The third annual Chuckanut Writer's Conference took place on Friday and Saturday, June 21 and 22. Although we have not yet reviewed the revenue results, like the previous two conferences, this year's conference was a success, with accomplished presenters and hundreds of enthusiastic attendees. We heard consistently positive feedback about how thoughtfully the schedule was organized, how "professional" the execution of the days' activities seemed, and how attractive and comfortable the facilities were. An initial review of feedback from about half of the attendees shows a 4.66 rating out of 5 for overall conference experience, with an overwhelming 97% reporting that they would definitely attend future conferences. Bob Winters gave his customary stellar performance as emcee on behalf of WCC. We plan to continue the conference as an annual Whatcom event.
- **Grants** (2.3 *Improve student learning*; 5.2 *Diversify and secure funding/resources from external sources*)
 - The College was recently notified that Sara Julin, physics professor, has been awarded an NSF grant for a collaborative proposal with professors from Western Washington University, University of Maine, and North Dakota State University. The TUES grant funds their joint proposal titled "Collaborative Research: Developing Metacognitive Activities and Assessments for Introductory and Upper-Division Physics."
 - We are also applying as a sub-awardee for an NSF-WIDER grant led by Western in collaboration with Whatcom and Skagit Valley College. The grant will fund faculty professional development in implementing research-based, active learning strategies into introductory science sequences

with an emphasis on dramatically increasing the learning and retention of traditionally underrepresented STEM student populations.

- WCC is in the process of applying as a subcontractor for two Department of Labor Trade Adjustment Assistance Community College & Career Training (DOL TAACCCT) grants. Both are multi-state consortium grants lasting for four years. One is led through GateWay Community College in Arizona entitled, *“Emerging Career Pathways: Responding to Healthcare Reform and Preparing for the Future”* (ECP), with a focus on the development of continuum of care curriculum, stackable certificates, and educational pathways to two-year and four-year degree programs. WCC’s funding request is just over \$900,000 in support of curriculum development by subject matter experts, infusion of curriculum into our existing health professions programs, wrap-around services for enrolled students, developing a mentor program that connects our nursing students to WWU BSN students, and working with the Whatcom Alliance for Health Care Advancement (WAHA) and the Northwest Workforce Council to facilitate employer support. Outcomes will include new certificates in community health care coordination, patient navigation/advocacy, and medical case management. Consortium members include colleges and universities from Arizona, Indiana, and Washington (Whatcom and Edmonds CCs).
- The other DOL proposal focusses on the clean energy/advanced manufacturing industry sectors as related to the onset of new smart grid technology, and is being led by the Center of Excellence for Clean Energy at Centralia Community College. This proposal is entitled, *“Integrated Sector Career Pathway”* (ISCP), with focus on occupations related to customer service, system operations, and smart grid/data security. WCC’s \$1.8M funding request includes curriculum development and lab refurbishment for our CIS and Visual Communications labs (includes both construction infrastructure and equipment/supply costs), wrap-around student support, and a subcontract with WWU for development of an advanced smart grid security course as part of their new Computer Information Systems Security bachelor’s degree. Curriculum development will focus on cybersecurity courses for the smart grid and new mobile applications credit courses and certificates. This consortium includes colleges and universities from Idaho, Oregon, Utah, and Washington (Whatcom, Centralia, Columbia Basin, Spokane, and Everett community colleges).
- WCC is putting the final touches on its NW Professional Development Partnership Department of Labor grant awarded through the Workforce Education & Training Board. This project was awarded to WCC with Skagit Valley College as a subcontractor during Winter Quarter, 2012. In the initial proposal WCC requested support for 40 students to complete 9 credits each (total of 360 credits) in Early Childhood Education courses. Through the leadership of ECE Program Coordinator Sally Holloway, the project exceeded expectations by serving 62 students who completed a total of 850 credits, an average of 14 credits each. This project targeted and benefitted students working in child development centers, family childcare homes, and Head Start programs, allowing the students to gain valuable training towards higher wages and career progression while in the workplace.

➔ **Foundation and College Advancement – Anne Bowen, Executive Director**

- **Foundation** (3.1.3 – *Develop the College’s and Foundation’s community involvement and presence; and 5.2.3 – Contribute to fiscal stability through entrepreneurial activities and efficiencies*)
 - **May 2013 Gifts** – Draft reports for May 2013 show we received 72 gifts totaling \$23,129.

	2011-12 Year Total	2012-13 Year to Date	Multi Year Pledges Rcvd 2012-13		Total Gifts, Pledges and Sponsorships Rcvd 2012/2013
			2013-14	2014-21	
Donor Gifts	\$139,487	\$144,078			\$144,078
Pledges		\$48,800	\$78,750	\$90,000	\$217,550
Sponsorships		\$47,100			\$47,100
TOTAL:	\$139,487	\$239,978	\$78,750	\$90,000	\$408,728

Total of just Future Years: \$168,750

- **Planned Giving** – We have received notifications of legacy bequests totaling \$2,790,000, including \$1,820,000 during this fiscal year.
- **Communications, Marketing and Publications**
 - **Advertising**
 - Bellingham Herald (Congratulations Graduates, I Am Whatcom)
 - Bellingham Herald Summer Guide (Kids' College)
 - WTA Transit Advertising (I Am Whatcom, International Homestay)
 - **Web/Social Media Development**
 - Growth continues on the College's main Facebook page, up from 2,331 "likes" in May to 2,373 in June.
 - @WhatcomCC Twitter followers increasing from 1,191 in May to 1,225 in June.
 - **Publications**

A number of publications were completed or in development for a variety of events and programs:

 - Congratulations Graduates ad (Bellingham Herald)
 - Kids' College ad (Bellingham Herald)
 - Professional Technical rack card updates
 - Redesign of campus directional sign banners
 - WCC branded calendar for outreach to statewide high school counselors
 - Update of Student Success Handbook
 - I AM WHATCOM promotional campaign materials
 - Chuckanut Writers Conference materials
 - Foundation Spring 2013 Connect Newsletter and Annual Report
 - Programs for Honors and Awards and Commencement ceremonies
 - Foundation "Invest in HPEC" brochure
 - Higher One general marketing support
- **Press Releases/Media Relations – Summary/Highlights Of Media Coverage**

(3.1.3 - Develop the College's and Foundation's community involvement and presence)

 - WCC in the News
 - WU. WCC partner for cybersecurity degree, 6/21, The News Tribune
 - Writers' Conference, Chuckanut Radio Hour keep weekend busy. literate, 6/20, Bellingham Herald
 - Chuck Robinson discusses Chuckanut Writers Conference, 6/18, KBAI (The Joe Show)
 - Whatcom Community College celebrates graduation, 45 years, 6/14, Bellingham Herald
 - WU. WCC to begin new cybersecurity degree collaboration, 6/11, BBJ Today
 - International student became ambassador at Whatcom CC, 6/9, Bellingham Herald
 - Hard work has Whatcom student ready for high tech job, 6/9, Bellingham Herald
 - Whatcom student's desire for a career led to leadership role, 6/9, Bellingham Herald
 - Bellingham student got a running start at Whatcom CC, 6/9, Bellingham Herald
 - Whatcom nursing graduate hopes to work in ER, 6/9, Bellingham Herald
 - Whatcom high school grads seek more technical, vocational training, 6/7, Bellingham Herald

- Special Chuckanut Radio Hour to Kick-off the 2013 Chuckanut Writers Conference!, 5/30, Village Books Blog
- Bellingham conference designed for teen writers, 5/27, Bellingham Herald

- **Additional media outreach**

Press releases, public service announcements and an ongoing list of news articles can be found at www.whatcom.ctc.edu/news.